



SCRA Small Business Innovation Research (SBIR) and Small Business Technology Transfer Research (STTR) Phase I Matching Grant Program

Appendix C - Application

*For complete application guidelines, please review the current SC Launch solicitation;
<http://scra.org/what-we-do/support-entrepreneurs/types-of-support>*

The SBIR/STTR Phase I Matching Grant are for companies who have been approved to receive a federal agency award. This grant matches the agency award one to one, up to \$50,000 per company or as designated in the current fiscal year matching grant program solicitation. Matching grants are limited at A company can only receive one matching grant per solicitation year, and each company is limited to two SBIR Matching Grants in the company's lifetime.

Note: The SBIR/STTR Phase I Matching Grant applies to federal agency Phase 1 awards only

- Qualifications:
 - The company must be, or eligible to become, an SC Launch Client Company
 - Current SC Launch Client Company requirements are available for review on the SCRA website;
<http://scra.org/what-we-do/support-entrepreneurs/become-a-company>
 - Sole proprietorships or Individuals working outside of a company are not eligible
 - The company must be registered to conduct business in the State of South Carolina as authorized by the Office of the Secretary of State prior to award of the matching funds
- Funding amount:
 - SBIR/STTR grants will be matched, one to one with the agency award amount, up to a limit of \$50,000 and based on clearly described reasoning for the funding need and well-defined intended uses of those funds
 - A company may receive one matching grant per solicitation year (SCRA Fiscal Year)
 - A company may receive a maximum of two SBIR/STTR matching grants during its lifetime
- Use of funds:
 - Supplemental funding to assist the company in completing the awarded research activity
 - The funds should not be used for long-term commitments such as salaries and rents
- Application process:
 - An online, matching grant application can be found on the SCRA website;
<http://www.scra.org/what-we-do/support-entrepreneurs/types-of-support>
 - The application should include the following elements:
 - Use of Funds Statement
 - Federal Agency Award letter

- Description of the benefits to South Carolina
 - If available, a business plan and/or commercialization plan
- Review procedure:
 - Applications will be reviewed bi-annually, in February and August
 - Qualified applicants will be invited to discuss their applications with the SCRA Grant Review Committee; feedback and a final decision will be provided in writing to the applying company within two weeks of a presentation
- Funds distribution:
 - Grant funds will be distributed within one week of authorization decisions and submission of completed tax reporting information from the company
 - 75% of the funds will be distributed upon the approval of the grant match
 - A 25% reserve will be held until a final federal agency report is submitted to SCRA
 - SCRA should receive a copy of the final report within 30 days following submission of the report to the awarding agency.
 - The company must return all of the matching funds to SCRA if it leaves South Carolina within 12 months of the final distribution of monies.

SCRA SBIR/STTR Phase I Matching Grant Program

1. Company name (including extension such as Inc., LLC, Corp, Ltd, etc.)		2. Company Federal tax ID number (EIN)	
3. Company address (Street Address)			
(City)	(County)	(State)	(Zip)
4. Company mailing address (if different from question 3) (Street Address)			
(City)		(State)	(Zip)
5. Previous names, if any, used by this Company (other than name listed in question 1 of this application)			

6. Telephone numbers (work /cell)	7. Fax number	8. South Carolina House of Representatives District #	9. South Carolina Senate District #	10. Federal Congressional District #
11. Company contact name and e-mail address				
12. Company Website http://				
13. Kind of Company (Refer to Solicitation for eligibility): S-Corporation ____ C-Corporation ____ LLC ____ Trust ____ Partnership ____ Government ____ Unincorporated Association ____ Other ____ Please Specify _____				
14. Does the Company have a Conflict of Interest policy? (if yes, please attached to Application)	_____ Yes	_____ No		
15. Is the Company a for-profit business?	_____ Yes	_____ No		
16. Does this business have its principal place of business in South Carolina and no less than fifty-one percent (51%) of its payroll as defined in the Program Guidelines located in South Carolina?	_____ Yes	_____ No		
17. Will, at a minimum, fifty-one percent (51%) of the activities conducted under Phase I be performed in South Carolina?	_____ Yes	_____ No		
18. Has the Company received official notification of Phase I award by the federal SBIR/STTR agency for which Matching Grant funding is sought on or after July 1, 2016?	_____ Yes	_____ No		
19. Does the Company have any overdue tax debts?	_____ Yes	_____ No		
20. Program: <input type="checkbox"/> SBIR <input type="checkbox"/> STTR Fast-Track? Y N				

