

**Application for Oakley's 2018
Entrepreneur Training Program with Jeffrey G. Hall**
(Please print clearly)

Name: _____

Address: _____ City _____ Zip Code _____

Phone: (H) _____ (W) _____ (C) _____

E-mail _____

What is your business or business idea? _____

1. Why do you think this is a good opportunity to develop? _____

2. What are the products and/or services you plan to offer? _____

3. Who is your (target market) potential customer? _____

4. Who is your competition? _____

5. How serious are you about growing a business? ___extremely___very___somewhat

6. Do you have "hands-on" experience with the type of business you plan to open? ___yes___no

7. If yes, please list _____

8. If no, how do you envision this business succeeding? _____

9. Why do you want to, or why did you, start your own business? _____

10. Have you established a business identity yet? *Please check all that apply.*

___Printing Business Cards___Printing Brochures___Filing for Fictitious Business Name

___Purchasing a Business License___Business only Checking Account

___Other _____

11. How much annual revenue do you expect your business to produce? _____

12. How much money do you estimate it will take to start this business? _____

13. Do you have this amount or the ability to borrow the money? ____yes____no
14. Are you a self-starter? ____yes____no
15. Do you like to sell? ____yes____no
16. What computer software do you use? Please list _____

17. What was the highest grade in school you have completed? _____
18. What, if any, business classes have you previously taken? _____

19. Are you interested in an 11-week training program, which involves attending class 2 times per week Tuesdays and Thursdays 9AM-12:00 PM 3 hours per session? ____yes____no
20. There is homework given in each class (which relates directly to your business). It is expected for you to do the homework each day. It will take approximately 12 hours per week for class and homework. Do you have the time to dedicate to this commitment? ____yes____no
21. It is expected for you to finish a business plan, for your business, by the end of the 11 weeks. Will you complete this? ____yes____no
22. If accepted into this training program the majority of your tuition will be paid by the City of Oakley. You will be asked to contribute a non-refundable \$300.00 registration and application fee when you register payable to the training organization.
23. If you are an existing business please list:
- Three things that are working very well in your business _____

- Three things that you most need to work on to improve your business _____

When completed please return to the City of Oakley Attn: Dwayne Dalman
via email - dalman@ci.oakley.ca.us
U.S. mail at: The City of Oakley, 3231 Main St., Oakley, CA 94561
or in person at City Hall.

Oakley Entrepreneur Training

Scholarship Agreement

I understand that an Oakley Entrepreneur Training scholarship could be offered to me based on the following conditions. I understand it is my responsibility to fulfill these conditions.

1. Acceptance into the program is based on the results of my application and interview.
2. Receiving a scholarship is based on the criteria established by various funding sources. I will be notified of my status after submitting my application and participating in the interview.
3. Continuation with the program is based on the review of my participation and progress with my instructor, two weeks after class begins.
4. It is my responsibility to arrive on time and to attend all scheduled classes.
5. It is my responsibility to work on the business plan as described in the training material and discussed in class.
6. I understand there is a non-refundable fee of \$300.00 for application and training materials if accepted with scholarship.
7. I understand that if for any unexcused reason I decide to drop the class, or if the City needs to drop me due to my attendance record, I may be responsible for the full tuition of \$1500.00. Exceptions are made for family health and extreme circumstances.
8. In exchange for this business assistance and scholarship I agree to respond to reasonable requests from the City from time to time for information about my business progress such as: my business starting, adding employees, loans or equity investments in the business, and growing annual gross sales dollars. This will be kept strictly confidential and only reported to the City Council in a compiled report format.

In the event that the above conditions are not met, the scholarship could become void.

Signature _____

Date _____

Print Name _____

Witness _____

Date _____

Oakley Entrepreneur Training Program Protocol

The purpose of the protocol is to assure a professional and productive learning experience for everyone.

- Timely arrival and full attendance is required. Only two absences are allowed. In the event of a third unexcused absence the student may be asked to leave the program.
- Cell phones should be managed with care in the classroom.
- Participants are prohibited from discussing the affairs of other businesses for confidentiality reasons in all ways. Participation must be fully confidential with regard to business ideas.
- Client prospecting within the group is prohibited during the training period. Pre-existing business relationships should be brought to the instructor's attention.
- Personal data about students is not to be compromised to other agencies.
Privacy is essential.
- Participants shall attend the program fully fit for service to the group.
The group deserves clear thinking, un-affected by alcohol or other non-prescription mood altering substances.
- Participants are expected to conduct themselves in a manner that supports learning.
Please no excessive fragrance, offensive language, or other behavior that detracts from our collective effort as a community of learners.

Deviation from the protocol may justify termination from the program.

Printed Name

Signature

Date