



Small Business Innovative Research (SBIR)  
Small Business Technology Transfer (STTR)  
Fiscal Year 2017 Matching Grant Program Solicitation

Submission Dates: July 1, 2016, through June 30, 2017  
Closing Date: 5:00pm, Eastern Daylight Time, June 30, 2017

**SCRA**  
1000 Catawba Street  
Columbia, SC 29201  
843-760-5893  
[www.scra.org](http://www.scra.org)  
[info.sclaunch@scra.org](mailto:info.sclaunch@scra.org)

TABLE OF CONTENTS

NOTICE OF AVAILABILITY OF FUNDS AND FY 2016 PROGRAM SOLICITATION

I. SUMMARY

II. ELIGIBILITY, LIMITATIONS ON AWARDS AND USE OF MATCHING FUNDS

III. AWARD STRUCTURE; MILESTONES

IV. APPLICATION REQUIREMENTS, ELECTRONIC SUBMISSION

V. APPLICATION PREPARATION AND SUBMISSION, ELECTRONIC FILING WAIVER

VI. APPLICATION REVIEW AND APPROVAL

VII. REPORTING REQUIREMENTS

VIII. GENERAL INFORMATION

APPENDIX A –STATUS REPORTING

APPENDIX B – FINAL REPORT REQUIREMENTS

APPENDIX C – APPLICATION

EXHIBITS I – PROGRAM GUIDELINES

**Notice of Availability of Funds and FY 2017 Program Solicitation  
for  
SCRA SBIR/STTR Phase I Matching Grant Program**

Announcement: Notice of Solicitation for Grant Application under the SCRA SBIR/STTR Phase I Matching Grant Program.

Statute and Guidelines: This solicitation is issued pursuant to the Matching Grant Program established by SCRA allowable under South Carolina Code § 13-17-87 and the program Guidelines that govern the administration of this Program. **The Guidelines are set forth in Exhibit I hereto, and are incorporated into this Solicitation by reference** as though set forth in their entirety herein.

Solicitation Period: July 1, 2016 to 5:00PM Eastern Daylight Time on June 30, 2017 or until the Matching Grant Program funds for FY 2017 have been exhausted.

Key Dates: The Closing Date for receipt of application under this Announcement is June 30, 2016. No application or supplemental materials submitted in response to this Announcement will be accepted after the Closing Date or after funds available for this Solicitation have been exhausted. **Applicants must have received official notification of Phase I awards by the Federal SBIR/STTR agency on or after July 1, 2016.**

Maximum Grant Amount: 50% of the Federal SBIR/STTR Program Phase I award, not to exceed \$50,000.

## **I. SUMMARY**

The SCRA SBIR/STTR Phase I Matching Grant Program is a program designed to award matching funds to for-profit, South Carolina-based companies that have been granted a Small Business Innovation Research Program or Small Business Technology Transfer Program (the “Federal SBIR/STTR Program”) Phase I award. “South Carolina-based” is defined as “a business registered and in good-standing with the South Carolina Secretary of State with its principal place of business in South Carolina and no less than fifty-one percent (51%) of its payroll (as defined in the Guidelines) located in South Carolina.”

The Federal SBIR/STTR Program provides funding for competitions in two phases that are relevant to the SCRA Matching Grant Program: **Phase I** – to conduct feasibility research; and **Phase II** – to expand and develop Phase I results and develop commercial viable innovations. More information about the Federal SBIR/STTR Program may be found at [www.sbirworld.com](http://www.sbirworld.com).

SCRA administers the SCRA SBIR/STTR Matching Grant Program in the manner set forth in Guidelines for the SCRA SBIR/STTR Phase I Matching Grant Program. **These Guidelines are incorporated into this Solicitation as Exhibit I. Terms not otherwise defined herein have the meaning set forth in the Guidelines.**

## **II. ELIGIBILITY, LIMITATIONS ON AWARDS AND USE OF MATCHING FUNDS**

An Applicant must satisfy the eligibility requirements and is subject to the limitations set forth in the Guidelines.

**Applicants are strongly encouraged to read and understand the Guidelines to determine if they are eligible to submit an Application.**

An Applicant may receive no more than one (1) Matching Grant during the period covered by this Solicitation. Read Section E (Limitations on Matching Grants) in the Guidelines for more details.

