**The Advantage Accelerator Innovation Development Fund (AID) Program**

**Request for Proposals**

**Summary**

The State of Oregon, through legislation encouraging philanthropic donations targeted to support the commercialization of research at Oregon’s Universities, enabled OSU to create the OSU Venture Development Fund (UVDF). An overview of the OSU Venture Development Fund and its purpose can be found here: [http://advantage.oregonstate.edu/funding-opportunities](http://advantage.oregonstate.edu/funding-opportunities)

As part of its UVDF program, the OSU Advantage Accelerator seeks proposals to facilitate the further development and commercialization of OSU applied innovations (called AID). Proposals can be submitted for OSU-owned innovations developed by OSU faculty, staff, and/or graduate students in any discipline that require a modest input of funding *(from $5,000 to $25,000)*.

This AID fund addresses two key shortcomings for researchers entering the commercialization pathway:

- a lack of commercialization acumen and
- a deficiency in early stage funding to pursue commercialization opportunities.

By tying a micro-grant award to the existing Accelerate program, OSU intends to maximize the impact of funds during the successful development of OSU generated intellectual property. The AID fund is designed to serve as a funding bridge between a larger UVDF award ($60,000) and/or a federal Small Business Innovative Research (SBIR) or a Small Business Technology Transfer (STTR) awards, which range from $50,000 to more than $1 million. See [www.sbir.gov](http://www.sbir.gov) for more information.

This RFP presents proposal requirements and evaluation criteria for those seeking AID support for early stage efforts to translate and commercialize research outcomes into new products and services.

The program is significantly focused on University spinouts but will consider others that are willing to increase the impact of their research innovations on a case by case basis.

Applicants are highly encouraged to contact the OSU Advantage Accelerator office prior to submitting a proposal. Accelerator staff are available to provide early project concept feedback. If interested in applying, contact Katie Pettinger, Commercialization Catalyst, at [kathryn.pettinger@oregonstate.edu](mailto:kathryn.pettinger@oregonstate.edu).
### Summary Table

<table>
<thead>
<tr>
<th>Purpose</th>
<th>The AID fund provides funding for projects that enhance the value and commercial potential of OSU-affiliated applied innovations.</th>
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</thead>
</table>
| **Eligibility** | 1. OSU-affiliated research faculty and OSU students are eligible to apply. There is a strong preference for those teams with OSU-derived intellectual property.  
2. Companies with OSU-licensed intellectual property and who are working closely with an OSU faculty researcher may apply. Note that project funds will go directly to the OSU faculty member through an index fund.  
3. Each proposer MUST apply to the either the OSU Accelerator Iterate program or the [Accelerate program](#).  
4. Each proposer must have a demonstrated interest in establishing a startup and formation of a new company. Companies must be either a C corporation or a manager-managed LLC. |
| **Performance Period** | Up to 6 months. Extensions are not allowed. |
| **Award Amounts** | Up to $25,000. Matching fund contributions from departments, schools, colleges and industry are highly encouraged. |
| **Award Type** | Funds are provided as a future investment into a newly created company. |
| **Submission Deadlines** | For OSU faculty and students: submit applications for funding and to Accelerator programming to the Advantage Accelerator by **December 4, 2018** at 5:00 PM PST. |
| **Award Notification Date** | Applicants will be informed of their award decisions no later than December 20, 2018. However, award decisions are contingent upon acceptance into the Accelerator program. |
| **Informational Contact** | Contact Katie Pettinger at the OSU Advantage Accelerator with any questions: kathryn.pettinger@oregonstate.edu. |

### Proposal Requirements Overview

**Eligibility:** This funding is open to OSU faculty eligible for principal investigator (PI) status, OSU students, and other client companies that have been or will be accepted into the OSU Advantage Accelerator. (Accelerator applications for the 2019 winter term cohort can be submitted through late December.) Eligible OSU projects are those for which OSU intellectual property rights (IPR) have been, can be, or are in the process of being secured by Advantage Impact/ the OSU Office of Commercialization and Corporate Development (OCCD). Companies or non-OSU individuals who have been accepted into the OSU Advantage Accelerator may submit as explained below. However, companies must be working with an OSU faculty researcher as the funds will be awarded via an index fund only available to OSU faculty.

