

Renaissance Entrepreneurship Center offers comprehensive training and support services to build the entrepreneurial capacity of socially and economically diverse women and men who want to start or grow a business in the San Francisco Bay Area. The Center's programs are designed to meet the needs of emerging and established small businesses, and include classroom training, business incubation, financial assistance and computer training.

Application Process

In order to be considered for a class (classes may not be taken simultaneously) you must complete an application, turn it in by the deadline and submit your \$25.00 processing fee. You can obtain an application by going to our website www.rencenter.org or pick one up at our front desk. Renaissance encourages diversity and is committed to serving a community of entrepreneurs balanced by race, sex, economic status and business type. People of color, women, and low-income adult applicants are encouraged for all Renaissance programs. Applicants will be notified after the deadline.

Orientation

To familiarize yourself with Renaissance's programs, all applicants are required to attend a free, scheduled Orientation (go to www.rencenter.org for dates). Attendance at an Orientation will allow you to get acquainted with the facility, learn about Renaissance programs and services, learn how classes are taught and who teaches them. During the Orientation you will have the opportunity to get your questions answered about all of Renaissance's programs. To register for an Orientation go to <http://www.rencenter.org/calendar.htm>.

Scholarships and Payment Plans

Scholarships are available based on income and personal need. Those who apply for a scholarship must include income verification in the form of tax returns, check stubs or an SBA Personal Financial Statement.

Renaissance's Programs

Renaissance offers a full range of programs and services designed to serve small businesses at all stages of development. For more information about any of the following programs, call 415-541-8580 or visit our website at www.rencenter.org

- Training Programs
- Business Incubator
- Financing Resource Center
- Graduate Services
- The Women's Business Center
- The Bayview Business Resource Center
3801 Third Street, Suite 616
San Francisco, CA 94124
Phone: 415-647-3728
- Start Up
1395 Bay Road
East Palo Alto, CA 94303
Phone: 650-321-2193



2008 Class Dates, Costs, and Application Deadlines

Day Classes	Class Title	Class Starts	Cost	Application Deadline
9:30 – 12:30 for 4 weeks	Start Your Own Business	March 5 April 23 October 29	\$150*	February 20 April 9 October 15
9:30 – 12:30 for 14 weeks	Business Planning	April 8	\$750*	March 25
Evening Classes	Class Title	Class Starts	Cost	Application Deadline
6:00 – 9:00 for 4 weeks	Start Your Own Business	January 30 May 28 September 24	\$150*	January 16 May 14 September 10
6:00 – 9:00 for 14 weeks	Business Planning	January 15 May 13 September 9	\$750*	January 3 April 29 August 26

* **Scholarships are available based on income and personal need with the appropriate documentation (e.g. pay stubs, tax returns).**

Office Use Only

Date received: _____ Application fee attached: Y/N
 Applying for scholarship? Y/N Income verification attached? Y/N
 Sch. Amt. _____ Amount Owed: _____
 Move application to: _____

Please check the class you are applying for:

- Business Planning Start Your Own Business

Class date are you applying for (see previous page for class dates) _____

Today's Date: _____

Section 1

Name: _____

Address: _____ City: _____ Zip: _____

Day phone: _____ Evening phone: _____ Cell phone _____

E-mail address: _____ Referred by: _____

Ethnic background:

- | | |
|---|---|
| <input type="checkbox"/> American Indian/Alaskan Native | <input type="checkbox"/> Pacific Islander |
| <input type="checkbox"/> Asian | <input type="checkbox"/> Caucasian |
| <input type="checkbox"/> Black/African American | <input type="checkbox"/> American Indian/Alaskan Native and Black |
| <input type="checkbox"/> Native Hawaiian | <input type="checkbox"/> Other Multi Racial _____ |
| <input type="checkbox"/> Latino/Hispanic | |

Section 2

(If you are not yet in business, proceed to Section 3.)

Legal Business Name: _____

Business Address: _____

Business Phone: _____ Fax: _____ Business e-mail: _____

Website URL: _____ Field/Industry: _____

Length of time in business: _____ year(s) _____ month(s). Business start date: _____

Revenues: _____ Monthly _____ Annually _____

Number of employees: _____ F/T _____ P/T _____ Contractors

Section 3

Give a brief description of your business or business idea.

Give a brief description of your products or services:

What does your business need for growth over the next year?

Is this a home based business?

- Yes
- No

Does your business require office space?

- Yes
- No

Do you need a loan to start or grow your business?

- Yes
- No

If yes, how much do you need (\$_____) and how will you use the funds?

