

Second Quarter 2015-2016

\$219K
Support
for
companies



110
Companies
Served



5
Companies
Created



20
jobs created

Jobs

326
current FTEs



435
Event
Attendees



**Funds
Raised**
\$9.88 M
investments & grants

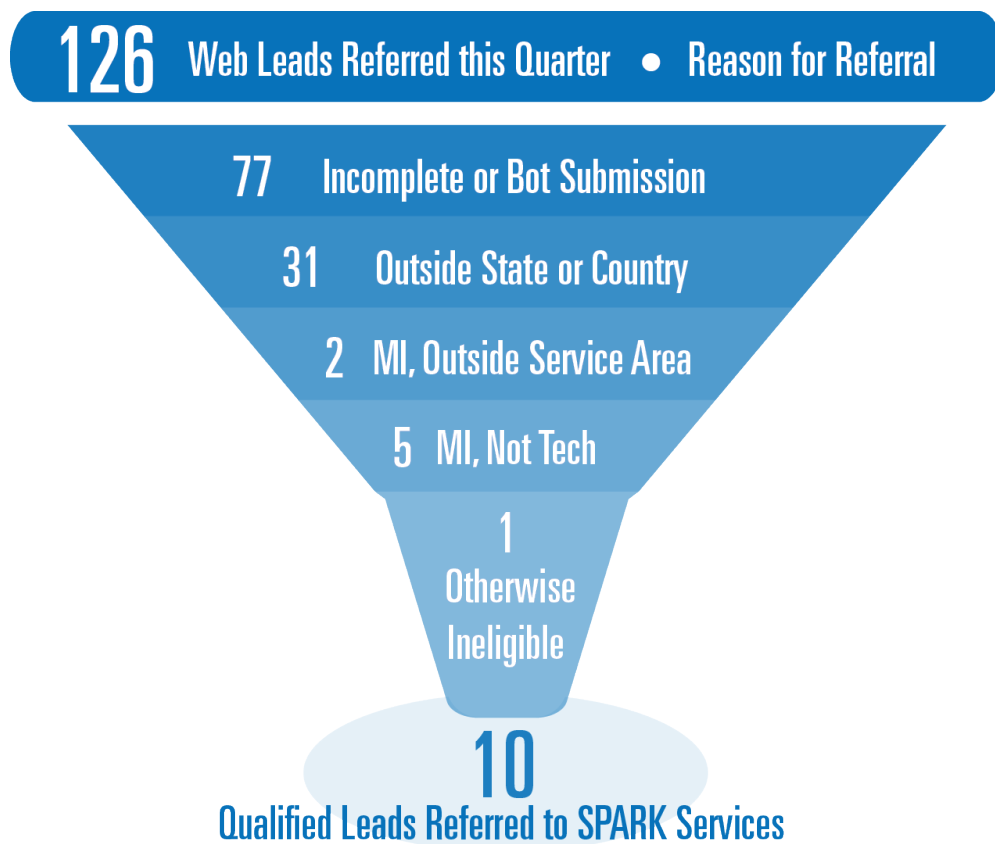
Ann Arbor SPARK works to advance the economy of the Ann Arbor region by establishing the area as a desired place for business expansion and location... by identifying and meeting the needs of business at every stage, from those that are established to those working to successfully commercialize innovations. For more information visit: www.annarborusa.org

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Ann Arbor-Ypsilanti Smart Zone Local Development Finance Authority

Ann Arbor SPARK Quarterly Report • October 1, 2015 – December 31, 2015

Business Accelerator Intake – Phase I



Companies Created

The following five companies were created this quarter per the definition listed in the glossary:

Uniq ID	Company Description
7440	Joint brace that will lock and emit an electrical shock for use in police and military training.
7612	Animal health solutions company focusing on the companion animal markets and the veterinarians that provide care to these markets.
7728	Motion based simulator products, including racing and flight simulators.
7754*	Sensors and measurement devices for electromagnetic (EM) radiation at radio, microwave, sub-THz and THz frequencies have recently begun to enable essential technologies in a broad range of industries including government, defense, telecommunications, safety, security, and medical.
7772*	Cloud computing that runs parallel libraries resulting in large speedup.