**Allowable Uses of Matching Funds:** Under the Matching Grant Program allowable costs are those related directly to the project for which a Federal Phase I award has been made and for which the Matching Grant funds have been made available including, but not limited to, direct costs for conducting additional technology development work, testing and validation of product prototype or the technology, protection of intellectual property, market research, patent search, development of a business plan, hiring technical and business employees or consultants, reasonable travel and purchase of small equipment. Companies will not be allowed to charge a fee as allowed by the federal agencies on their SBIR/STTR Phase I grant.

### III. AWARD STRUCTURE; MILESTONES

1. Applications will be considered, and funds awarded, as established in the Guidelines through the end of this Solicitation Period, or until the funds available under this Solicitation have been exhausted.
2. Subject to satisfaction of all other requirements, Matching Grants will be disbursed as described in the Guidelines.
3. So long as funds remain available, for each approved Application, allowable Matching Grants will be made in the amount of:

**50% of the Federal SBIR/STTR Program award amount, not to exceed \$50,000.**

### IV. APPLICATION REQUIREMENTS, ELECTRONIC SUBMISSION

Applicants must use the required application forms provided in this Solicitation and must comply with all requirements of this Solicitation (including the Guidelines) in order to be eligible for funding. All Applications under this Solicitation must be submitted electronically by emailing the required documents to [info.sclaunch@scra.org](mailto:info.sclaunch@scra.org).

**Proprietary or company confidential material included in a proposal for Federal funding shall be clearly marked by the Applicant on the documentation it provides with its Matching Grant Application.**

To be considered for an award of the Matching Grant, each Applicant must submit the following documents, clearly identified:

- A. A completed Application (**Appendix C**) in which the Applicant certifies that not less than fifty-one percent (51%) of its payroll (as defined in the Guidelines) are located in South Carolina and not less than fifty-one percent (51%) of the activities conducted under the SBIR/STTR effort (including Phase II efforts, if awarded) will be performed in South Carolina. On the Application, the Applicant also certifies that it has no overdue tax debts.
- B. A current *Certificate of Existence* (for 'domestic' entities) or *Certificate of Authority* (for 'foreign' entities) for the Applicant issued by the South Carolina Secretary of State.
- C. A copy of the Federal Phase I Solicitation materials associated with the Application, showing the solicitation topic description, closing date and topic reference number. *Submission of a link to the solicitation does not satisfy this requirement.*
- D. A copy of the SBIR/STTR Phase I Application.
- E. Evidence that the Applicant has received an SBIR/STTR Phase I award. This evidence must include **one** of the following:
  - i. A copy of the executed Federal SBIR/STTR Phase I contract; or,
  - ii. An Official Notification of Award (see below) from the Federal funding agency.

**Official Notifications of Awards from a Federal Agency:** Official Notifications of Award may only be issued by the finance, accounting, contracting, or other unit of the Federal agency officially authorized to commit and obligate the agency under the terms of the Federal SBIR/STTR Solicitation for which a Matching Grant is sought. All other forms of notifications are not considered official for the purposes of the Matching Grant Program. *All Applications submitted without an Official Notification of Award will be deemed incomplete and not considered for the Matching Grant Program.*

### V. APPLICATION PREPARATION AND SUBMISSION, ELECTRONIC FILING WAIVER

The required documents listed in the previous section must be assembled and submitted to SCRA to be considered for the SCRASBIR/STTR Phase I Matching Grant Program.

1. Application Form (**Appendix C**)
2. A current *Certificate of Existence* or *Certificate of Authority* issued by the South Carolina Secretary of State
3. A copy of the Federal Solicitation materials
4. A copy of the SBIR/STTR Phase I application
5. Evidence of the SBIR/STTR Phase I award from the Federal funding agency

All Applications under this Solicitation must be submitted electronically by emailing the required documents to [info.sclaunch@scra.org](mailto:info.sclaunch@scra.org).

Applications must be submitted and all required supporting materials received in full no later

than 5:00 PM Eastern Daylight Time, on June 30, 2017. No Applications or supplemental materials submitted in response to this Solicitation shall be accepted after the earlier of 5:00 PM Eastern Daylight Time, June 30, 2017, or the time when total funds allocated to this Solicitation have been exhausted, except for supplemental material requested by SCRA pursuant to an Application previously received and under consideration. SCRA is not responsible for Applications or materials lost in transmission. Applicants not able to obtain Internet access or for whom the electronic filing requirement causes an undue hardship may request a waiver from the electronic filing requirement by submitting a statement in writing to:

SCRA  
1000 Catawba Street  
Columbia, SC 29201  
ATTN: SCRA SBIR/STTR Matching Grant Program, FY16 Solicitation,  
Electronic Submission Waiver Request

In this request, Applicant must clearly indicate why the electronic filing requirement causes undue hardship and provide a list of all factors that make compliance unduly difficult, expensive or cumbersome. All waiver requests will be handled on a case by case basis. If a waiver is granted, detailed filing instructions will be provided, and the Applicant must satisfy all requirements specified therein. Applicants are strongly encouraged to secure proof of submission (such as a 'delivery receipt' or 'read receipt' for email submissions) and proof of delivery for any materials that are transmitted in hard copy form.

