



Local Guide to What’s in Your Area

 *Serve your community, and they will recognize it.*

We at MyOutDesk encourage your businesses to show their active support for their local communities amid the COVID-19 crisis. While the economy is experiencing a downturn, business can proactively focus their efforts on building their brand, nurturing relationships, and ultimately being of service.

This guide offers a template for your business to make a useful local guide & directory that you can give, as a pdf or as a link hosted on your website, to your local (online) community groups for immediate use amid the COVID-19 health crisis.

Here’s your how-to for bringing a helpful resource into your community. Read on for:

1. An **example** Local Guide (For Sacramento, California)
2. A **template** for creating a guide to your area
3. A **distribution checklist**

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We at MyOutDesk strive to support the success of all SMBs and want to pass along useful and practical resources that can help your business draw out effective solutions.

***Example Local Guide:***

LOCAL GUIDE TO SACRAMENTO, CALIFORNIA

Updated: March 24th, 2020

Check these links periodically to stay updated with the information and resources that you need.

**🏠** **COMMUNITY ESSENTIALS**

**🏢** **Health Authorities & Government Updates:**

* [Police](https://www.cityofsacramento.org/Police)
* [Sherriff](https://www.sacsheriff.com/Pages/Services/Covid19.aspx)
* [City](https://www.cityofsacramento.org/Mayor-Council)
* [County](https://www.saccounty.net/COVID-19/Pages/default.aspx)
* [State](https://covid19.ca.gov/)
* [National](https://www.cdc.gov/)
* [World Health Organization](https://www.who.int/emergencies/diseases/novel-coronavirus-2019)

**🏫** **Updates from Local School Districts:**

* [Sacramento City](https://www.scusd.edu/) Unified
* [Elk Grove Unified](http://www.egusd.net/covid-19)
* [Folsom Cordova Unified](https://www.fcusd.org/coronavirus)
* [Los Rios Community College District](https://losrios.edu/coronavirusupdate)
* [Natomas Unified](https://natomasunified.org/coronavirus/)
* [San Juan Unified](https://www.sanjuan.edu/covid19)
* [Twin Rivers Unified](http://www.twinriversusd.org/News/Coronavirus-Updates/index.html)

 **🚗** **What’s open? Essential services remain open, such as:**

* Public transit (reduced [service](https://www.sacrt.com/apps/sacrt-precautions-against-coronavirus/))
* Gas stations and auto repair shops
* Pharmacies and big-box retailers
* Food - grocery stores, farmers markets, food banks, convenience stores, [take-out and delivery restaurants](https://www.sacbee.com/news/coronavirus/article241371021.html?fbclid=IwAR2r0_lzxFAkOhK8Qxz6DNGv9GRIPlboKmWKFyY1YImb3clTCiqY1rw0uRg)
* Banks, Pharmacies, Hardware stores
* Shipping and mailing
* Laundromats/laundry services
* Essential state and local government functions also remain open, including law enforcement and offices that provide government programs and services.

**🛒 Grocery Store Services:**Here’s a list of grocery stores offering special accommodations such as curbside pick-up, delivery, and senior/high-risk community member hours. *Check your local store for exact hours and most up-to-date information.*

*Senior Hours*

* Sprouts
* Safeway: 7-9 am on Tues. & Thurs.
* Nugget
* Whole Foods: 8-9 am everyday
* Taylors Market: 8-9 am everyday
* Smart & finals: 7:30-8 am everyday
* Dollar General: First hour of opening everyday
* Walmart: First hour of opening everyday

*Delivery, Special Programs, and Online Grocery Services*

* Raley’s/Bel-Air: [senior essentials bags](https://www.raleys.com/senior-essentials-bag/)
* [Instacart.com](http://www.instacart.com) offers grocery delivery & pickup services.
* [Amazon Prime](https://primenow.amazon.com/)
* Check your local store’s website for in-house online grocery services

 **🚫** **What’s closed?**

* Dine-in only restaurants
* Bars and nightclubs
* Entertainment venues
* Gyms and fitness studios
* Public events and gatherings
* Convention Centers
* Hair and nail salons

**📦** **Delivery for Medical Supplies:**

* Medical Couriers, Inc:open 24 hours - (800) 652-1147
* Check with your local pharmacy & health care provider

**🚚 Food courier services mobile apps:**Uber Eats, Grub Hub, DoorDash, and Postmates. Download in your phone app store.

**🚴 STAYING ACTIVE**

**Are Parks & Recreations open? Or not?** Sacramento City Parks are open. Recreation facilities & events are closed.Learn more about [Sacramento City Parks](https://www.cityofsacramento.org/ParksandRec).

**Hiking & Biking Areas:** Sacramento City Hiking & Biking areas are open.Learn more about [Sacramento City Parks](https://www.cityofsacramento.org/ParksandRec).

**Online Home-Based Classes:** [Yoga Seed](https://www.youtube.com/channel/UCQ139QuBv0YDVGrypmAOqzg?view_as=subscriber); Search on Youtube and Google for home workouts.

