



Fiscal Year 2018 Small Business Innovative Research (SBIR)  
Small Business Technology Transfer (STTR) Phase I  
Matching Grant Program Solicitation

Important Dates

Application Submission Closing Date

February 7, 2018

August 8, 2018

*Closing Time: 5:00pm, Eastern Time*

Application Review

February 20-21, 2018

August 22-23, 2018

*All eligible companies that have submitted a grant application will be invited to present to the Review Team.*

**SCRA**

1000 Catawba Street

Columbia, SC 29201

843-760-4080

[www.scra.org](http://www.scra.org)

[apply@scra.org](mailto:apply@scra.org)

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**Notice of Availability of Funds and FY 2018 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 (“Matching Grant(s)”).

Solicitation: This solicitation is issued pursuant to the Matching Grant Program established by SCRA allowable under South Carolina Code § 13-17-87 (incorporated into this Solicitation as Exhibit 1) and the Program solicitation (incorporated into this Solicitation as Exhibit 2) that govern the administration of this Program.

Solicitation Period: July 1, 2017 to June 30, 2018.

Key Dates: The closing dates for receipt of application under this Announcement are:  
Important Dates

Application Submission Closing Date

February 7, 2018

August 8, 2018

*Closing Time: 5:00pm, Eastern Time*

Application Review

February 20-21, 2018

August 22-23, 2018

*All eligible companies that have submitted a grant application will be invited to present to the Review Team.*

No application or supplemental materials submitted in response to this Announcement will be accepted after the Closing Date. **Applicants must have received official notification of Phase I award from Federal SBIR/STTR agency by the Application Submission Closing Date.**

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

**I. SUMMARY**

The Matching Grants are for companies which have received a written notice of award for an SBIR or STTR from a Federal agency. These Matching Grants are awarded through two competitive review cycles per year. The review criteria below are used to determine which applications will be approved. Note: The Matching Grant applies to Federal agency Phase I awards only.

The Matching Grant Program is designed to award matching funds to for-profit, South Carolina-based companies that have been granted an SBIR or STTR (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 Solicitation) located in South Carolina.”

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 incentivize Phase I award-winning companies to participate in the more substantial Phase II Program. The goals of the Matching Grant Program are to:

1. Increase the number of applications for Federal research dollars submitted by South Carolina small businesses;
2. Provide funding to increase the likelihood for Phase I awardees to obtain Phase II funding, including expanding research conducted under Phase I, enabling acquisition of key equipment, and undertaking market research and other business development activities not allowed under the Federal SBIR/STTR Program; and
3. Encourage the establishment and growth of high-quality, advanced technology firms in the State of South Carolina.

## II. QUALIFICATIONS

The applicant must be, or be eligible to become, an SC Launch Client Company. If the company is not yet an SC Launch Client Company, it must [apply](#). The applying 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 funds. Link to Secretary of State [website](#).

## III. FUNDING AMOUNT

Federal SBIR/STTR grants will be matched one to one with the Federal award amount, up to a maximum of \$50,000.

A company may receive one Matching Grant per SCRA Fiscal Year (July 1 – June 30) and a maximum of two Matching Grants during its lifetime (maximum of \$100,000).

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

## IV. USE OF FUNDS

1. Funding to complete projects crucial to positioning the company to obtain a Phase II SBIR/STTR.
2. Supplemental funding to assist the company in completing or expanding the Phase I research activity, including certain costs not allowed under the Phase I Federal award (e.g., patent expenses, market research, equipment purchases, development of business plan, and business development efforts).
3. The funds may not be used for long-term commitments such as salaries and rents.

Under the Matching Grants, fee/profit components are not an allowable expense.

## V. APPLICATION PROCESS and DOCUMENTS REQUIRED

**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:

- A. SCRA Matching Grant Application Form, including the following attachments:
  - i. Use of Matching Grant funds statement
  - ii. Specific hypothesis/aims from the funded Federal grant submission
  - iii. If available, a business plan, commercialization plan, executive summary, or pitch deck.
- B. A current *Certificate of Existence* or *Certificate of Authority* issued by the South Carolina Secretary of State
- C. A web link of the Federal Phase I solicitation associated with the application, showing the solicitation topic description, closing date and topic reference number.
- D. A copy of the funded 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:
  - a. A copy of the executed Federal SBIR/STTR Phase I contract; or,
  - b. 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 by the Application Submission Closing Date will be deemed incomplete and not considered for the Matching Grant Program.*

Applicants must use the required application forms. The Matching Grant application can be found on the SCRA [website](#). Applicants must comply with all requirements of this Solicitation to be eligible for funding. All applications under this Solicitation must be submitted electronically by emailing the required documents to [apply@scra.org](mailto:apply@scra.org).

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. REVIEW PROCEDURE AND CRITERIA**

Review procedures:

- Qualified applicants will be invited to discuss their applications with their SC Launch Regional Manager and SCRA Director of Academic Programs, and subsequently present to the SCRA Review Team
- Feedback and a final decision will be provided in writing to the applying company within two weeks of a presentation.
- Application will be considered in the subsequent funding cycle, if company does not receive a matching grant in the initial cycle. There is no need to resubmit the matching grant application to be considered for the upcoming cycle.

Review criteria:

- Potential for receiving a Phase II SBIR/STTR award
- Relevance of the SBIR/STTR project to SCRA key technology sectors (Advanced Materials/Manufacturing; Life Sciences; and Information Technology)
- Clear pathway to a subsequent Acceleration Grant and/or an SC Launch, Inc. investment
- Usage of funds that assists with accelerating the technology to commercialization and securing Phase II funding
- Viable technology with substantiated commercial potential
- History/status of the SC Launch Client Company and engagement with SCRA
- Recommendation of the SC Launch Regional Manager and the Director of Academic Programs
- Preference will be given to applications with connectivity to a public institution of post-secondary education in the State of South Carolina (either research collaborations under the SBIR/STTR or advancement of academic intellectual property), with additional weight being given to those applications for which the SBIR/STTR research is an area of research that is an institutional priority

## **VII. FUNDS DISTRIBUTION AND REPORTING REQUIREMENTS**

- Funds will be distributed according to the plan developed by the SC Launch Regional Manager and the applicant, which will be milestone-driven.
- The company will send to SCRA a copy of the final report within 30 days following submission of the report to the awarding agency. Upon completion of the work supported by the Matching Funds, the company also will send a separate final report to SCRA, which outlines the outcomes and impact of the SCRA funds.
- Grant funds will be distributed within one month of approval, pending completion of all vendor forms as well as the countersigned contract from the company.
- The company will return all the awarded funds to SCRA if it leaves South Carolina within 12 months of the distribution of all Matching Funds.

## **VIII. GENERAL INFORMATION**

Inquiries about the Matching Grant Program should be addressed to:

SC Launch Program Coordinator  
843-760-4080  
[apply@scra.org](mailto:apply@scra.org)

**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.