## VI. APPLICATION REVIEW AND APPROVAL

1. Applications will be reviewed to ascertain compliance with the requirements of this Solicitation (including the Guidelines), through the end of the Solicitation Period.
2. To qualify for funding, Applications must be complete and in full compliance with all requirements. Incomplete or non-compliant Applications will be rejected without further review. At its discretion, SCRA may request supplemental materials from the Applicant and such materials must be received within fifteen (15) days of the date of the request or the Application may be rejected without further review.
3. Applications from Applicants using technology distinctly similar to, or having intellectual property conflicts or disputes with, existing SC Launch companies must be reviewed and approved by SCRA.
4. Applications that meet **all the requirements set forth herein** will be approved on a rolling, first-come, first serve basis, through the end of the Solicitation Period, or until the funds available for this Solicitation have been exhausted, whichever comes first.

SCRA will issue Matching Grant payments to Recipients in accordance with the schedule provided in Section III of this Solicitation. By accepting the Matching Grant funding, the Applicant agrees to the requirements specific to the Matching Grant as described in the Match Solicitation and Program Guidelines.

## VII. REPORTING REQUIREMENTS

All Recipients must submit the following:

1. **Status Reports** in the form and manner described in **Appendix A**, every six (6) months after the start date of the period of performance stated in the Federal Phase I award.
2. **Final Report** in the form and manner described in **Appendix B**, within thirty (30) days after the end date of the period of performance stated in the Federal Phase I award.

## VIII. GENERAL INFORMATION

### *Inquiries*

Inquiries about the Matching Grant Program should be addressed to:

SCRA  
1000 Catawba Street  
Columbia, SC 29201  
ATTN: Information Request - SCRA SBIR/STTR Matching Grant Program,  
FY16 Solicitation  
843-760-5893  
[info.sclaunch@scra.org](mailto:info.sclaunch@scra.org)

Current solicitation and application for SCRA funding programs is available at:

[http://www.scra.org/technology\\_ventures.html](http://www.scra.org/technology_ventures.html). Current Federal SBIR solicitations and program information is available on-line at: <http://www.sbirworld.com>.

## Appendix A –Status Reporting

### SCRA SBIR/STTR PHASE I MATCHING GRANT PROGRAM STATUS REPORT REQUIREMENTS

Please summarize the status of your company at this time in terms of:

1. Research progress;
2. The adequacy of the SCRA Matching Grant in meeting the company's needs; and
3. Whether the company is prepared to accept a Federal Phase II contract, if awarded.

If the company is unable to continue operations, even with the Matching Grant, explain why.

**This report is due to SCRA every six (6) months** after the start date of the period of performance stated in the Federal Phase I award.

## Appendix B – Final Report Requirements

### SCRA SBIR/STTR PHASE I MATCHING GRANT PROGRAM FINAL REPORT REQUIREMENTS

The following shall serve as the final report and must be filed with SCRA within thirty (30) days after the end date of the period of performance stated in the Federal Phase I award. **Failure of the Recipient to file a timely Final Report will negatively impact the Applicant's ability to receive future SCRA SBIR/STTR Matching Grants.**

Please provide a thorough and complete response to each of the questions below:

- 1) If your company was awarded a Federal Phase II contract, please state the date of award and the contract amount.
- 2) If a Phase II contract was awarded but the company was unable or unwilling to accept the contract, please explain.
- 3) Please state whether the company plans to continue the proposed research with its own resources if a Federal Phase II contract was not awarded. If this is the case will/did the SCRA Matching Grant contribute to the company's ability to continue the research?
- 4) Please discuss any material effects the SCRA Matching Grant had on your company.
- 5) Please list patent applications that were filed or approved since the award of the SCRA Matching Grant.
- 6) Please provide any general comments you may have about this program.
- 7) Please provide a summary of progress toward the achievement of the originally stated aims, a list of the results (positive or negative) considered significant, and a list of related publications.

