

Business Incubation Works!

Learn how business incubation can build value for your organization:
A free one-day forum for educators, government and community agencies

Wednesday, November 3, 2010, 8:30 a.m. to 4:00 p.m.
Toronto Fashion Incubator
285 Manitoba Drive, Exhibition Place, Toronto

Dear Colleague,

The Intergovernmental Committee for Economic and Labour Force Development in Toronto (ICE) and the City of Toronto invite you to a forum on **business incubation**.

Business incubator programs are designed **to accelerate early-stage companies and entrepreneurs by providing an array of business support resources and services** needed to succeed in today's global marketplace. Business incubation is one of the most buzzed about economic development tools being utilized around the world today. Hugely popular in the US, Europe and Asia, business incubation is still relatively new in Canada, representing a largely untapped opportunity.

Come hear two leading US experts share best practices for business incubation – **creating jobs, encouraging business formation, advancing innovation and commercializing new products and services**.

Tracy Kitts, Vice-President and Chief Operating Officer of the Ohio-based **National Business Incubation Association (NBIA)** – the world's leading organization advancing business incubation and entrepreneurship – will showcase successful incubation programs around the world.



Chuck Wolfe from **Claggett Wolfe Associates**, an expert incubator development consultant based in Auburn, California, will provide an in-depth review on how to leverage existing infrastructure to expand business incubation programs and services and alternative commercialization models in an academic environment.



There is **no cost** to participate in this forum. A light breakfast and lunch will be provided. Tours of the Toronto Fashion Incubator will also be featured. An agenda is attached.

Seating capacity is limited so **please RSVP** to info@icecommittee.org by no later than **Wednesday, October 27, 2010** (please indicate if you have any dietary restrictions or special needs). Feel free to call Enid Slack directly at 416-348-9935 if you have any questions.

Yours sincerely,



Enid Slack
Chair, ICE Committee



Michael H. Williams, General Manager
Economic Development & Culture, City of Toronto

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Agenda

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|---------------|---|
| 8:30 – 9:00 | Registration, continental breakfast and networking |
| 9:00 – 9:05 | Welcome
✓ Michael H. Williams, General Manager
Economic Development & Culture, City of Toronto
Introduction
✓ Enid Slack, Chair, ICE Committee |
| 9:05 – 10:15 | The Value of Business Incubation:
A Story of Positive Return on Investment (ROI)
✓ Tracy Kitts, Vice-President & COO, NBIA |
| 10:15 – 10:35 | Networking Break & Toronto Fashion Incubator Tour #1 |
| 10:35 – 11:45 | Best Practices in Business Incubation from Around the World
✓ Tracy Kitts, Vice-President & COO, NBIA |
| 11:45 – 12:00 | An Incubator Hatched My Multinational
✓ Hear How a Company Successfully Transitioned Through a
Business Incubator to Become a Multinational Enterprise |
| 12:00 – 12:45 | Networking Lunch & Toronto Fashion Incubator Tours #2 and #3 |
| 12:45 – 2:00 | Transferring High Tech Knowledge into Commercial Products
✓ Chuck Wolfe, Principal, Claggett Wolfe Associates |
| 2:00 – 2:15 | Networking Break |
| 2:15 – 3:55 | Maximizing Community Opportunities for Business Incubation
✓ Chuck Wolfe, Principal, Claggett Wolfe Associates |
| 3:55 – 4:00 | Closing Remarks – Enid Slack, Chair, ICE Committee |

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[About Our Forum Leaders](#)

Tracy Kitts has been Vice President and COO of the National Business Incubation Association since August 2003. He oversees the internal operations and finances of the 1,900-plus member organization of incubator managers, developers and other Economic Development professionals. He manages a staff of 12. NBIA currently has members from 49 nations, making it the most international business incubation association. NBIA has developed a comprehensive array of member services including publications, training, research, consulting and information clearinghouse activities, and it has significantly expanded its prestige in the United States and abroad. It is nearly five times larger than any of its peer associations.

Tracy joined the National Business Incubation Association (NBIA) as Director of Web Services in May 2000. As Director of Web Services he developed a Web site with over 5,000 pages of information on business incubation.

Before joining the staff at NBIA, Tracy was Associate Director of the Appalachian Center for Economic Networks, an economic development organization working to revitalize rural economies in Appalachia. While there, his primary focus was development and implementation of programs that used technology to promote the social networking of entrepreneurs, entrepreneurial resources, schools, and local government. Tracy also has worked in computer technology, accounting and real estate management.

Tracy is a trained meeting facilitator and has been invited to speak and moderate discussions on topics related to business incubation at numerous events and conferences. He is a graduate of Ohio University.