*Denotes University of Michigan technology or UM student team

Work Accomplished

Number and identity of companies in each phase, plus relevant aspects of commercialization

The following companies received Phase II Due Diligence assistance this quarter:

Uniq ID	Company Description	FTEs	Billed Support
7699	Automates data science for business decision makers through source connectivity capabilities and a business data marketplace.	2	\$2,000
7728	Motion based simulator products, including racing and flight simulators.	1	\$2,000
7763	Brake pad technology for light commercial applications.	1	\$400
7772	Cloud computing that runs parallel libraries resulting in large speedup.	2.5	\$2,000
Totals		6.5	\$6,400

The following companies received Phase III support:

Uniq ID	Company Description	Project Description	FTEs	Billed Support
2821			3	\$200
	A firmware application for collecting/analyzing multiple patient parameters in an ICU in real time.	Market research, develop feature set requirements, and near term business strategy.		\$200
3151*			3	\$8,014
	Wireless sensing, analysis and optimization of residential and commercial electricity use.	LLC to C-Corporation conversion. Patentability analysis, and domestic utility patent application.		\$2,000 \$6,014
3577			4	\$8,553
	Alliance with Promega in Madison WI, mass spectrometry services provider.	Creation of video.		\$8,553
4228*			11	\$21,675
	Advanced gamma ray detection and imaging devices based on wide band-gap semiconductor materials.	Licensing negotiations (BNL), and IP portfolio report with strategy recommendations. Engineering design consulting and fabrication services.		\$15,000 \$6,675
6522			6	\$2,120
	Development and implementation of online negotiation systems for courts and constituents.	Develop a new website around rebranding of product.		\$2,120
6535			2	\$2,200
	Solar energy customized solutions.	Assist with sales and business development, provide strategic guidance based on feedback		\$1,450 \$400 \$350

Uniq ID	Company Description	Project Description	FTEs	Billed Support
		generated from sales activities, assist with the product plan based on customer feedback.		
6545			2	\$250
	Software platform applies predictive analytics to strategic decisions regarding intellectual property management.	Design, secure, and operate a pilot program.		\$250
6680			1	\$15,088
	Digital entertainment company, focused on creating dynamic stories with an emphasis on female characters that push far beyond typical stereotypes.	Legal support for negotiation and drafting of agreements with media partners.		\$2,418
		Support the re-launch of the website, social media platforms and audience growth.		\$2,670
6775			2.5	\$2,800
	Student loan marketplace and clearinghouse for best deals.	Repackage existing code.		\$500
6894			7	\$27,500
	Rental housing marketplace and payment aggregation platform for college students.	Production consultant to work on a video production.		\$27,500
6977*			4	\$2,700
	Human capital management software that optimizes the complex hiring, performance evaluation and personnel management workflows that exist in universities, academic medical centers, hospitals, medical schools and immigration attorney offices.	Update the brand image and messaging.		\$2,700
7176*			1.5	\$196
	Stair climbing wheelchair.	Write and file U.S. patent application to convert preexisting provisional patent application into non-provisional utility patent application.		\$196
7349*			1	\$1,315
	Medical Device integrator that is developing solutions to improve surgical safety and productivity.	R&D tax credits and vCFO services.		\$1,315
7374			2	\$2,500
	Augmented reality app for immersive digital experiences based on children's books.	Legal, strategic, and contract services.		\$2,500
7375*			2	\$3,375
	Mobile app for tracking and analyzing pain data.	Target market evaluation.		\$3,375
7441			2.5	\$3,000

Uniq ID	Company Description	Project Description	FTEs	Billed Support
	Educational gaming platform.	Research/discovery, branding with a name/logo/tagline/messaging, and a landing page website.		\$3,000
7448*			2	\$2,520
	Private interactive 24-hour assistance to those with substance abuse disorders.	Design and implement efficacy trials.		\$1,170 \$1,350
7493			10	\$13,020
	HCIT product to help individuals define their purpose and manage their willpower to change their behavior.	Initial commercial agreements.		\$5,687
		Website design, content management system implementation, and content development.		\$7,333
7612			7	\$7,500
	Animal health solutions company focusing on the companion animal markets and the veterinarians that provide care to these markets.	Website construction, inbound marketing strategy, SEO, content creation.		\$7,500
7651			1	\$1,000
	Services to help students take action on their passions and interests so they can authentically distinguish themselves.	Content development for curriculum and a Facebook campaign.		\$750
		Curriculum Development.		\$250
7656			2.5	\$3,000
	Vendor management and marketplace platform that matches corporations and law firms with vendors who provide needed ancillary legal/litigation services.	Marketing / sales collateral, email and content marketing materials.		\$3,000
7681			4	\$6,334
	High-purity silica from biogenic waste streams.	Copywriter and media contact, investor relations, branding, messaging, and integration.		\$667 \$667
		Company formation, licensing, and partner agreements.		\$5,000
7749			1	\$2,450
	Visualization and marketing platform for the event industry.	Develop a strategy for Business / Sales / Marketing.		\$1,250 \$1,200
7815*			1	\$3,920
	Online learning platform for contract lawyers.	Develop a sales and marketing plan.		\$3,920
Totals (24 Companies)			83	\$141,231

*Denotes University of Michigan technology or UM student team

SPARK Central Incubator

Ground Floor – Pre-Seed Stage

Incubator clients are charged a license fee per seat, or person(s) using the space. Throughout the quarter, there have been a total of ten companies occupying 20 of the 24 designated incubator seats. In the first Quarter, we updated the ground floor incubator space increasing capacity by 10 seats, and adding a conference room. This is the first report covering a period fully after the renovation.