**Award Type:** Awards to a company are regarded as investments by OSU in a company to be formed at a future date. They are conditional upon the execution of an agreement providing for appropriate future remuneration to OSU. Equity ranges from 1-4% depending on the award amount. Any matching funds provided by other OSU or non-OSU sources are not subject to this specific future investment requirement. This agreement is independent of any IPR license that
may need to be executed with OSU and it is independent of the OSU Accelerator Accelerate program client agreement.

**Program Aims:** The purpose of AID funding is to facilitate the commercialization of research inventions, tools, prototypes, software, digital content or other intellectual property (IP) created by OSU faculty and students that could benefit the people of Oregon while repaying the tax credits supporting the program\(^1\). Each proposal to the best of the proposers’ ability should address:

1. Technology and initial product and the OSU IP described in layman terminology;
2. A defined beachhead market and total potential market size;
3. The team’s ability to execute on the invention to bring the product to market with Accelerator assistance;
4. Existing and potential competition; and
5. Why the value of this invention creates the best solution for potential customers.

**Funding Levels:** Anticipated funding levels from the AID fund are up to $25,000 per proposal. Departments, schools, and/or colleges are highly encouraged to match funding either by providing graduate student tuition support for their participating students or via a direct cash match. Companies are encouraged to match via cash match or strategic investors.

**Use of Funds:** Funds may be used for customer discovery (e.g. interviewing potential customers and stakeholders), attending trade shows, customer validation, commercial feasibility studies, minimal prototype development costs, market research, commercialization plan development, and to perform additional testing and/or research that could help the awardee secure SBIR funding. Funds may be used to pay for a graduate student performing any of the above activities. Applicants are encouraged to ask Accelerator staff about their proposed project scope before applying.

**AID award funds may not be used to:**
- support any OSU faculty or staff salary;
- pay for publication costs; or to
- purchase lab equipment not directly related to prototyping and additional approved testing/research.
- fund basic research

AID award funds may not be used to pay any costs incurred before the later of the start date of the proposed work or the date of award notification and account setup.

**Performance Period:** The period of performance for a proposed project is to be six months or less. Projects are expected to start at the same time as entrance into an Accelerator program (offered each term except the summer) although some exceptions may be permitted on a case-by-case basis.

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\(^1\) In 2005 the Oregon State Legislature passed an innovative bill that provides an unprecedented tax incentive for donors who choose to support commercialization of promising university discoveries and campus-based entrepreneurial education by contributing to university venture development funds to …incubate startup companies. The UVDF provides that 20 percent of the licensing revenue received by the universities from firms that received UVDF funding will be returned to Oregon’s Treasury
case basis. No-cost extensions are not allowed except in extraordinary circumstances, and then only with the approval of the Accelerator Directors.

Each awardee will be monitored through the Advantage Accelerator program. Non-performance or non-participation in the Accelerator program by awardee or their mutually accepted designee may result in termination of the award and the return of unspent funds.

At the end of the performance period, unspent grant funds revert to the AID program. As with other awards and contracts, the awardees are responsible for staying within their funded budgets.

**Proposal Format, Content and Details:** All proposals must follow the format and content requirements of this RFP. The proposal must include a detailed budget of proposed costs as set forth below.

**Due Date and Where to Submit:**

**OSU Faculty:** Proposals should be emailed to Katie Pettinger (kathryn.pettinger@oregonstate.edu) and may be submitted any time after the RFP release date but are **due no later than 5:00 PM PST, November 30, 2018.** Proposals should be submitted electronically as a MS Word file; the budget should be in Excel format. Late proposals will not be considered for funding. The email title of the submitted proposal should read: “AID Application, [Submitter Name], [Project Name].”

**Applications by companies or non-OSU individuals:** Applications by companies or non-OSU individuals who have been accepted into the OSU Advantage Accelerator must obtain approval to submit by contacting Katie Pettinger (kathryn.pettinger@oregonstate.edu) by November 26, 2018. If approved, the submission should be made as stated above.

**Proposal Review Process:**

The reviewers rate proposals using the criteria provided below in this RFP. Proposal decisions will be made no later than **December 20, 2018.** Independent information and assessment on elements of the proposal such as IP protection and market applicability will be made by both internal and external sources. Should there be any questions to be answered by the applicant or if reviewers request clarifications prior to further consideration, the Accelerator will contact the applicant directly by email or phone.

**Proposal Requirements**

**Proposal Areas and Scope:**

The Accelerator is searching for innovations in any discipline that require a modest input of funding **(up to $25,000 from AID)** for projects that will establish start-ups while significantly demonstrating the successful application of the innovation and add impact and commercial value to the University.

The ideal project is one for which there is a significant opportunity to create and grow a startup as a traded sector company with intellectual property rights (IPR) that have been, may be, or are in the process of being secured by OCCD, follow-on or joint applied funding, funding connected
to other sources (SBIR, STTR), and/or a commercial partner or where the next round of funding has been identified. AID awards are specifically for commercialization activities. The AID Fund is not for funding basic research.

Proposal Evaluation Criteria
Priority will be given to proposals that:

a) Clearly demonstrate that development of each technology will result in an invention with high commercial potential;

b) Include a realistic plan for advancing the commercialization within the proposed funding period and funding levels.

c) Position inventions for additional (concurrent or follow-on) commercially-focused funding or other forms of leverage that will assist in advancing the commercial application and in reducing the uncertainty for commercialization of the innovation;

d) One or more of the following will significantly help the application:
   • Matching funds;
   • OSU owned IPR managed by OCCD supporting commercialization;
   • Are accepted concepts by the OSU Advantage Accelerator
   • Are beyond just an idea (mental construct), and closer to the concept stage (been pruned, fine-tuned, reduced to practice, product prototyped, etc.);
   • Can be classified at a Technology Readiness Level (TRL) above 2. A level 1 TRL might be accepted in the Iterate program and for possible funding at the lower end of the spectrum.

Proposal Rating Schema: Proposals will be scored using the following point distributions

<table>
<thead>
<tr>
<th>Topic</th>
<th>Points Possible</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Points Possible</td>
<td>1,000</td>
<td></td>
</tr>
<tr>
<td>Technology and Product Description:</td>
<td>100</td>
<td>Describe in plain language the technical problem solved by this project and how the solution to that technical problem leads to the creation of products or services that address the above market. The feasibility of the approach and how technical and product adoption risks can be mitigated should be made clear.</td>
</tr>
<tr>
<td>Market, Need, Size and Proposed Solution:</td>
<td>200</td>
<td>Describe the market need and how the technology/product being advanced under this project addresses that need. The narrative should include what target customers or market are being addressed. It should also describe a primary market plus next potential market, what problems the end product will solve and what solutions it will provide, and what alternative solutions exist and who provides them.</td>
</tr>
<tr>
<td>Section</td>
<td>Weight</td>
<td>Description</td>
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<td>------------------------------------------------------------------------</td>
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</tr>
<tr>
<td>Team and Ability to Execute:</td>
<td>200</td>
<td>Include names and bios for the team, how much time will be devoted to the project and any identified missing skills. Summarize the team’s ability to complete the project. Describe which persons, entities or types of entities will participate in commercialization activities and where applicable, indicate the previous experience and training project participants have received relating to technology commercialization, if any. Specifically name who is the Entrepreneurial Lead, the Technical Lead, and the Industry Lead (or Mentor), if one exists.</td>
</tr>
<tr>
<td>Have an Accepted Disclosure or Patent:</td>
<td>100</td>
<td>Include the OCCD invention disclosure reference number and the status of the invention as it relates to the intellectual property.</td>
</tr>
<tr>
<td>Competitive Situation, Barriers to Entry:</td>
<td>100</td>
<td>The narrative should address competing approaches and why your proposed approach is better or more compelling in solving the market need. Describe the barriers the product creates to prevent competition from surpassing your invention in the marketplace.</td>
</tr>
<tr>
<td>Use of Proceeds and Satisfactory Budget to Complete the Award and Project Plan</td>
<td>100</td>
<td>Provide your vision or plan for how the project will be advanced further towards market availability after successful completion of the AID funding and Accelerator program including what further developments will be required in terms of R&amp;D, product/service design, and business development. If additional R&amp;D will be needed, how will those developments will be financed. The narrative should make clear why the envisioned commercialization pathway creation of a new startup company is the best choice for the team members. It is strongly recommended to include a summary project plan with clear milestones covering both technical and key business-related issues. Both should clearly map to the uses of funds provided in the Project Budget.</td>
</tr>
<tr>
<td>A demonstrated interest in Establishing a Startup and Formation of a new Company</td>
<td>100</td>
<td>If formed, advise the name of the company, type of legal entity (should be either a C Corporation or manager-managed LLC), year formed, ownership, and whether in good standing. If not yet formed, state when you expect the company to be formed (e.g., following a SBIR award, when a certain technical or commercialization milestone is hit).</td>
</tr>
<tr>
<td>A Demonstrated Interest in Graduating from the Accelerator Program</td>
<td>100</td>
<td>State who will be leading the effort through the Accelerator program. The program requires an estimated 10-15 hours per week per team. Briefly explain how the team member who will be the lead person for the Accelerate program will be able to satisfy this time commitment.</td>
</tr>
</tbody>
</table>

Accelerator Development Fund
Proposal Format Outline and Required Content

The body of the proposal is limited to no more than 4 pages, using Times New Roman font size 12 or greater, double-spaced, and one-inch margins on all sides of the page. This page limitation does not include information relating to the section titled “Cover Page” and “Other Pages” including any Assignments required. The proposal must be organized as follows:
Company Information:

<table>
<thead>
<tr>
<th>Company Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Team Lead / Acting CEO:</td>
<td></td>
</tr>
<tr>
<td>Company Abstract (100 words or less):</td>
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</table>

Total Amount Requested:  
OCCD invention disclosure number if project IPR is under management by OCCD:  

Proposal (limited 4 pages double spaced excluding attachments)  
This section should summarize:  
- the overarching goal(s) of the planned commercialization and/or technology development project;  
- the goal of this specific proposed project and why achieving that goal makes a difference to a market of commercial potential;  
- a short description of the invention and market; and  
- critical milestone(s) for the project success; and  
- All items outlined in the scoring criteria above

Other Pages:

Budget Page
- Provide detailed cost estimate. The total funding request from AID cannot exceed $25,000. Any matching funds should be included in the budget.

Match
- If you have a match funding, enter the match amount on the budget page. Some form of proof of match is required.

Resubmissions
Applicants not selected for funding may apply again for future AID rounds and are encouraged to discuss with Accelerator staff and others how to improve their proposals and projects. The Accelerator is eager and willing to assist applicants in developing strong proposals before and after each AID round.

Ability to seek complementary and follow-on funding from other sources.
Teams are strongly encouraged to seek funding from other sources for development of their companies toward commercialization. The AID and Accelerator programs are intended to serve as a stepping stone on the commercialization pathway. Proposals that are already leveraging other funding and/or have credible plans to leverage other funding will be reviewed favorably.
SBIR/STTR and NSF I-corps are examples of programs with available commercialization funding.

**Applicants are highly encouraged to contact the OSU Advantage Accelerator office prior to submitting a proposal.** Accelerator staff are available to provide early project concept feedback. If interested in applying, contact Katie Pettinger, Commercialization Catalyst, at kathryn.pettinger@oregonstate.edu.