

SUMMER 2006 RESEARCH FUNDING OPPORTUNITY

Seed/Assistance Funding for Research or Commercial Partnering Activities at Participating Lancaster/Harrisburg Higher Education Institutions

A Keystone Innovation Zone Initiative



Guideline and Application Information for Funding for Summer 2006 Activity

Key Dates for Initial Round of Funding

January 2006	RFP Released
March 1, 2006	Proposals Due
April 1, 2006	Grant Award Notification
Mid-May – August, 2006	Project Activity
September 2006	Project Summary Deadline



HARRISBURG REGIONAL CHAMBER.
CAPITAL REGION ECONOMIC
DEVELOPMENT CORPORATION



Ben Franklin
Technology PARTNERS
Central and Northern Pennsylvania

Program Summary

Through the PA Department of Community and Economic Development (DCED, sites in both Lancaster and Harrisburg have been selected as Keystone Innovation Zones (KIZs). The primary goals of KIZs are to encourage the creation of new business, expand the research and development sector of Pennsylvania's economy and facilitate innovation and technology transfer to existing companies. (For more information on KIZs, go to www.newpa.com.)

As part of this broad initiative, DCED recently awarded funds to Lancaster's and Harrisburg's KIZs to support innovation and market commercialization efforts and to foster partnerships between higher education and the private sector. A portion of the funds will be used to develop a regional technology transfer effort that will help guide our region's colleges and universities as opportunities for technology commercialization and higher education/private business partnerships arise.

Funds from DCED are also being dedicated to provide grants (the Seed/Assistance Fund) to incentivize faculty research and collaborative partnership within our region. This document provides information on eligibility requirements, application procedures and award criteria related to the Seed/Assistance Fund.

Eligible Activities

The Seed/Assistance Fund is intended to support innovation within higher education partners and between the higher education sector and private business. Specifically, these grant funds are intended to be used to assist in the commercialization of a product, innovation or technology, to test the feasibility of a technology or product and to assist a company in completing a milestone project that will directly help catalyze the growth of the company. The scope of projects includes, but is not limited to:

- Design/development of a product or process
- Prototype development and testing
- Market assessments/feasibility analysis
- Technology assessments
- Proof of concept studies
- Production feasibility analysis
- Financial and business modeling
- E-commerce tools or applications

Grant funds are to be used for activities occurring and to be completed over the academic summer break between May and August 2006. No contract extensions will be granted and all unspent funds must be returned.

Funds awarded will be up to \$10,000 per applicant.

Eligibility Requirements and Activities

Eligible Applicants may be faculty, staff or students at one of the following partner institutions:

- Penn State Harrisburg
- Penn State Milton S. Hershey Medical Center/College of Medicine
- Central Pennsylvania College
- Dickinson College
- Franklin & Marshall College
- Harrisburg Area Community College
- Harrisburg University
- Lancaster General Hospital/
Lancaster General College of
Nursing and Health Sciences
- Pennsylvania College of Art &
Design
- Messiah College
- Millersville University
- Shippensburg University

Seed/Assistance Funds may be used for salary/wages and/or materials. Funds may be used to purchase specialized equipment if the applicant can demonstrate the essential role the equipment plays in advancing critical research or processes. Funds may not be used for overhead.

Preference will be given to projects that relate to one of the following industries:

- Advanced materials
- Agriculture/Food Services
- Biotechnology/Life Sciences
- Information Technology
- Medical Devices/Healthcare
- Nanotechnology
- Telecommunications

Preference also will be given to proposals that involve a partnership with a private sector company and which:

- are located within the Lancaster or Harrisburg KIZ markets (inclusive of Lancaster, Cumberland and Dauphin counties.) The company must have a principal place of business in, or must have relocated to, and be primarily domiciled in the Central Pennsylvania area prior to the receipt of Seed/Assistance Funds and must commit to remaining in the region for a period of one year;
- include companies that have incorporated within eight years of the application date;
- have the potential to lead to a spin-off new business or licensing opportunity, and;

Preference also will be given to proposals that involve a partnership among two or more higher education institutions in the region.

Finally, preference will be given to proposals that contain matching funds or contributed services.

Application Process and Checklist

Applicants must submit the following information:

- Signed Application Cover Letter that includes contact information for the principal applicant.
- Application including applicant's signature and signature of authorized university representative and all requested materials.
- Letter of Approval from the Head of the Department, Faculty Advisory or Staff Supervisor.
- Letter of Support from partner business, if applicable.

Application Deadline

All materials are due by 4:00 PM on Wednesday, March 1, 2006.

Please send six (6) copies of your application packet to:

Lisa Riggs
Executive Director
James Street Improvement District
206 West James Street
Lancaster, PA 17601

E-mail or faxed applications will not be accepted.

Please contact Lisa Riggs at **lisariggs@comcast.net** with any questions regarding the application with the subject reference of Keystone Innovation Grant Application.

Approval Process

- Applicants will receive e-mail notification acknowledging receipt of the completed application.
- Applications will be reviewed and approved by the KIZ Oversight Committee comprised of the KIZ Coordinators from Lancaster and Harrisburg, representatives from Ben Franklin Technology Partners, the Venture Investment Forum and subject matter experts from among the partner institutions.
- Successful applicants will be notified in writing by April 1, 2006. Disbursement of funds and reporting requirements will be discussed in the award letter. All grant funds must be expended by September 30, 2006.

Seed/Assistance Fund Application

Application for Summer 2006 Grants

Applicant Name/Title: _____ Faculty/Staff/Student (circle one)

Higher Education Institution: _____

Address: _____

Phone: _____ Fax: _____ E-mail: _____

Project Title: _____

Amount of Grant Request: \$ _____

Does the project involve an private sector partner? Yes _____ No _____

Business Name: _____

Contact Name/Position: _____

Address: _____

Age of Company/Year Founded: _____ Type of Business: _____

*Please include a letter of support from the company (on company letterhead).

Does the project involve any other faculty, staff or students? Yes _____ No _____

Name/Position/Institution: _____

Name/Position/Institution: _____

Name/Position/Institution: _____

Other Required Information:

- A one paragraph abstract of the project.
- A narrative of no more than 3 pages that details the proposed research/project. The narrative should include project background, specific objectives to be accomplished with the funds and details on the scope of work. Specific emphasis should be put on the innovation/technology/product being researched and its potential for commercialization. If the application involves a business partner, also include background information on the company and on the relationship between the institution and the company.

- Brief curriculum vitae (2-3 pages) of the lead applicant and brief biographies of any additional parties involved.
- A budget providing specific detail on how the grant funds will be used. Include details on matching funds or in-kind support from the institution or collaborative partners. If the grant is a component of a larger initiative, please provide details on the overall budget for the larger project including information about other sources of funds available.

Submitted by:

Applicant:

Signature: _____

Name: _____

Title: _____

Date: _____

Authorized University Representative:

Signature: _____

Name: _____

Title: _____

Date: _____

Received: _____ Date: _____