Uniq ID	Company Description	Start Date	Exit Date	Incubator Seats	FTEs
4519	Platform giving independent app publishers technology for serving customized native ads and a digital marketplace that connects their apps with advertisers.	6/1/15	12/1/15	4	5
7275	Online personal family assistant and organization / coordination tool.	1/1/15	6/30/15	1	3
7374	Augmented reality app for immersive digital experiences based on children's books.	2/1/15	7/31/15	2	2
6545	Software platform applies predictive analytics to strategic decisions regarding intellectual property management.	8/1/15	1/31/16	1	2
7336*^	Supply chain software.	12/29/14	11/15/15	4	4.5
6835	Combustion cycle and injection technology.	6/1/15	12/1/16	4	7
4115	Predictive transportation algorithm company developing SaaS products and integrable web services for transportation and logistics industries.	7/1/15	12/31/15	1	2
7754*	Sensors and measurement devices for electromagnetic (EM) radiation at radio, microwave, sub-THz and THz frequencies have recently begun to enable essential technologies in a broad range of industries including government, defense, telecommunications, safety, security, and medical.	10/27/15	4/27/16	1	1
7070	Web and mobile platform that allows individuals to find their impact on public health outcomes from fossil fuel pollution.	5/16/14	8/31/15	1	2
7448*	Private interactive 24-hour assistance to those with substance abuse disorders.	7/6/15	1/6/16	1	2
Totals (10 Companies)				20	30.5

Third Floor – *Seed Stage*

The third floor incubator space is composed of a shared open office environment and 2 smaller offices complete with a kitchen, conference rooms, phone booths, and controlled entry. Due to the open layout of the space, clients are free to expand as needed while “seats” only correspond to their billed rate. This model is designed for a seed stage company building out their strategy, product, and team. There were four companies that occupied this space during the Second Quarter: One moved to the fourth floor, and one moved from the first floor.

Uniq ID	Company Description	Start Date	Exit Date	Incubator Seats	FTEs
4547	Advanced nanofabrication methods and a novel three-dimensional (3D) approach to sensor assembly.	2/1/14	5/31/15	4	8
7336*^	Supply chain software.	11/16/15	11/15/16	15	4.5
7699	Automates data science for business decision makers through source connectivity capabilities and a business data marketplace.	10/1/15	10/31/15	2	2
4791^	Consolidated event planning and management software platform.	9/26/13	12/31/15	4	5
Totals (4 Companies)				25	19.5

Exit dates may have passed as some clients’ month-to-month arrangement.

*Denotes University of Michigan technology or UM student team.

Client occupies private suite within incubator.

^ Client moved during quarter resulting in being counted in multiple tables.

Fourth Floor– *Growth Stage*

SPARK identified and took action to meet the need in the startup community for flexibly structured, competitively priced office space in downtown Ann Arbor. Last quarter, we expanded our incubation service portfolio to include more than 6000 square feet of workspace in the top floor of SPARK Central. This space is ideal for growth stage companies that are either homegrown, or moving to the area. At full capacity, this new workspace will seat over 60 people. Construction and furniture installation finished in October.

Uniq ID	Company Description	Start Date	Exit Date	Incubator Seats	FTEs
4791	Consolidated event planning and management software platform.	12/31/15	6/30/16	5	5
5601	Digital content aggregation and distribution.	12/9/15	6/9/16	1	1
4472*	An online platform that empowers college students to showcase their work and skills to startups.	9/8/15	3/8/16	10	17
Totals				16	23

Virtual Clients – *Investigative Stage, Misc. Stage, Community Partners*

The Virtual Client program at SPARK Central is the solution chosen by several diverse segments due to their need for drop-in co-working space and amenities at an affordable rate, with month-to-month terms. Some examples are the earliest “investigative stage” founders looking to network and validate their concept, companies at a later stage of growth who want to remain plugged into the core of the entrepreneurial community, or community partners who leverage the location and flexibility this option allows.

Uniq ID	Company Description	Start Date	Exit Date	FTEs
7750	Alchemy VR is the scalable and on-demand way to build communication skills through virtual reality simulations.	10/19/15	12/18/15	3
7667*	Precise gene editing for the development of human disease models, as well as regenerative medicine.	9/1/15	3/1/16	2
7241	Legal e-billing and matter management system.	10/1/15	4/1/16	1
1282*	Developer of technologies that enable integrated and standardized assessments of blood damage, particularly for red blood cells.	7/1/10	3/31/16	4.5
7656	Vendor management and marketplace platform that matches corporations and law firms with vendors who provide needed ancillary legal/litigation services.	9/1/15	2/1/16	2.5
7830	Community Ventures (CV) is an innovative economic development initiative that promotes employment and social enterprise in the state’s most distressed urban areas.	12/10/15	6/10/16	1
7362	Digital content marketplace and book sourced content provider.	1/21/15	7/20/15	3
7560	Social cloud that combines social networking with SaaS cloud technologies in one platform for entrepreneurs and startup supporters.	5/6/15	11/6/15	1
338	Information and news aggregator and filter.	7/1/10	6/30/15	1
7651	Services to help students take action on their passions and interests so they can authentically distinguish themselves.	11/1/15	4/30/16	1
7046	Electronics based metering and power line communication.	4/1/14	6/30/15	1
7728	Motion based simulator products, including racing and flight simulators.	10/15/15	4/15/16	1
7694	Automated management of actionable investment ideas.	10/1/15	3/31/16	1
2679	Development of therapies for treatment of bone-related conditions.	6/15/15	12/15/15	2
6356	A new marketing-based, platform-agnostic, real-time media alert solution.	2/1/13	4/30/15	1
7796	Mobile game developer.	12/7/15	6/30/16	5
7696	SaaS claim analytics, administrative support and dashboard for retail insurance agents.	10/12/15	12/31/15	1
7466	App for helping millennials create savings plans with banks.	3/1/15	9/1/15	5.5
3221	Provider of advanced software solutions for sewer modeling to municipalities and engineering consultants.	3/1/12	6/30/15	4

Uniq ID	Company Description	Start Date	Exit Date	FTEs
7666	Platform to provide videoconference for patient care by medical providers.	9/30/15	3/31/16	6.5
6338	Provider of software and consulting services to OEM, Tier I & Tier II manufacturing companies.	4/1/15	10/1/15	5
4406	Complete "Recommender System" (RS) for websites built with Drupal Content Management System.	7/15/15	1/15/16	1
6635	A VIP lead generation service for the disaster restoration industry.	11/1/14	5/1/15	3
7153	Brain Imaging Service to assist in the development of medications or medical devices for the central nervous system.	7/1/14	6/30/15	1
7747	Our service is helping subject matter experts with uniquely differentiated value proposition to commercialize and monetize their intellectual property.	10/20/15	4/30/16	1
7594	Publisher of TV entertainment and listings magazines.	5/12/15	9/30/15	1
7441	Educational gaming platform.	3/20/15	6/20/15	2.5
5557	Digital Marketing Intelligence.	7/1/12	12/31/15	4
4227	Engineering services, including advanced FEA, CAD, and high-end design solutions.	5/13/11	6/30/15	2.5
6600	Medical device for vision enhancement in persons with partial loss of sight.	6/1/13	2/28/15	2
3637	Therapeutic for treatment of retinal diseases.	8/1/13	1/31/15	4
6778	On-line seeker-solver network that allows Startup Teams (Seekers) to access crowd-sourced Product-Market Fit Solutions.	6/10/14	6/30/15	4
2821	A firmware application for collecting/analyzing multiple patient parameters in an ICU in real time.	9/1/10	3/31/16	3
7254	SaaS offering that formalizes the business impact / risk analysis processes.	10/1/15	4/1/16	4
6285*	Autonomous aerial vehicles for infrastructure inspection.	11/18/14	11/30/15	7
7752	SMB Analytics and Innovative Mobile Consumer/Business Interaction.	11/2/15	4/30/16	3
7680	Big Data Intelligence-as-a-Service platform built for credit unions & community banks.	10/15/15	4/15/16	1
Totals (37 Companies)				97

*Denotes University of Michigan technology or UM student team

Hosted Networking and Educational Events

As the entrepreneurial companies in the Ann Arbor region continue to evolve, so do SPARK's services. In the last year, we identified the need for more targeted, in-depth educational opportunities for entrepreneurs, and, as a result, have restructured our events. We piloted our new program with a series of workshops hosted by experienced entrepreneur Ted Dacko.

One of SPARK's client's offered feedback on the workshop format:

“Ted’s stories are all about his story, not about other people’s stories. He’s lived what he’s teaching. He cares about the companies in the workshop more than the message. Because of that, he tailors the message based on the attendees. Also, the size of the workshops (Under 20) are good because it promotes conversation and allows for questions.” -- Marjorie Knepp & Christina York ~Spellbound~

As a result, we are moving forward with a new format for our events. We are now offering **SPARK.ed**, a series of workshops formatted around the successful Ted Dacko programs.

Spark.ed workshops will be taught by accomplished industry leaders who have years of experience in their respected fields. Each workshop will offer content that will provide tips, tools, and best practices for early-staged companies. These invite-only workshops will be targeted towards upcoming and past Boot Camp teams, companies in SPARK's portfolio, and SPARK Central tenants that are in direct need of the content. Workshops will allow 5-10 companies to attend (limit - 12 people), which will ensure productivity and effectiveness. Workshops will be held weekly to ensure event attendance goals are met.

