

2020 USASBE CONFERENCE

GRANTING STOCK OPTIONS TO NEW EMPLOYEES (HANDOUT)

Shoobx Resources:

- <https://info.shoobx.com/get-the-free-shoobx-guide-to-starting-a-startup>
- <https://blog.shoobx.com/paper-trail-a-chronology-of-documents-generated-by-a-sample-startup>
- <https://blog.shoobx.com/deploying-technology-for-better-client-service>
- <https://blog.shoobx.com/onboarding-new-employees>
- <https://blog.shoobx.com/how-to-create-good-offer-letter>
- <https://blog.shoobx.com/intellectual-property-assignment-agreements>
- <https://blog.shoobx.com/what-is-a-cap-table>
- <https://blog.shoobx.com/how-to-calculate-company-ownership>
- <https://blog.shoobx.com/stock-grants-for-startups>
- <https://blog.shoobx.com/how-to-setup-a-stock-incentive-plan>
- <https://blog.shoobx.com/how-to-better-structure-stock-options>
- <https://blog.shoobx.com/409a-valuation-for-your-company>
- <https://blog.shoobx.com/how-to-use-rule701-to-grant-equity>
- <https://www.youtube.com/watch?v=VqJDtsOLEZE> (VIDEO – Managing Equity)

Examples of Paperwork:

- Orrick, Herrington & Sutcliffe LLP's Startup Forms (for Equity Compensation) @ <https://www.orrick.com/en/Total-Access/Tool-Kit/Start-Up-Forms/Equity-Compensation>
- Reed Smith LLP's RStart Documents @ <https://www.rstart.com/documents/>
- Documents provided by these firms include:
 - Stock Plan or Stock Incentive Plan (SIP)
 - Summary of SIP
 - Board Approval of SIP
 - Stockholder Approval of SIP
 - Option Agreement (Grant)
 - Board Approval of Option Grant
- Links to other documents @ www.CrazyBrains.com

Other Videos:

- *Office Space* (clip on importance of employee equity): <https://www.youtube.com/watch?v=BTdOHB1ppx8>
- Harvard i-lab's Startup Secrets: Culture, Vision, Mission: <https://www.youtube.com/watch?v=EM1a3XhQpnk>
- Harvard i-lab's Startup Secrets: Hiring & Team Building: <https://www.youtube.com/watch?v=vts7vU0rOvQ>

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