## Appendix C – APPLICATION

### SCRA SBIR/STTR PHASE I MATCHING GRANT PROGRAM APPLICATION

[See separate file containing the Application Form]

## Exhibit I – Program Guidelines

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

**A. PROGRAM SUMMARY.** The SCRA SBIR/STTR Phase I Matching Grant Program (the “Matching Program”) is a program designed to award matching funds to South Carolina-based companies that have been granted a Federal Small Business Innovation Research Program or Small Business Technology Transfer Program (the “Federal SBIR/STTR Program”) Phase I award. “South Carolina-based” is defined as “a business registered and in good-standing with the South Carolina Secretary of State with its principal place of business in South Carolina and no less than fifty-one percent (51%) of its payroll (as defined in the Guidelines) located in South Carolina.”

The Federal SBIR/STTR Program is administered by eleven (11) Federal agencies for the purpose of providing research and development funding to small companies. Companies compete for funding under this program by submitting proposals in response to solicitations issued by participating Federal agencies. The Federal SBIR/STTR Program provides for funding competitions in three phases that are relevant to the SC Launch program: **Phase I** - to conduct feasibility research; **Phase II** - to expand and develop Phase I results and develop commercially viable innovations; **Phase III** – to provide commercialization support for the product or process developed in Phase II. More information about the Federal SBIR/STTR Program may be found at: [www.sbirworld.com](http://www.sbirworld.com).

SCRA administers the SCRA SBIR/STTR Matching Grant Program in the manner set forth in these Guidelines for the SCRA SBIR/STTR Phase I Matching Grant Program (the “Guidelines”). Funding for the program is provided by SCRA as approved by SCRA.

Companies may apply for funding under the Matching Grant Program by submitting an Application in response to a solicitation (a “Match Solicitation”) developed and issued by SCRA. Under the Matching Grant Program, a qualified business may receive one (1) SBIR/STTR Phase I Matching Grant (either an SBIR or an STTR Phase I award, a “Matching Grant”) during a Match Solicitation period. SCRA, based upon the availability of funds, sets the available Matching Grant amounts and the dates during which proposals may be submitted.

Under the Matching Grant Program, SCRA will review Applications **that meet all the requirements set forth in the Program Guidelines and the Match Solicitation**, on a rolling, first-come, first-serve basis, through the end of a Match Solicitation Period, or until the funds available for the Matching Grant Program have been exhausted, whichever comes first. Allowable awards will be made for up to 50% of an Applicant’s Federal SBIR/STTR Program award, up to the maximum amount of \$50,000 (as set by the relevant Match Solicitation), through the end of a Match Solicitation Period, or until the funds available for the Match Program have been exhausted, whichever comes first.

**B. PROGRAM PURPOSE.** The purpose of the Matching Grant Program is to foster job creation and economic development in South Carolina by increasing the competitive position of South Carolina small businesses in attracting SBIR and STTR grant funding, and provide an incentive for Phase I award-winning companies to participate in the more substantial Phase II program. The goals of the Match Program are to:

1. Increase the number of applications for Federal research dollars submitted by South Carolina small businesses;
2. Help South Carolina companies bridge the funding gap period between the final Phase I payment and the first Phase II payment in the Federal SBIR/STTR Program;
3. Increase the intensity of the research conducted under Phase I, making South Carolina small businesses more competitive in the competition for Phase II funds; and
4. Encourage the establishment and growth of high-quality, advanced technology firms in the State of South Carolina.

**C. DEFINITIONS.**

1. *Applicant* - a Small Business that submits an application for a Matching Grant.
2. *Application* - the required form(s) to be completed and any supporting materials submitted by an Applicant in response to a Match Solicitation.
3. *Federal SBIR/STTR Programs* – Defined in Section A.
4. *Payroll* – is the number of full-time employees working directly for the project, fifty-one percent (51%) or more

of whom are South Carolina residents; AND the gross payroll for the Applicant, fifty-one percent (51%) or more of which must be paid to South Carolina residents.

5. *South Carolina-based* – is defined as “a business registered and in good-standing with the South Carolina Secretary of State with its principal place of business in South Carolina and no less than fifty-one percent (51%) of its payroll (as defined in these Guidelines) located in South Carolina.”
6. *Program Guidelines or Guidelines* – Defined in Section A.
7. *Matching Grant* - Defined in Section A.
8. *Matching Program* - Defined in Section A.
9. *Match Solicitation* – Defined in Section A.
10. *Match Solicitation Period* – Defined in Section G.
11. *Recipient* - an Applicant who has been approved to receive, or has received, a Matching Grant.
12. *Small Business* - A small business concern as defined under the Federal SBIR/STTR Program guidelines that govern the proposal for which the Applicant is applying.

