

North Dakota SBIR/STTR Phase 0 Toolkit

Center for nnovation

2011

North Dakota



Center for Innovation

Overview & Instructions:

The Phase-0 grant program is designed to assist Red River Valley entrepreneurs and innovative small businesses in developing better SBIR and STTR grant proposals to fund the development of innovative new product or service concepts. The Phase-0 Grant will reimburse businesses for Qualified Expenses incurred while developing the Phase-I grant proposal.

To apply for the Phase-0 grant, submit the Phase-0 application form below.

The Center for Innovation will review your application and schedule a meeting or phone call to discuss your projects Phase-0 eligibility. In addition, the Center for Innovation (CFI) requires some general information about the applicant.

- The Phase-0 grant will reimburse small businesses for up to \$1,500 of expenses paid to third-parties in association with developing/improving an SBIR/STTR proposal, including major tasks like:
 - ❖ Retaining the services of a professional grant writer
 - ❖ SBIR/STTR proposal review and enhancement by SBIR/STTR consultants
 - ