

EXHIBIT C
PROGRAM PERFORMANCE REPORT

ORGANIZATION: BII - Economic Incubators, Inc.
PROGRAM: Accelerator Project

REPORT PERIOD 10.1.15 THROUGH 9.30.16

PERCENTAGE OR SCOPE OR SERVICES OR COMPONENTS OF CONTRACT COMPLETED 100 %

I. ACCOMPLISHMENTS:

Report No.	I: Human Resources and Payroll	II: Utilize Accelerator Project Facilities	III: Operations
1. Submit On or before, October 15, 2015.	<ul style="list-style-type: none"> • Maintaining a minimum Accelerator staff of 2 FTEs. Completed • Complete accounting & biweekly payroll for Accelerator Project staff. Completed 	<ul style="list-style-type: none"> • Maintain physical environment for accelerator participants. Completed 	<ul style="list-style-type: none"> • Host two (2) networking or promotional activities per month. Completed • Provide technical assistance to the Accelerator participants. Completed
2. Submit On or before, November 15, 2015.	<ul style="list-style-type: none"> • Maintaining a minimum Accelerator staff of 2 FTEs. Completed • Complete accounting & biweekly payroll for Accelerator Project staff. Completed 	<ul style="list-style-type: none"> • Maintain physical environment for accelerator participants. Completed 	<ul style="list-style-type: none"> • Host two (2) networking or promotional activities per month. Completed • Provide technical assistance to the Accelerator participants. Completed
3. Submit On or before, December 15, 2015.	<ul style="list-style-type: none"> • Maintaining a minimum Accelerator staff of 2 FTEs. Completed • Complete accounting & biweekly payroll 	<ul style="list-style-type: none"> • Maintain physical environment for accelerator participants. Completed 	<ul style="list-style-type: none"> • Host two (2) networking or promotional activities per month. Completed • Provide technical assistance to the Accelerator

	for Accelerator Project staff. Completed		participants. Completed
4. Submit On or before, January 15, 2016.	<ul style="list-style-type: none"> Maintaining a minimum Accelerator staff of 2 FTEs. Completed Complete accounting & biweekly payroll for Accelerator Project staff. Completed 	<ul style="list-style-type: none"> Maintain physical environment for accelerator participants. Completed 	<ul style="list-style-type: none"> Host two (2) networking or promotional activities per month. Completed Provide technical assistance to the Accelerator participants. Completed
5. Submit On or before, February 15, 2016.	<ul style="list-style-type: none"> Maintaining a minimum Accelerator staff of 2 FTEs. Completed Complete accounting & biweekly payroll for Accelerator Project staff. Completed 	<ul style="list-style-type: none"> Maintain physical environment for accelerator participants. Completed 	<ul style="list-style-type: none"> Host two (2) networking or promotional activities per month. Completed Provide technical assistance to the Accelerator participants. Completed
6. Submit On or before, March 15, 2016.	<ul style="list-style-type: none"> Maintaining a minimum Accelerator staff of 2 FTEs. Completed Complete accounting & biweekly payroll for Accelerator Project staff. Completed 	<ul style="list-style-type: none"> Maintain physical environment for accelerator participants. Completed 	<ul style="list-style-type: none"> Host two (2) networking or promotional activities per month. Completed Provide technical assistance to the Accelerator participants. Completed
7. Submit On or before, April 15, 2016.	<ul style="list-style-type: none"> Maintaining a minimum Accelerator staff of 2 FTEs. Completed Complete 	<ul style="list-style-type: none"> Maintain physical environment for accelerator participants. Completed 	<ul style="list-style-type: none"> Host two (2) networking or promotional activities per month. Completed Provide technical

	accounting & biweekly payroll for Accelerator Project staff. Completed		assistance to the Accelerator participants. Completed
8. Submit On or before, May 15, 2016.	<ul style="list-style-type: none"> Maintaining a minimum Accelerator staff of 2 FTEs. Completed Complete accounting & biweekly payroll for Accelerator Project staff. Completed 	<ul style="list-style-type: none"> Maintain physical environment for accelerator participants. Completed 	<ul style="list-style-type: none"> Host two (2) networking or promotional activities per month. Completed Provide technical assistance to the Accelerator participants. Completed
9. Submit On or before, June 15, 2016.	<ul style="list-style-type: none"> Maintaining a minimum Accelerator staff of 2 FTEs. Completed Complete accounting & biweekly payroll for Accelerator Project staff. Completed 	<ul style="list-style-type: none"> Maintain physical environment for accelerator participants. Completed 	<ul style="list-style-type: none"> Host two (2) networking or promotional activities per month. Completed Provide technical assistance to the Accelerator participants. Completed
10. Submit On or before, July 15, 2016.	<ul style="list-style-type: none"> Maintaining a minimum Accelerator staff of 2 FTEs. Completed Complete accounting & biweekly payroll for Accelerator Project staff. Completed 	<ul style="list-style-type: none"> Maintain physical environment for accelerator participants. Completed 	<ul style="list-style-type: none"> Host two (2) networking or promotional activities per month. Completed Provide technical assistance to the Accelerator participants. Completed