**D. ELIGIBILITY.** An Applicant must satisfy the following conditions in order to be eligible to submit an Application and be considered for a Matching Grant.

1. Applicant must certify that it is a for-profit South Carolina-based company and also a Small Business as defined in federal SBIR and STTR rules. Applicant agrees that it will retain its South Carolina-based status for not less than twelve (12) months from the date of final disbursement of Matching Grant funds. Applicant’s failure to meet this requirement will constitute default by the Applicant and result in it having to repay the entire Matching Grant to SCRA.
2. Applicant must agree that at least fifty-one percent (51%) of the activities conducted under the SBIR/STTR effort (including Phase II efforts, if awarded) will be performed in South Carolina.
3. Applicant must certify that it has no overdue tax debts.
4. Applicant must meet all Federal SBIR/STTR Programs eligibility requirements that are applicable to the relevant Federal solicitation.
5. Applicant must satisfy any other eligibility requirements established by SCRA as published in the Match Solicitation.
6. **Applicants who have received previous funding from SCRA and/or SC Launch may, or may not, be eligible for all, or part, of a Matching Grant. Please see Section E (Limitations on Matching Grants - below) for specific details.**
7. Applicant must have received official notification of Phase I award by the federal SBIR/STTR agency during the Solicitation Period, which begins on or after July 1, 2016.
8. Applicant may not apply for a second SCRA SBIR/STTR Phase I Matching Grant for which the Applicant has already received an SCRA SBIR/STTR Phase I Matching Grant.
9. Any Applicant that, in the judgment of SCRA, has failed to correct a material breach of a grant agreement or award under any program administered by SCRA is ineligible to submit an Application.

**E. LIMITATIONS ON MATCHING GRANTS.** An Applicant may receive no more than one (1) Matching Grant during the period covered by a Match Solicitation.

Applicants having received a convertible debenture or promissory note form of investment from SC Launch which has not converted into equity may be eligible to receive a Matching Grant. Such Applicants receiving a Matching Grant would have the outstanding balance on its convertible debenture or promissory note reduced by the amount of the allowable Matching Grant. In other words, a portion of the convertible or promissory note balance equal to the allowable Matching Grant would be forgiven. All awards, including debt reduction, are subject to Matching Grant stages as detailed in Section H (Fund Terms, Milestones).

Any Applicant with questions concerning its eligibility should contact SCRA via email at [info.sclaunch@scra.org](mailto:info.sclaunch@scra.org) or via telephone at 843-760-5893.

**F. USE OF MATCHING FUNDS.**

**Allowable Uses of Matching Funds:** Under the Matching Grant Program allowable costs are those related directly to the project for which a Federal Phase I award has been made and for which the Matching Grant funds have been made available including, but not limited to, direct costs for conducting additional technology development work,



testing and validation of product prototype or the technology, protection of intellectual property, market research, patent search, development of a business plan, hiring technical and business employees or consultants, reasonable travel and purchase of small equipment. Companies will not be allowed to charge a fee as allowed by the federal agencies on their SBIR/STTR Phase I grant.

**G. MATCH SOLICITATION, PERIOD, AND SUBMISSION.** For each funding cycle of the Matching Grant Program, SCRA will issue a request for funding proposals in the form of a Match Solicitation. These Guidelines are incorporated into all Match Solicitations, which shall also include but not be limited to: opening and closing dates for the solicitation (the "Match Solicitation Period"), the award amount available, reporting and proposal preparation guidance, and any required Application forms.

To qualify for an award under a Match Solicitation, an Applicant must have been notified that it is the recipient of a Federal SBIR/STTR Program Phase I award within the Match Solicitation Period, beginning July 1, 2016, through 5:00pm Eastern Daylight Time on June 30, 2017.

No applications or supplemental materials submitted in response to a Match Solicitation will be accepted after its closing date, or after funds have been exhausted.

**H. FUNDING TERMS, MILESTONES.**

1. Completed Applications will be considered, and funds awarded, on a rolling, first-come, first-serve basis, through the end of a Match Solicitation Period, or until the funds available for the Matching Grant Program have been exhausted.
2. So long as funds remain available, for each approved Application, allowable funds will be awarded in an amount up to fifty percent (50%) of the Federal SBIR/STTR Program award, but not to exceed \$50,000, or such lesser amount specified by SCRA in a Match Solicitation. SCRA may modify the award amounts based on availability of funds.
3. Subject to satisfaction of all other requirements including those requirements in the Match Solicitation, Matching Grants will be paid upon proof of Phase I award.