Event Name	Date	Place of Event	Approx. # of attendees		Purpose of Event
			Entrepreneurs	Total Attendees	
BioArbor	12/03/15	SPARK-Central	70	144	Speakers: Mike Bishop, GlaxoSmithKline; Bill Brinkerhoff, Alphacore Pharma and Brak Martin, FFMI Commercialization Program Director /Description: BioArbor hosts educational networking events for the life sciences industry in the greater Ann Arbor area. Each monthly meeting features a networking session and an invited speaker(s), followed by a Q&A period.
SPARK Boot Camp Celebration	12/14/15	SPARK - Central	24	67	This event is an opportunity to network with the October 2015 Boot Camp teams and volunteers and will include the announcement of the Best of Boot Camp award

Event Name	Date	Place of	Approx. # of attendees		Purpose of Event
Ann Arbor OpenCoffee	10/13/15, 11/10/15, 12/8/2015	SPARK - Central	43	56	This is a networking event for entrepreneurs, investors and those who work with innovative businesses. Come mingle with fellow community members while enjoying a bagel and coffee. Whether you are looking to meet potential employers, employees, new business partners, or just simply want to expand your networks, this event fosters connections on all levels. OpenCoffee is held monthly on the second Tuesday at SPARK Central.
Opportunity Seeker Program	11/06/15	SPARK - Central	2	18	This program is presented by Amy Cell, LLC and is ideal for people that have a very good sense of what they want to do from a career perspective. There is a \$100 fee to participate.
Spark Central Innovation Open House	11/20/15	SPARK - Central	0	61	As the location for innovation, SPARK Central offers an environment of education, collaboration and creativity for entrepreneurs, startups, venture capital-backed companies, and small to mid-sized businesses. Small Group Tours will be conducted by SPARK Staff on the Lower Level and on the 3rd and 4th floors.
Entrepreneur Tailgate Mixer	10/16/15	Vinology	67	67	Description: As the University of Michigan gets ready to take on Michigan State, mingle with local entrepreneurial companies, business leaders, and SPARK's incubator clients. Make connections and get ready to cheer for the Wolverines or Spartans!
UM Immersion Tech Trek	10/23/15	SPARK - Central	7	22	Description: Tour innovative Ann Arbor organizations looking to hire! Each company will create an experience that reflects their unique culture while allowing you to network with their team. Participating companies: Local Orbit, Llamsoft, Expedia, Menlo Innovations, Industry Star Solutions, Spellbound and Ann Arbor SPARK.
Totals			196	449	

Microloans - as of 12/31/15

L DFA Funds received	\$1,050,000
Micro Loans Disbursed	\$(1,318,461)
Repayments	\$410,386
Misc. Expenses	\$(6,039)
Bank Balance	\$135,886

Number of Loans to Date	Total Value of Loans Provided to Date	# Of Loans Written Off in Full	# Of Loans Partially Written Off	Value of Loans Written Off – Including Interest	Loans Paid Back in Full	Partial Payments of Loans	Loan Amount Repaid to Date – Including Interest
39	\$1,318,461	5	3	\$185,631	6	9	\$410,386

Microloan Notes:

- Total loans due is \$1,046,796, including interest accrued through 12/31/2015.
- Amount available to lend is \$135,886.
- Total current FTE for microloan companies: 144.
- Jobs retained during the term of the loans: 82, jobs created: 61.5.
- During this contract quarter there were 2 loan applicants (0 approved)
- 2 loans were denied
- No loans were disbursed.
- 0 were approved for disbursement for the following quarter.

Internship & Entrepreneur-In-Residence Programs

Entrepreneur-In-Residence Program

This quarter, seven companies utilized the entrepreneur-in-residence program. This program is designed to attract and retain C-level individuals in the community by leveraging their talent and experience to add substantial value to client companies.

Uniq ID	Company Description	Billed Support	FTEs
3476*	High quality, solid-state lighting combining organic and inorganic materials, that mimics sunlight; lower cost than other LEDs.	\$2,300	8
5091	Field survey and data collection software.	\$8,000	7
6545	Software platform applies predictive analytics to strategic decisions regarding intellectual property management.	\$8,000	2
6834*	Developer and manufacturer of high-resolution sensors used for near real-time diagnostics in Food pathogen testing.	\$13,250	4
7349*	Medical Device integrator that is developing solutions to improve surgical safety and productivity.	\$8,000	1
7441	Educational gaming platform.	\$5,112.50	2.5
7681	High-purity silica from biogenic waste streams.	\$12,000	4
Totals (7 Companies)		\$56,662.50	28.5

*Denotes University of Michigan technology

Intern Program

The Ann Arbor SPARK internship program provides up to \$3000 of matching funds to a qualified, growing company to support a three-month intern. Participating companies are able to save around 28% of the total costs associated with short-term employment via SPARK taking on the administrative costs. This frees up additional funds for other purposes and provides a de-risked way to try out a potential permanent addition to the team- an opportunity that is invaluable during the pivotal period of initial hires. Often the talent is retained at the company after the matched period ends. Special consideration is given to applicants who are considering moving to Ann Arbor from another tech hub, or have skillsets in high demand. While originally conceived as a summer program, it continues to meet the needs of startups year round.

