



City of Hillsboro Business Incubator Program

Purpose

The City of Hillsboro Business Incubator Program is designed to foster entrepreneurial growth by providing affordable workspace and resources to new businesses. This initiative aims to help startups establish a strong foundation, grow sustainably, and eventually expand beyond the incubator. The program has a maximum duration of 18 months, aligned with the city's building agreement.

Program Overview

1. **Eligibility:**
 - Open to entrepreneurs and startups intending to establish or expand a business in Hillsboro, WI.
 - Priority will be given to businesses demonstrating a clear growth plan and a commitment to contributing to the local economy.
2. **Duration:**
 - The program runs for a maximum of 18 months.
3. **Graduated Rent Structure:**
 - Months 1–2: **\$0**
 - Months 3–4: **\$100/month**
 - Months 5–6: **\$200/month**
 - After 6 months: Rent will be based on business income, ranging between **\$200–\$500/month**.
4. **Utilities and Infrastructure:**
 - Participants are responsible for all utilities and any necessary infrastructure improvements.
5. **Insurance:**
 - All businesses must maintain proper liability insurance throughout their participation in the program. Proof of insurance is required upon acceptance.

Program Goals

- To assist startups in establishing their operations.
- To create a supportive environment for business development.
- To provide resources and mentorship to ensure long-term business success.

Support Provided

The City Administrator and Mayor will oversee the program and provide ongoing consultation. While financial and technical assistance is limited, the program aims to offer connections to local resources, potential investors, and guidance on navigating business challenges.



Application Process

1. Submit an application form detailing:
 - Business concept and plan.
 - Growth and expansion strategy.
 - Community benefit and economic impact.
 2. Initial review by the City Administrator and Mayor.
 3. Selected applicants will meet with program managers to discuss expectations and final arrangements.
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Terms and Conditions

- Participants must actively work to grow their business during their time in the incubator.
- The program is capped at 18 months, with possible extensions.
- Rent increases after six months are based on a fair assessment of business income.

By fostering local entrepreneurship, the City of Hillsboro aims to build a vibrant and sustainable business community. For more information or to apply, please contact the City Administrator's Office.



Business Incubator Program Application

Thank you for your interest in the City of Hillsboro Business Incubator Program. Please complete the following application form. All information provided will be used to evaluate your eligibility and the potential fit for this program.

Contact Information

Name: _____

Business Name: _____

Address: _____

City/State/Zip: _____

Phone Number: _____

Email: _____

Business Overview

1. Describe your business idea or existing business:

2. What products or services do you offer?

3. How long has your business been in operation?

Business Needs and Goals

4. What are your goals for the next 6-18 months?



5. What support or resources do you need to achieve these goals?

Financial Information

6. Do you have an existing business plan? (Yes/No): _____

7. What is your current monthly revenue (if applicable)?

8. Do you have any funding or capital secured? (Yes/No): _____

Agreement

By signing this application, I certify that all information provided is true and complete to the best of my knowledge. I understand that submission of this application does not guarantee acceptance into the program.

Signature: _____ Date: _____