



Business Resilience Checklist

Plan ahead. Stay steady. Strengthen your foundation.

Financial Spring Cleaning

- ☐ Review all current subscriptions and cancel unused tools or services
- ☐ Evaluate software and platforms for lower-cost or free alternatives
- ☐ Audit monthly business expenses and flag any waste
- ☐ Renegotiate vendor contracts or explore new providers
- ☐ Create a simplified monthly budget that reflects current goals

Cash Flow Management

- ☐ Send invoices immediately upon delivery of work or service
- ☐ Set up an early-payment incentive for clients
- ☐ Automate a monthly transfer to a business savings or emergency fund
- ☐ Build a simple cash flow forecast (use a spreadsheet or online tool)
- ☐ Prioritize profitability over aggressive growth initiatives

Customer Retention

- ☐ Reach out to past or current clients to maintain connection
- ☐ Develop a value-add offer (bonus, checklist, guide, or access)
- ☐ Create a short email or content series that keeps you visible

- [] Offer flexible options like payment plans or pause features
- [] Ask for feedback and listen for ways to improve or simplify offers

Forward Planning

- [] Build a 3-6 month financial reserve or runway
- [] List core offers or services that are most profitable and dependable
- [] Revisit and streamline systems and workflows
- [] Explore at least one passive or scalable income stream
- [] Set aside time quarterly to review financials and customer engagement