Uniq ID	Company Description	Billed Support	FTEs
3045	Software and business management services connecting buyers and sellers with shorter, transparent supply chains.	\$3,692.40	9
4791	Consolidated event planning and management software platform.	\$4,460.40	5
6545	Software platform applies predictive analytics to strategic decisions regarding intellectual property management.	\$1,500	2
6778	On-line seeker-solver network that allows Startup Teams (Seekers) to access crowd-sourced Product-Market Fit Solutions.	\$2,820	4
6977*	Human capital management software that optimizes the complex hiring, performance evaluation and personnel management workflows that exist in universities, academic medical centers, hospitals, medical schools and immigration attorney offices.	\$428	4
7374	Augmented reality app for immersive digital experiences based on children's books.	\$295	2
7448*	Private interactive 24-hour assistance to those with substance abuse disorders.	\$1,216.39	2
7699	Automates data science for business decision makers through source connectivity capabilities and a business data marketplace.	\$581.25	2
Totals (8 Companies)		\$14,993.44	30

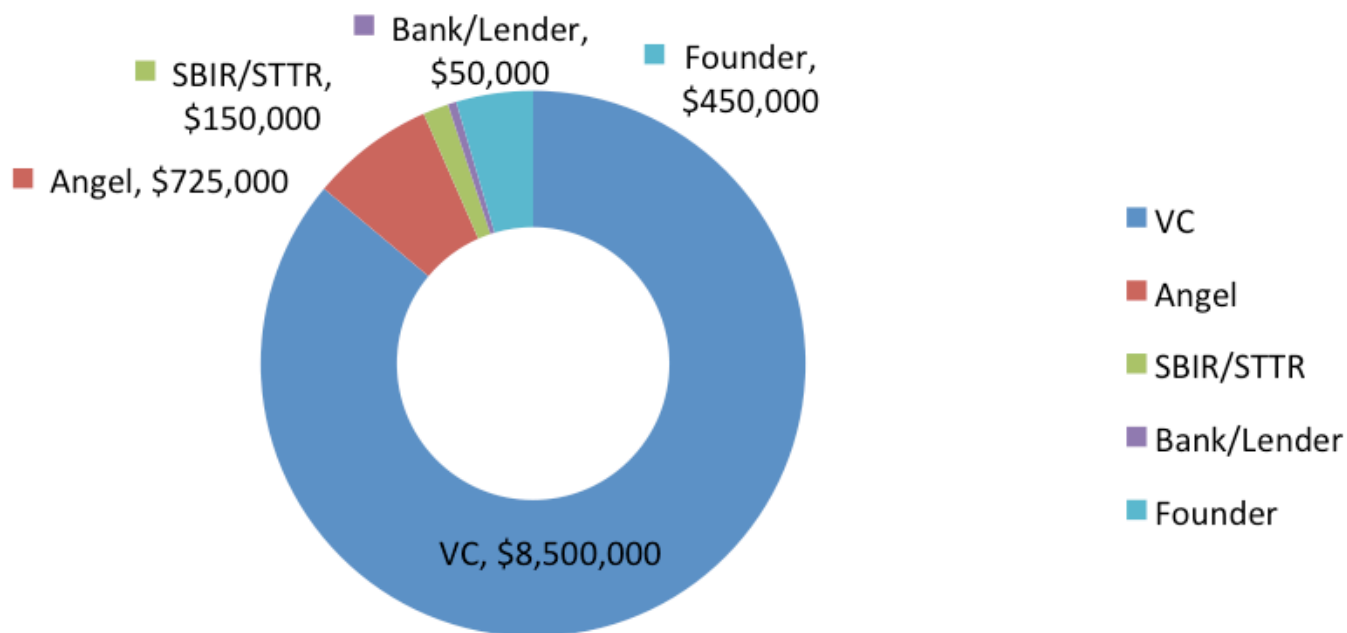
*Billed total does not match support total due to payroll taxes and fees not included in per company totals.