Chuck Wolfe, Principal, Claggett Wolfe Associates, is an economic development professional with extensive experience working in domestic and international settings. His work has ranged from strategic planning and feasibility assessment to program design and administration. Chuck has also founded two technology start-ups in the information management/software and electronic equipment sectors, and has worked with numerous small businesses in planning, marketing and capital acquisition.

Chuck holds a BS from the Pennsylvania State University in Environmental Resource Management, and an MBA from the University of Texas at Austin with an emphasis in Finance and Information Systems. He regularly serves as a trainer on topics such as "Best Practices" in business incubation, business retention and expansion, workforce development, loan program design and loan portfolio management. He has also been a featured speaker at domestic and international conferences on fostering small and medium sized enterprise development and growth.

Chuck has authored a number of guides on "Best Practices" including; a Best Practices Guide for Technology-Focused Incubators and a Guide to Preparing an Incubator Feasibility Study for the New Jersey Commission on Science and Technology, an EDA funded study for the California Office of Strategic Technology entitled: "Technology Innovation Centers: A Guide to Principles and Best Practices", and an NBIA publication "Best Practices in Action: Guidelines for Implementing First-Class Business Incubation Programs".

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Getting to the Toronto Fashion Incubator

Located steps away from Liberty Village, the Toronto Fashion Incubator (TFI) is located inside the historic "Music Building" at Exhibition Place, on the corner of Manitoba Drive and Quebec St., directly across from the police station and fire hall. TFI is located in the west end of the park; close to Dufferin Street.

Once you reach 285 Manitoba Drive, enter Pod 1, the north entrance to the building.

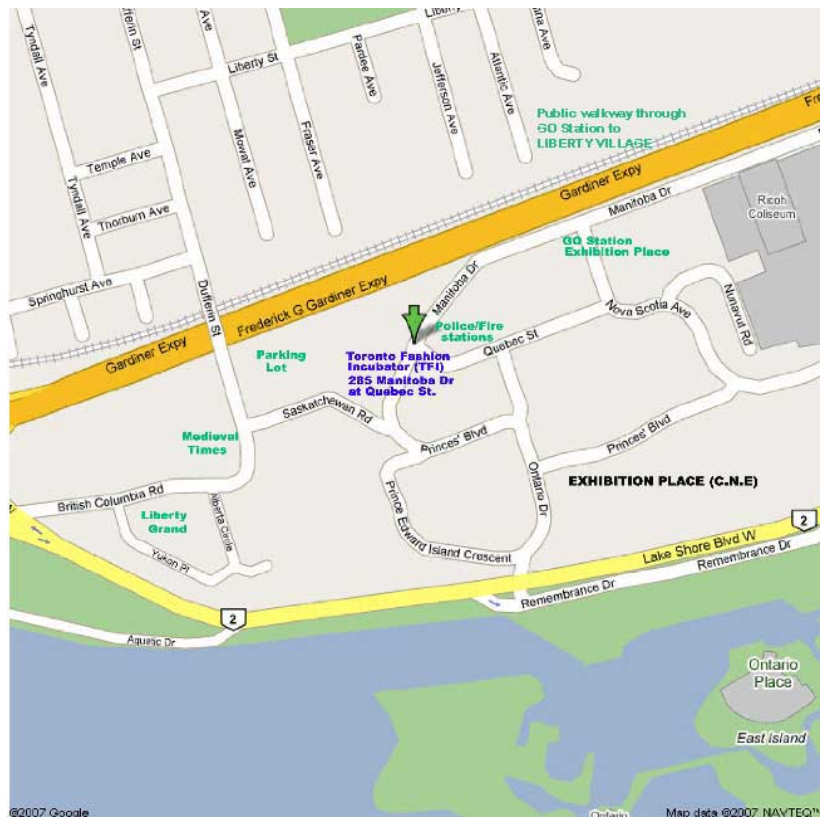
There is a **paid parking** lot on the north side of Manitoba Drive (accessible from Saskatchewan Rd.).

If travelling by **public transit**, the TTC 29D Dufferin bus (Exhibition/ Princes' Gate) provides direct service to TFI from the Wilson and Dufferin stations. Please note that the 29D Dufferin bus runs only until 9:00 a.m. (at the timed stop at Dufferin and Bloor) and the route stops right outside the doors of TFI. Between 9:00 a.m. and 3:10 p.m. take the 29 Dufferin bus which stops at the Dufferin gate and walk in to the TFI.

In the afternoon, the 29D Dufferin bus resumes service at approximately 3:10 p.m. and runs until 7:00 p.m.

TFI is also a short walk from the Exhibition Loop, near the Exhibition GO Station/ Ricoh Coliseum. Frequent streetcar service to Exhibition Loop is operated from Union Station on the 509 Harbourfront route, and from Bathurst Station on the 511 Bathurst route.

If travelling by **GO Train**, exit at Exhibition Place and walk west along Manitoba Drive to Quebec Avenue.



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