

Please utilize this document to assist in the preparation of completing the IMPACT Index



## PRE-SURVEY CHECKLIST

Documentation that will expedite the survey process:

- Performance or Impact Reports
- Yearly Budget
- Incubator Policies and Procedures
- Operations Reports
- Tenant/Client Requirements

- Applies to your program
- May apply to your program
- Not applicable to your program

### WHAT YOU WILL BE ASKED THROUGHOUT THE SURVEY:

BACKGROUND INFORMATION
OPERATIONS QUESTIONS
AFFILIATIONS & PARTNERSHIPS
PROGRAMMING & TENANT/CLIENT OFFERINGS
TENANT/CLIENT QUESTIONS
MISSION & GOALS
INCOME/FUNDING
APPLICATION & GRADUATION METRICS
FACILITIES METRICS
IMPACT METRICS
OPEN ENDED QUESTIONS

FOR MORE INFORMATION, PLEASE CONTACT THE RESEARCH TEAM AT 407-965-5653 EXT 600

