

INCUBATOR

Membership Policy

(Effective as of March 1, 2022)

Program Overview

Startup Incubator is a one-year program designed to grow program members' businesses by creating an adaptive curriculum to support business management and overall growth. Startup Incubator supports emerging companies that have launched within the last two (2) years through later-stage business development, focusing heavily on operations, revenue generation and funding paths.

Membership Offerings

While Startup Incubator is adaptive to program members' individual needs, our program places significant focus on business modeling, revenue generation, and securing other funding opportunities. Program members are offered:

- skills training in business management and revenue generation
- biweekly one-on-one coaching sessions with program staff
- monthly cohort strategy sessions
- 24-7 access to reserved, furnished offices
- registered business mailing addresses
- high-speed internet and wifi access
- 24-7 access to dedicated coworking spaces
- a/v-equipped conference room
- access to shared printers, copiers and scanners
- access to indoor and outdoor event spaces
- access to University mentor and partner networks
- \$5,000 in AWS Activate Credits valid for two (2) years (if eligible)
- one (1) year of AWS Business Support (up to \$1,500) (if eligible)
- access to critical prototyping services and equipment (if applicable)
- access to production equipment and services (as applicable)

Membership Intake Process

Total membership to Startup Incubator may not exceed five (5) companies, though this figure may be altered at the discretion of OU Startup Programs staff.

Startup Incubator offers rolling admission to the program. However, Startup Incubator holds dedicated application periods two (2) times per year; applications open on June 1 and December 1 of the current year and remain open for a period of at least three (3) weeks. Prospective members are required to complete the Startup Incubator Application, which is evaluated by OU Startup Programs staff members.

If evaluated positively, prospective members are invited to interview before a panel comprising OU Startup Programs staff members, which may also include internal or other University partners. The interview period will begin the week following the close of Startup Incubator applications and continue for a period of approximately one (1) week. Selections for Startup Incubator are reported to prospective members within one (1) week of the close of the interview period.

Membership Responsibilities

Program members are expected to hold tenancy in one of the provided office spaces. Each office space may be shared by no more than two (2) companies, which are assigned by OU Startup Programs staff.



Program members are required to utilize such office space for a minimum of twenty (20) hours per week, which may be aggregated among company co-founders, employees, and/or independent contractors. Hourly requirements may be fulfilled outside of ordinary business hours to accommodate company members' schedules. In the event such office space is not regularly in use in good-faith accordance with this policy, program members may be held in default and their membership terminated.

Termination

Program membership may be terminated by OU Startup Programs staff at any time for any of the following: lack of use of assigned office space; destruction of university property; theft; or violation of membership, university, or other relevant policies. Please note, this list is not exhaustive.

Move-Out

Unless membership is otherwise terminated, program members are expected to maintain membership in Startup Incubator until they have completed a one-year term (respective to each intake cycle). Upon that date, program members are required to remove all personal items, equipment, and furnishings which they provided.

Additional Information

Any questions, comments, or concerns regarding the Startup Incubator Membership Policy or its terms should be addressed to OU Startup Programs at startups@ou.edu.