Household Information

Renaissance is committed to serving very low to moderate-income individuals with a preference for San Francisco residents. Women and personal of color are strongly encouraged to apply. Please check one below:

- I am Single

If you file and claim only yourself for tax purposes, put your annual income here _____

- I am Married or have a Domestic Partner

If you file jointly, provide your combined household income _____

How many dependents do you support? _____

Which of the following accurately reflects your total household income? (Please circle.)

Household of:	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
A	\$0 < 23,750	\$0 < 27,150	\$0 < 30,550	\$0 < 33,950	\$0 < 36,650	\$0 < 39,400	\$0 < 42,100	\$0 < 44,800
B	\$23,751 - 39,600	\$27,151 - 45,250	\$30,551 - 50,900	\$33,951 - 56,550	\$36,651 - 61,050	\$39,401 - 65,600	\$42,101 - 70,100	\$44,801 - 74,650
C	\$39,601 - 63,350	\$45,251 - 72,400	\$50,901 - 81,450	\$56,551 - 90,500	\$61,051 - 97,700	\$65,601 - 104,950	\$70,101 - 112,200	\$74,651 - 119,450
D	\$63,351 or greater	\$72,401 or greater	\$81,451 or greater	\$90,501 or greater	\$97,701 or greater	\$104,951 or greater	\$112,201 or greater	\$119,451 or greater

If you receive any of the following benefits, please circle all that apply:

AFCID Benefits Social Security Unemployment benefits Disability benefits

Have you attended a Renaissance Orientation?

- Yes
- No

Have you attended a Launch Your Business Workshop?

- Yes
- No

How did you hear about Renaissance? _____

Have you taken other Renaissance classes? Please list: _____

If You Are NOT Yet in Business

Business Idea: _____

Expected Field/Industry: _____

Estimated funds needed for start-up: _____ Targeted opening date: _____

Potential jobs created (including yourself): _____

Do you have any experience in the field that you're beginning your business in? If so, please list:

Education

High School: (name and year graduated): _____

College, business school or specialized training (name of schools, year attended and graduated):

Work History

Current Employed

Currently Unemployed

Briefly describe three positions, starting with your most recent job (year, company name, position, responsibilities). Please attach a copy of your resume, if available, to the application form.

Business Development Statement

On a separate page, please provide an overview of where you are with your plans to start your business or grow your existing business. Address areas such as research completed, test marketing, successes, challenges, skills and experience you possess related to the business, and why this specific class will help you achieve your goals. Also tell us why you chose this particular business and why you are passionate about it.

Special Requirements

Please describe any special requirements you might have, i.e., language, hearing or sight impairment (including color blindness), dyslexia or physical disability. We will use this information to make the appropriate accommodations to your training experience.

Signature _____ **Date:** _____

Reasonable accommodations for persons with disabilities will be made. Please contact the Training Coordinator at 415-348-6248.

Training Class Application Checklist:

- Non-refundable application fee of \$25
Send Check to:
Renaissance Entrepreneurship Center
Attn: Antoinette Sanchez
275 5th Street
San Francisco, CA 94103
You can also fax your application to 415-541-8589 and mail your application fee separately.

- Business Development Statement (attach to application)

- Proof of Income (If you are requesting a scholarship.) **In addition to submitting proof of income, you must also fill out page the following page.**

Name: _____

If you are requesting a scholarship for the Training Classes, you must fill out the information below. You must also include Proof of Income with your application in the form of tax returns; unemployment stubs other verifying documentation of your financial situation.

Monthly Sources of Income	Yourself	Other members of household
Employment/job	\$	\$
Business income/self-employment	\$	\$
Disability payments	\$	\$
Unemployment benefits	\$	\$
Social Security benefits	\$	\$
Total	\$	\$

Expenses	Your Share	Total Household Bills
Rent/mortgage	\$	\$
Food	\$	\$
Credit card payment	\$	\$
Loan payments	\$	\$
Car payments (payments, insurance, maintenance)	\$	\$
Child related costs (childcare, books, toys, child support, tuition, etc.)	\$	\$
Other	\$	\$
Total	\$	\$

Assets and Liabilities	Assets (current value)	Liabilities (money owed)
Real estate (home and mortgage)	\$	\$
Vehicles (car(s) and car loan)	\$	\$
Cash (include savings and checking)	\$	
Business assets and liabilities	\$	\$
Accounts payable (credit cards, etc.)		\$
Student loans		\$
Other liabilities		
Other assets		
Total Assets: \$		Total liabilities: \$

Personal Worth (Assets less liabilities): \$