Capital raised

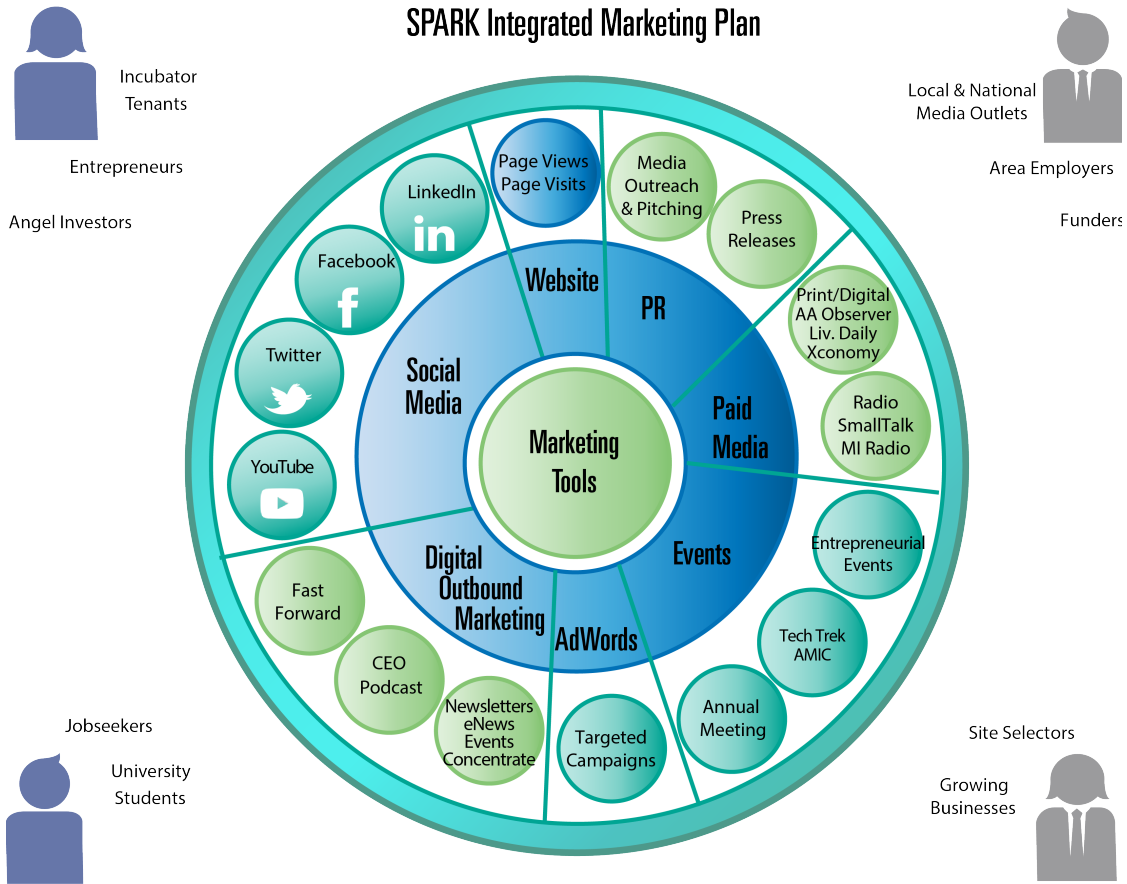
Grants awarded and private equity raised this quarter by companies served with LDFA dollars that are still located in Ann Arbor.

Uniq ID	Company Description	Transaction Details	Type	Amount
7275	Online personal family assistant and organization / coordination tool.	Founder cash infusion.	Founder	\$450,000.00
1282*	Developer of technologies that enable integrated and standardized assessments of blood damage, particularly for red blood cells.	FDA Phase 1	Grant	\$150,000.00
3368	SaaS model software to help companies find and access grants, and collaborate.	Angels	Private Equity	\$225,000.00
6287*	Quantitative multiplexed protein biomarker analysis kits and services.	MCC Chase Innovation Fund	Debt	\$50,000.00
3637	Therapeutic for treatment of retinal diseases.	Series B: RBV Capital, ExSight Capital, Santen Pharmaceutical	Private Equity	\$6,000,000.00
6285*	Autonomous aerial vehicles for infrastructure inspection.	Venture Investors, HRP, Amherst Fund, others	Private Equity	\$2,500,000.00
6285*	Autonomous aerial vehicles for infrastructure inspection.	MAF and others	Private Equity	\$500,000.00
Total				\$9,875,000.00

*Denotes University of Michigan technology



Integrated Marketing Plan Update



Metric	Second Quarter YTD	Yearly Goal	YTD Progress to Goal	Rationale for Yearly Goal
Newsletter Open Rate*	27%	20%	Exceeded by 7%	Beat industry standard (18%) by 2%. *Not cumulative
Entrepreneurial Services Webpage Views	129,603	53,211	244%	Increase Page Views to ES by 3,000 annually above 2013-2014 fiscal year.
Webpage Visits by Ann Arbor Residents	27,073	65,072	42%	Increase visits to the website from Ann Arbor overall by 5,000 annually over 2013-2014 fiscal year.
Social Media Referrals	1,824	3,297	55%	Increase visits from Ann Arbor to website from social media by 500 visits above 2013-2014 fiscal year.
Video Views	1,601	4,506	35.5%	Increase video plays from Michigan by 500 annually above 2013-2014 fiscal year.
PR Views & Hits*	28,098	84,294	33%	Increase views and hits of Ann Arbor startups in local, regional, and national news publications.

