

**FY24 SACT Grant Program
Track 2: Capacity Building****Full Application Contents**

The FY24 SACT Capacity Building Grant seeks to champion the vital role of our state's institutions of higher education in building South Carolina's reputation and strength in technology development and commercialization. In this application, we encourage you to concentrate on how your institution plans to build this capacity to maximize the engagement and impact of faculty and student innovators. By diversifying the opportunities to students and faculty at the intersection of technology and entrepreneurship, the institution's contribution to society is enhanced through the generation of new products, services, and partnerships that form the basis of technology-based economic development.

The sections below represent the body of the Full Application and all applications should be labeled as such. Please keep margins no less than 0.5 inch using Aptos, Arial, Calibri, or Times New Roman with a font size no less than eleven (11) points.

I. Cover Page

Complete the Cover Page form found at www.scra.org/sact-grant.

II. The Present

Describe the current use-inspired R&D and technology commercialization efforts at your institution, including federal or state funding received by faculty and or students. Are there processes in place for invention disclosure, intellectual property protection, and licensing?

What programs or other resources are available to students and faculty interested in an entrepreneurial path?

Describe the institution's current level of industry engagement.

Be sure to consider the activity taking place across all colleges and schools at your institution (e.g., Arts, Business, Education, Health, Mathematics, Science, Engineering, etc.) that can contribute to the larger initiatives of technology development, entrepreneurship, and industry engagement.

III. The Vision

Describe the current and/or future plans to expand efforts at your institutions related to use-inspired R&D, technology commercialization, entrepreneurship, and industry engagement.

What are the challenges to implementing this Vision and how will the SACT Track 2 Capacity Building grant help your institution to overcome these challenges?

IV. The Technology

Briefly describe the technologies that you envision piloting through technology transfer activities during the grant period. For each technology, what is the need in the market that the technology is addressing?

Be sure to consider the activity taking place across all colleges and schools at your institution (e.g., Arts, Business, Education, Health, Mathematics, Science, Engineering, etc.).

V. **Activities & Timeline**

Describe the activities that will be conducted and associated outcomes expected in Year 1, Year 2, and Year 3 of the performance period. Include a corresponding table showing the timeline of activities and outcomes.

Year 1 activities should include a focus on establishing the infrastructure that will support a sustainable pipeline of innovations and resulting startups in future years, including the education and training of individuals that will be responsible for invention disclosure, intellectual property protection, licensing agreements, and other associated activities to encourage and support faculty and student innovators and entrepreneurs.

Outcomes at the conclusion of the performance period must include key commercialization-oriented milestones that will position at least one of the technologies for a variety of follow-on funding sources including, but not limited to, federal grants (e.g., SBIR/STTR), pre-seed or seed stage funding.

VI. **The Team (1 page maximum per person)**

For each member of the project team, insert a short bio limited to no more than one page per person and include the following information:

- a. Name
- b. Organization and Title/Role
- c. Experience relevant to the project, and
- d. Contributions to the project over the performance period.

Reminder:

- Technology Transfer Representation: To provide expertise on establishing the infrastructure for technology development and commercialization activities, SCRA requires applicants to include an external vendor that will provide guidance and services for the duration of the grant. A specific company or person does not need to be included at the time of proposal submission but will be required prior to beginning Year 1 activities.
- Multi-institutional Collaboration: Proposals must include at least one institution of higher education in South Carolina.
- Industry Representation: Proposals must include a minimum of one industry partner to demonstrate alignment with market need.

VII. **Sustainability**

In this section, describe the plans to leverage the SACT grant funding to ensure sustainability of the program established by this grant and supported technologies after the three-year performance period. What monetary and non-monetary resources will support current and future technology development and commercialization efforts? Include any other complementary initiatives that are in progress or planned in the future that can align with and amplify the goals in this proposal.

VIII. The Budget

NOTE: SCRA reserves the right to work with applicants whose proposals are selected for funding, providing recommendations and requesting budget revisions. These negotiations will take place prior to finalizing a grant agreement and releasing Year 1 funds.

- a. **Budget Workbook:** Complete the Budget Workbook for Years 1, 2 and 3 found at www.scra.org/sact-grant. Once complete, copy and paste the table in the Total Project Budget tab into this section to represent the total budget over the three-year performance period of the grant.

FY24 SACT			
PROJECT TOTAL BUDGET			
Personnel			
Budget Category	SCRA Funds	Matching Funds	Total
Personnel	\$ -	\$ -	\$ -
Fringe	\$ -	\$ -	\$ -
Contractual	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -
Subaward to Collaborating Institutions	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -
TOTAL DIRECTS	\$ -	\$ -	\$ -
Indirect Costs	\$ -	\$ -	\$ -
GRAND TOTAL (DIRECTS + INDIRECTS)	\$ -	\$ -	\$ -

- b. **Budget Narrative:** Provide a budget narrative to accompany the budget table inserted above. This section should describe how funds for each budget category will be used in Year 1, Year 2, and Year 3 of the performance period.

The budget for Year 1 cannot exceed \$215,000.

Indirect costs must be based on the institution’s rate for eligible expenses in that year. The total indirect costs cannot exceed 20% of the total project budget.

NOTE: Regarding Travel, the solicitation states that conference attendance and travel may not exceed 1.0% of the total budget. However, SCRA will allow this budget restriction to be exceeded with prior approval from the Program Manager.

For each budget category, include any associated matching funds (cash and in-kind) that will be dedicated to the project and the source. In Section IX, attach the Letters of Commitment from all parties contributing matching funds (lead institution, collaborating institutions, industry partners, etc.). Keep in mind that Federal dollars are not eligible as matching funds.

For any proposed equipment purchase exceeding \$25,000, please include a description of its use, including:

1. Equipment specifications.
2. Where will the equipment be located?
3. Who will oversee acquisition, use, and maintenance?
4. What mechanisms will be in place to train users, if needed?
5. Multi-institutional collaboration is the foundation of a robust proposal. Are there any planned collaborations for use of this equipment with other institutions or industry partners? Please describe.

IX. Letters of Collaboration/Commitment

The Full Application must include a Letter of Collaboration provided by the collaborating institution(s) describing the nature of the partnership and their specific contributions to the project activities. Letters of Commitment are required from any party contributing matching funds. Letters of Commitment must provide the following information: (1) the name of the institution/organization; (2) the proposed dollar amount to be provided; (3) the proposed type of matching funds (cash or in-kind); and—except for the lead institution— (4) the party's contributions to the project over the performance period.