**😊 STAYING ENGAGED**

 **Online Community Boards:** [Nextdoor.com](http://Nextdoor.com)

**Neighborhood Associations:** [Link](http://www.cityofsacramento.org/ParksandRec/Neighborhood-Services/neighborhood-directory)

**Learning Platforms for Kids:**

* [Scholastic Learn at Home Program](https://classroommagazines.scholastic.com/support/learnathome.html?caching)
* [Khan Academy](https://docs.google.com/document/d/e/2PACX-1vSZhOdEPAWjUQpqDkVAlJrFwxxZ9Sa6zGOq0CNRms6Z7DZNq-tQWS3OhuVCUbh_-P-WmksHAzbsrk9d/pub)
* [Outschool](https://blog.outschool.com/free-online-classes-for-public-school-students-affected-by-closures/)
* [ABC Mouse](https://www.abcmouse.com/abt/homepage)
* [Family Going Stir Crazy? These Apps Can Help](https://www.wsj.com/articles/family-going-stir-crazy-these-apps-websites-and-games-could-help-11584702001)

**💼 BUSINESS RESOURCES**

**Does my community have a Business Economic Stimulus Plan?** Sacramento does not at this time. Learn more in the [Sacramento Business Journal](https://www.bizjournals.com/sacramento/news/government-and-regulations)

 **SBA Small Business Loans:** Federal [SBA disaster loan relief](https://disasterloan.sba.gov/ela/Declarations) may be available.

**Setting up for remote work amid a health crisis:** [Link](https://www.myoutdesk.com/wp-content/uploads/2020/03/Shelter-In-Place-Guide.pdf)

**90 Day Tax Extension:** [Link](https://www.myoutdesk.com/wp-content/uploads/2020/03/Taxpayer-Relief.pdf)

***Your Template: (Don’t forget to add your branding!)***

LOCAL GUIDE TO [LOCATION]

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* [Add links]
* Police
* Sherriff
* City
* County
* State
* [National](https://www.cdc.gov/)
* [World Health Organization](https://www.who.int/emergencies/diseases/novel-coronavirus-2019)

**🏫** **Updates from Local School Districts:**

* [Links to local school districts’ COVID-19 pages]

 **🚗** **What’s open? Essential services remain open, such as:**

* [Add/edit list of available local services, and add relevant links]
* Public transit (reduced service)
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* Pharmacies and big-box retailers
* Food - grocery stores, farmers markets, food banks, convenience stores, take-out and delivery restaurants
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*Senior Hours*

* [Add/edit list of available local services, and add relevant links]

 *Delivery, Special Programs, and Online Grocery Services*

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* [Instacart.com](http://www.instacart.com) offers grocery delivery & pickup services.
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**🚴 STAYING ACTIVE**

**Are Parks & Recreations open? Or not?** [Add info]

**Hiking & Biking Areas:** [Add info]

**Online Home-Based Classes:** [Add local offerings]; Search on Youtube and Google for home workouts.

**😊 STAYING ENGAGED**

**Online Community Board:** [Nextdoor.com](http://Nextdoor.com)

**Neighborhood Associations:** [Link to Neighborhood Association Directory]

**Learning Platforms for Kids:**

* [Scholastic Learn at Home Program](https://classroommagazines.scholastic.com/support/learnathome.html?caching)
* [Khan Academy](https://docs.google.com/document/d/e/2PACX-1vSZhOdEPAWjUQpqDkVAlJrFwxxZ9Sa6zGOq0CNRms6Z7DZNq-tQWS3OhuVCUbh_-P-WmksHAzbsrk9d/pub)
* [Outschool](https://blog.outschool.com/free-online-classes-for-public-school-students-affected-by-closures/)
* [ABC Mouse](https://www.abcmouse.com/abt/homepage)
* [Family Going Stir Crazy? These Apps Can Help](https://www.wsj.com/articles/family-going-stir-crazy-these-apps-websites-and-games-could-help-11584702001)

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DISTRIBUTION CHECKLIST

**Sample Message:** We at [*Business Name*] encourage your active preparedness, and so to make things easier, we want to give you a timely resource. We would like to offer the community a timely *Local Guide to [City]: What’s Open in Our Community*. We pray that your team, families, and our communities remain safe and healthy during this time of heightened concern. Stay safe!

**Distribute** your Local Guide to the following audiences.

* All local community groups in Facebook
* Local Nextdoor.com community group
* Chambers of commerce
* Neighborhood associations
* Local Rotary, Kiwanis, and other volunteer organizations
* Local professional networks
* Your contact lists
* Community boards
* Public posting boards

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GO REMOTE

MyOutDesk’s origin story is set during the last global financial crisis of 2008. Yes, that’s right — we have 13 years of experience and over 5,000 clients. Our specialists will help you design an action strategy for remote growth & cost-reduction in your business. **Go** [**remote**](https://www.myoutdesk.com/signup/) **today!**