*Due to a change in PR vendors we have taken the opportunity to track views and hits of releases highlighting Ann Arbor companies and activity. This change coincides with the start of the second quarter so our yearly goal is created from a nine-month trend line based on this quarter.

Methodology

Ann Arbor SPARK collects and reports data from its clients over and above what is required by the contract. Salesforce.com is employed as our Customer Relationship Management system to record company data. Information about all companies is gathered through several methods as described below. Ann Arbor SPARK continues to refine procedures to capture, store, and report data more efficiently, accurately and timely.

Initial Data Entry

A procedure was implemented in late 2008 requiring all entrepreneurs requesting assistance of Ann Arbor SPARK for Business Acceleration services, Incubator space or Boot Camp to fill out an online form which could be accessed through the SPARK website. Basic information including name, address, phone, email and brief description of company are required. This information is automatically fed into Salesforce. An effort is made to connect with all inquiries within 48 hours. In an initial communication, additional data gathered by SPARK personnel determines if the entrepreneur meets minimum criteria to warrant further discussion and assistance. At that time, a better description of the applicant's needs are captured and inputted.

Retained FTEs

We capture the number of FTEs that a company had at the start of an engagement of any kind. This number becomes our retained jobs number and is not altered. However, for reporting purposes it is possible the retained jobs number can change for a company if that company takes advantage of multiple services and their FTE count changes between those services. For example, when a team attends Boot Camp there may be only one FTE: the entrepreneur. When that team returns for Business Accelerator services there may be additional FTEs: co-founders or initial hires. When reports are generated on Boot Camp attendees the team's retained FTE number would be one. When reporting on Business Accelerator clients, the retained FTEs would be more than one.

Current FTEs

Throughout the year 'current jobs' is collected from entrepreneurs through three methods. When SPARK staff meet with entrepreneurs FTE updates are gathered and recorded in the CRM system. Starting midway through this contract year, written documentation is being obtained from every company at the start of each engagement. This document is attached to their file to corroborate the FTE count listed as start of engagement.

Annual Survey

All current and former clients are surveyed annually using Clicktools: an online survey tool that synchronizes with Salesforce. Our survey asks for data including current employment and other vital company information. Unfortunately the response to our surveys has been less than 100%. The response rates for each of the four areas are listed in each section. If an entrepreneur sends SPARK data via the survey that does not pass a visual inspection they are contacted and asked to verify the data. If an adjustment is made to the CRM data, written documentation from the entrepreneur is attached to the file.

Jobs Created

New FTEs or "Jobs Created" are calculated by subtracting the retained jobs for the particular service we provided from the current job count, which gives us the added jobs since that particular engagement started.

Software

During this quarter, the software line in our budget was used to subscribe to a software service which supports our clients' grant application processes and a SPARK talent initiative.

1. **In4Grants:** \$3,750 – Quarterly payment. Grant research, application, and coordination platform available to all incubator and accelerator clients for free.

Glossary

In an effort to reduce redundancy and unnecessary complication, SPARK and the LDFA keep definitions of terms consistent with Michigan Economic Development Corporation. Included for clarity and reference are applicable definitions provided by the Michigan Economic Development Corporation:

Companies Served

The number of TECH companies that contractor provided intensive services to; including accelerator grants, incubator space, mentoring, consulting, training, etc.

Full-Time Equivalent

All W2 employees and founders, plus full time workers compensated in equity. All part time employees count as 0.5 FTE. Interns and independent contractors (1099) are not included in this definition.

Jobs Created

Number of jobs created by the companies that contractor served or are incubator clients; does not include contract positions, only FTEs.

Jobs Retained

Number of jobs retained by the companies that contractor served or are incubator clients; does not include contract positions. Basically includes the number of positions or employees at the companies that have been retained because of the funding from the incubator or because of the services that the incubator provided.

New Companies Created

Number of new companies created as a result of contractor's involvement. Companies can be defined as sole proprietorship, LLC, Corp, etc. Involvement can mean: 1) contractor provided services or funding to the company, 2) the company is located in contractor's incubator, 3) the company is a university spin-out, 4) contractor spoke with the newly formed company and provided them help with the next steps in building his/her company for example other resources, training classes, etc., or 5) contractor spoke with the CEO/CTO prior to the company formation. A company is only counted as 'new' if it is incorporated within the subsequent 12 months of the service provided.

Tech Company

A business in which research and development brings forth an innovative product or process. The innovation typically involves intellectual property that contributes to a strong competitive advantage in the marketplace, and serves as a foundation for a high rate of growth.