21. Project Title	
22. Federal Agency to which proposal was submitted:	Solicitation Number: Date Awarded:
23. Total Federal SBIR Award Amount \$	24. Total STTR Federal Award Amount \$

25. Name of Principal Investigator(s) (P.I.)	
26. Title	
27. Signature and Date of Authorized Company Officer	28. E-mail Address
<p>29. A description of the project in non-technical terms including a description of how the Matching Grant will be used by the Applicant and the projected impact on the scope and success of the Project. This description shall include: (1) a description of the plan of work; (2) Detailed Matching Grant Project Budget (including the Applicant potentially receiving matching funds); (3) a list of all contractors/subcontractors/consultants, (including addresses) for the Project and (4) a timeline and description of deliverables by all contractors/subcontractors/consultants; (5) projected impact of the project.</p>	

The Applicant certifies that all statements, representations, and warranties made by the Applicant, or on its behalf, and any materials furnished by the applicant or on its behalf in connection with this Application, including the information provided by the Applicant in the attached "**Applicant Information Form**", are true, accurate and complete in all material respects, and do not contain any material misstatement of fact or omit to state a material fact or any fact necessary to make the statements contained herein or therein not materially misleading, to the best of the Applicant's knowledge and belief.

The Applicant certifies that it has reviewed and understands the Guidelines for the SCRA SBIR/STTR Phase I Matching Grant Program, and that it meets all of the applicable eligibility requirements.

The Applicant understands that disbursement of funds is based upon the Applicant's compliance with the terms outlined in the Match Solicitation and Guidelines and may be subject to recapture for non-compliance.

The Applicant acknowledges and accepts SCRA's absolute right in its sole discretion to withhold, discontinue, or retract and recover in part or in full any monies awarded and/or distributed pursuant to the SBIR/STTR Phase I Matching Grant Program if it is determined that the Applicant has engaged in unlawful conduct or conduct which violates the spirit and intent of the Matching Grant Program.

30. Name of Authorized Company Official [Please type.]

31. Title of Authorized Company Official

32. Signature and Date of Authorized Company Official

33. E-mail Address

3a. Please describe in 100 words or less the technology that the SBIR or STTR award pertains to:

4. Please describe briefly the main products/processes/services your Company produces.

5. North American Industry Classification System Code (NAICS) applicable to your Company's main business operations.

6. Types of employees	Current number of employees per category	Current number of employees in South Carolina (if different from column to left)
a) Professional / Scientific		
b) Management		
c) Technical / Technician		
d) Skilled labor		
e) Unskilled labor		
f) Other (please describe)		

7. How will your Company use the SCRA SBIR/STTR Matching Grant funds, if awarded? Please indicate your best estimate of the percentage expenditures on the table below.

Estimated Percentage Expenditures	SCRA SBIR/STTR Matching Funds
a) Wages and salaries	%
b) Facility rental	%
c) Supplies	%
d) Research-related equipment	%
e) Computer software	%
f) Consultant fees	%
g) Other (please specify)	%
h) Travel	%
i) Patent filing / maintenance	%

8. Does your Company's project involve patentable products/processes or copyrightable intellectual property?

Yes No

If "No," please go to question 9.

If "Yes," please answer Parts a) below.

a) What is the estimated number of patents issued, or expected to be issued? (please circle)

1 2 3 4

_____ (Over 4, please specify.)

9. Does your Company plan to manufacture/produce your product/service in South Carolina? Yes No

If "Yes," please answer Parts a) through d) below. [If "No," please explain why not.]

a) What do you estimate will be the value (retail) of the product/services sold in the first full year of production?

0 - \$100,000

\$2,000,000 - \$5,000,000

\$100,000 - \$500,000

\$5,000,000 - \$10,000,000

\$500,000 - \$2,000,000

_____ (Over \$10,000,000, please specify)

b). What will be the nature of the market for the product or process that is the subject of your Phase I application? (Please check the appropriate box.)