**I. APPLICATION REQUIREMENTS.** Applicants must use the required forms provided in the Match Solicitation and must fully comply with all requirements of these Guidelines and the Match Solicitation within the time period specified, in order to be eligible for a Matching Grant. Applications that do not include ALL of the documents specified in the Match Solicitation, or that contain documents that have not been fully completed, will be considered incomplete and will not be reviewed further. At its discretion, SCRA may request supplemental materials from the Applicant and such materials must be received within fifteen (15) days of the date of the request or the Application may be returned to the Applicant without further review.

**J. APPLICATION REVIEW AND APPROVAL.** Applications will be reviewed to ascertain compliance with the requirements in a Match Solicitation on a rolling, first-come, first-serve basis, through the end of a Match Solicitation Period, or until the funds available for the Match Program have been exhausted. Date and time of receipt of the complete Application (including all required documents) will be used to establish the order for consideration of Applications.

Applications will be approved on the basis of satisfactory compliance with all requirements as stated in these Guidelines and in the Match Solicitation.

**K. APPEAL.** If SCRA denies an Application, the Applicant may appeal this decision to SCRA, by written notice within thirty (30) days of the date of the denial notification or return of the Application, requesting reconsideration of the Application. Any reconsideration will be subject to availability of funds.

**L. GRANT AGREEMENT.** By accepting the Matching Grant funding, the Applicant agrees to the requirements specific to the Matching Grant as described in the Match Solicitation and Program Guidelines. Terms of performance agreed to by the Applicant include, but are not limited to, the following:

1. The Recipient shall comply with all requirements described in these Guidelines and the Match Solicitation,
2. The Recipient shall agree to become an SC Launch client company having access to the benefits and services of the SC Launch program.
3. The Recipient shall agree to prepare and submit regular status reports to SCRA as outlined in the Match

Solicitation.

4. The Recipient shall agree to prepare and submit a final report, as described in the Match Solicitation, to SCRA within thirty (30) days after the end date of the period of performance stated in the Federal Phase I award.
5. The Recipient, or designated agent, shall maintain records and accounts that properly document and account for the use of all Matching Grant Program funds for a minimum of five (5) years after the date of award. All such records and accounts shall be made available on demand by authorized representatives of SCRA for inspection and use in carrying out its responsibilities with respect to the administration of the Matching Grant Program.
6. The Recipient, or designated agent, shall comply with the certifications made by the Recipient as a condition of its Matching Grant. The Recipient shall also provide SCRA with timely copies of reports on any audits that review the use of Matching Grant funds.
7. In the event that an audit results in the determination that the Recipient has expended Matching Grant funds improperly, or that the Recipient has not complied with the certifications made by it as a condition of its Match Award, the Recipient shall, at a minimum, be required to reimburse the Matching Grant Program for all such costs, up to the full amount of the Matching Grant.
8. The Recipient will agree to retain its South Carolina-based status for not less than twelve (12) months from the date of final disbursement of the Matching Grant. The Applicant's failure to meet this requirement will constitute a default by the Applicant and result in having to repay one hundred percent (100%) of the disbursed Matching Grant funds to SCRA.

#### **M. GENERAL TERMS.**

1. No oral statement of any person shall modify or otherwise affect the terms and conditions of these Guidelines or of a Match Solicitation.
2. SCRA may reject any Application that does not comply with the requirements of the Matching Grant Program.
3. SCRA may refuse to approve an Application if it is not in keeping with the purpose of the Matching Grant Program.
4. SCRA may withdraw a Match Solicitation at any time.
5. The Matching Grant Program is funded by SCRA and awards are contingent upon the availability of SCRA funds for these purposes. **Future year solicitations are not guaranteed and are contingent upon approval by SCRA and the availability of SCRA funds for these purposes.**

**N. RELEASE OF INFORMATION.** All documents submitted to SCRA, including Applications, are public records governed by South Carolina Code and applicable provisions of the General Statutes protecting confidential information. When specific information in an Application is regarded by the Applicant and by law as confidential and not subject to disclosure under the South Carolina Freedom of Information Act, the Applicant should specifically and clearly designate it as such in writing on that portion of the Application in which the information appears. An Applicant should provide an explanation for why particular information is regarded as confidential. Applications should not be indiscriminately marked as confidential. However, the provisions of the South Carolina Freedom of Information Act shall govern the release of information.