



**MISSOURI CERTIFIED INCUBATORS ANNUAL PERFORMANCE REPORT  
FOR FISCAL YEAR ENDING JUNE 30**

**DUE: SEPTEMBER 30**

<b>N1. INCUBATOR</b>	NAME OF INCUBATOR			FEDERAL TAX ID NUMBER		
	ADDRESS (STREET, PO BOX)			MITS/MISSOURI TAX ID NUMBER		
	CITY	STATE	ZIP	NAICS CODE		
	CONTACT PERSON'S NAME					
	TELEPHONE NUMBER		FACSIMILE NUMBER		EMAIL ADDRESS	
	YEAR ESTABLISHED	YEAR CERTIFIED	BUILDING SIZE _____ Sq. Feet	RENTABLE UNIT SIZE _____ Sq. Feet		
	TOTAL # OF RENTABLE UNITS			# OF UNITS CURRENTLY VACANT		
	<b>Focus:</b> <input type="checkbox"/> Product Manufacturing <input type="checkbox"/> Product Development <input type="checkbox"/> Research and Development <input type="checkbox"/> Business Development Services <input type="checkbox"/> Other _____					
	MISSION					
	ALLIANCES, PARTNERSHIPS AND SPONSORS					
ORGANIZATIONAL STRUCTURE						



	<b>CURRENT OCCUPIED CAPACITY (%)</b>		
	<b>SOURCE OF FUNDING</b>	<b>NAME OF ALL PROGRAMS UTILIZED OR BEING UTILIZED</b>	<b>TOTAL AMOUNT</b>
	<b>FEDERAL</b>		
	<b>MISSOURI</b>		
	<b>LOCAL</b>		
	<b>PRIVATE</b>		
	<b>OTHER</b>		
	<b>TOTAL</b>		<b>\$</b>
<b>2. TENANTS</b>	<p><b>In a separate document, please provide information for each tenant, including whether a company came from another state or country, and explain why that company chose Missouri and your incubator:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Name</li> <li><input type="checkbox"/> Contact Information</li> <li><input type="checkbox"/> Occupancy Length (years)</li> <li><input type="checkbox"/> Occupancy Size (%)</li> <li><input type="checkbox"/> Expected Graduation Date</li> <li><input type="checkbox"/> Business Description</li> <li><input type="checkbox"/> Recent Developments</li> <li><input type="checkbox"/> Other</li> </ul>		

	<p>The following information is required (total for all tenants):</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Number of Jobs created by the Tenants within the Current Reporting Period.</li> <li><input type="checkbox"/> Number of Jobs Maintained by the Tenants since inception at the Incubator</li> </ul>
<b>3. MISSOURI GRADUATES</b>	<p>In a separate document, please provide information for each graduate that operates in Missouri:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Name</li> <li><input type="checkbox"/> Contact Information</li> <li><input type="checkbox"/> Occupancy Length (years)</li> <li><input type="checkbox"/> Date of Graduation</li> <li><input type="checkbox"/> Business Description</li> <li><input type="checkbox"/> Recent Developments</li> <li><input type="checkbox"/> Reasons Why the Company Decided to Stay in Missouri</li> </ul> <p>The following information is required (total for all graduates):</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Number of Jobs # (created/maintained)</li> <li><input type="checkbox"/> Number of Tenants graduated within the current reporting period</li> <li><input type="checkbox"/> Number of Tenant Jobs for each graduate company created within the current reporting period</li> <li><input type="checkbox"/> Total Number of Tenant Jobs maintained through graduation?</li> <li><input type="checkbox"/> Will the company continue to operate post graduation?</li> <li><input type="checkbox"/> Where did the Graduate Locate within Missouri? Include reasons for staying in MO.</li> </ul>
<b>4. OTHER GRADUATES</b>	<p>In a separate document, please provide information for each graduate that left Missouri:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Name</li> <li><input type="checkbox"/> Contact Information</li> <li><input type="checkbox"/> Occupancy Length (years)</li> <li><input type="checkbox"/> Date of Graduation</li> <li><input type="checkbox"/> Business Description</li> <li><input type="checkbox"/> Recent Developments</li> <li><input type="checkbox"/> Reasons Why the Company Decided to Leave Missouri</li> <li><input type="checkbox"/> Where did the company relocate?</li> <li><input type="checkbox"/> Number of tenant jobs that were lost due to relocation outside Missouri?</li> </ul>
<b>5.</b>	<p>In a separate document, please provide the following information for each failed company:</p>

- Name**
- Occupancy Length (years)**
- Date and Reasons for Failure**
- Business Description**
- Recent Developments**
- Number of tenants that failed within the Reporting period (include # of Tenant jobs lost for each company at the time of failure)**
- Total number of tenants that failed since the inception of the Incubator (include # of tenant jobs lost for each failed company)**

**RETURN TO:**

**Department of Economic Development  
Division of Business and Community Services  
Finance Management  
301 West High Street, Room 770  
P.O. Box 118  
Jefferson City, MO 65102**