Government

Commercial Market

Both Government and the Commercial Market

c) Is there a similar product/process on the market today? _____ Yes _____ No

If "No," please skip to Part d) below.
If "Yes," please answer i) through iv) below.

- i) What is the current unit price of the similar product? (Designate wholesale or retail) \$ _____
- ii) How many are currently sold annually (Designate nationally or worldwide) _____
- iii) What is the pricing trend / history? (Rising or falling) \$ _____
- iv) What is your Company's current or predicted market share, if any? _____ %

d) Potential Market (Please attach additional sheets, as necessary, to further explain your market analysis.)

- i) What is your estimate of the unit price at which the product/process will be offered?
(Designate wholesale or retail) \$ _____
- ii) How many do you estimate you will sell annually during the first year of sales?
(Designate nationally or worldwide) _____
- iii) During the second and third years of sales? 2nd year _____ 3rd year _____

10. Does your Company anticipate making licenses available to producers/manufacturers of your product/process?
_____ Yes _____ No

If "No," please go to question 11.
If "Yes," please answer Part a) below.

a) What do you estimate will be the total value of the license(s)?

- | | |
|-------------------------------|---|
| _____ 0 - \$100,000 | _____ \$2,000,000 - \$5,000,000 |
| _____ \$100,000 - \$500,000 | _____ \$5,000,000 - \$10,000,000 |
| _____ \$500,000 - \$2,000,000 | _____ (Over \$10,000,000, please specify) |

11. **Follow-on Funding** Does your Company have a commitment for follow-on funding at the end of Phase II, other than that the revenues listed in Questions 7 & 8 above?

_____ Yes _____ No

Is your Company in the process of negotiating for such funding?

_____ Yes _____ No

If the answer to either question is "Yes," please describe the nature and approximate dollar value of the follow-on funding and its current status.

12. What effect will SCRA SBIR/STTR Phase I Matching Grant funds and Federal SBIR/STTR funds, including Phase II funding, if awarded, have on your Company's employment planning? Please indicate estimated numbers on the table below.

Estimated Job Impact - Number of full-time equivalent jobs

If funding is received, what is the number of jobs expected to be created in the following categories, if any?	With Federal SBIR/STTR Phase I and Phase II funds, if awarded		With SCRA SBIR/STTR Phase I Matching Grant funds	
	Phase I	Phase II	Phase I	Phase II
a) Professional / Scientific				
b) Management				
c) Technical / Technician				
d) Skilled Labor				
e) Unskilled Labor				
f) Other (please describe)				

SUCCESS RATES: The following questions will assist SCRA in determining the overall success rates of South Carolina companies applying for Federal SBIR/STTR awards.

13a. Has your company applied for any Federal SBIR or STTR awards in the last five (5) years? ___ Yes ___ No

13b. Has your company received any Federal SBIR or STTR awards in the last five (5) years? ___ Yes ___ No

If "Yes", please supply information for each award in the appropriate section below. Attach additional sheets, as needed.

SBIR/STTR Phase I Applications - Federal Awards Received

Year Award Received	Project Title	Check one.		Federal Agency	Award Amount
		SBIR	STTR		

SBIR/STTR Phase II Applications - Federal Awards Were Not Received				
Year Federal Application	Project Title	Check one.		Federal Agency
		SBIR	STTR	

RESOURCES

<p>15. a) Are you familiar with SCRA, SC Launch, its available programs and its Resource Network? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>b) Have you ever applied to SC Launch? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, when? _____</p> <p>c) Are you a current SC Launch client company? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>d) Have you received previous funding from SCRA and/or SC Launch? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how much was awarded? _____</p>
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REQUIRED: To receive any matching grant for your awarded SBIR/STTR grant, you must also be eligible to become a SC Launch Client Company. Please fill out the Client Company application online as well, if you have not done so yet.

Please submit completed applications and relevant supporting documentation to apply@scra.org.

If you have questions or need assistance regarding this application, please contact SCRA via email at info@scra.org or via telephone at

Coastal Region 843-760-3242
 Midlands Region 843-343-5302
 Upstate Region 864-546-0328

Thank you for your interest.

By submitting this application, you are authorizing SC Launch to perform a background check on the person(s) listed as contact, principles, founders, partners, etc.

If you are approved for funding, SC Launch may use your name, company description and/or logo in printed and electronic material, including the SCRA website.