<p>11. Submit On or before, August 15, 2016.</p>	<ul style="list-style-type: none"> • Maintaining a minimum Accelerator staff of 2 FTEs. Completed • Complete accounting & biweekly payroll for Accelerator Project staff. Completed 	<ul style="list-style-type: none"> • Maintain physical environment for accelerator participants. Completed 	<ul style="list-style-type: none"> • Host two (2) networking or promotional activities per month. Completed • Provide technical assistance to the Accelerator participants Completed
<p>12. Submit On or before, September 15, 2016.</p>	<ul style="list-style-type: none"> • Maintaining a minimum Accelerator staff of 2 FTEs. Completed • Complete accounting & biweekly payroll for Accelerator Project staff. Completed 	<ul style="list-style-type: none"> • Maintain physical environment for accelerator participants. Completed 	<ul style="list-style-type: none"> • Host two (2) networking or promotional activities per month. Completed • Provide technical assistance to the Accelerator participants. Completed
<p>13. Submit Within 45 days of expiration or termination.</p>	<ul style="list-style-type: none"> • Maintaining a minimum Accelerator staff of 2 FTEs. Completed • Complete accounting & biweekly payroll for Accelerator Project staff. Completed 	<ul style="list-style-type: none"> • Maintain physical environment for accelerator participants. Completed 	<ul style="list-style-type: none"> • Submit Annual Accomplishment Report. Completed • Host two (2) networking or promotional activities per month. Completed • Provide technical assistance to the Accelerator participants. Completed

II. PROBLEMS: None to date

III. STATUS REPORT ON PROVISION OF SERVICES: (include report period and year-to-date)

Service Provided	Annual Program Goal	Report Period	Year to Date	% of Goal Completed
Human Resources and Payroll	<ul style="list-style-type: none"> Maintaining a minimum Accelerator staff of 2 FTEs. Complete accounting & biweekly payroll for Accelerator Project staff. 	10.1.15-9.30.16	Accomplished	100
Utilize Accelerator Project Facilities	<ul style="list-style-type: none"> Maintain physical environment for accelerator participants. 	10.1.15-9.30.16	Accomplished	100
Operations	<ul style="list-style-type: none"> Host two (2) networking or promotional activities per month. Provide technical assistance to the Accelerator participants. 	10.1.15-9.30.16	Accomplished	100

(See attached scope of work for detailed deliverables, benchmarks and performance measures.)

IV. OTHER COMMENTS:

SUPPORTING ATTACHMENTS: Along with the above status report, provide Project details for the deliverables delineated in Exhibit A. For specific activities and accomplishments submit supporting documentation listed below or other documents which support accomplishment of deliverables.

For example timesheets, payroll reports, expense reports, invoices, statements, canceled checks, mandatory data and information required of participants (submitted quarterly), copies of executed Participant Use Agreements, Annual Accomplishment Report, invoices and cancelled checks, or copies of press releases, media placement and other ads, or event budgets, or invitations or invoices for reserving event locations, and summaries of need analysis.

EII ACCELERATOR PROJECT - BUDGET FY 16

EXHIBIT B 1 - CONTRACT

Budget Category Sources	Notes	Total EII Budget as stated in County Contract	County Contract	Direct Pay (Reimbursed) by County	Actual Reimbursed by County (Request for Payment)	Actual Captured by EII	TOTAL REVENUE
Revenue							
Business Income		\$115,200.00	\$ -	\$ -	\$ -	\$ 85,502.94	\$ 85,502.94
Private Contributions		50,000.00	-	-	-	30,200.00	30,200.00
County Direct Pay	Rent & Prop and Liability Ins.	105,500.00	-	102,500.00	-	-	102,500.00
County – EII Contract Funding		484,000.00	484,000.00	-	340,637.54	-	340,637.54
Total Revenue Sources		\$754,700.00	\$484,000.00	\$ 102,500.00	\$340,637.54	\$115,702.94	\$ 558,840.48

Note: In-kind amount from QB -

Budget Category Uses	Notes	Total EII Budget as stated in County Contract	County Contract	Direct Paid by County	Actual Paid by County	Actual Paid by EII	Total Expenses	
Expenses								
Personnel Costs	Executive Director, Administrative Manager & FT Intern	\$ 316,600	\$ 316,600	\$ -	\$281,334.21	\$ 9,982	\$ 291,316.62	
Facility Operating Costs *	Rent	105,500.00	-	102,500.00	-	-	102,500.00	
	IT System, etc.	22,000.00	19,000.00	-	-	-	-	
Reimbursable General Operating Costs	Insurance, Professional services, business services, auditing, legal, networking and marketing, etc.	122,200.00	80,600.00	-	36,782.09	12,916.59	49,698.68	
Necessary expenditures not funded by the County's Reimbursement Policy	Services, food beverage, and other miscellaneous expenses	20,000.00	-	-	-	19,120.66	19,120.66	
Facility Improvements	Site Improvements, furniture & fixtures, shipping, design and installation for data, electrical	168,400	67,800	-	22,521.24	144,632.94	167,154.18	
Total General Operating Costs								
Total Expenditures		\$ 754,700	\$ 484,000	\$ 102,500	\$340,637.54	\$186,652.60	\$ 629,790.14	
					Net Income	\$ -	\$ (70,949.66)	\$ (70,949.66)

Notes: *Facility Operating Costs category includes rent property and liability insurance totaling \$105,000 that will be paid directly by the County.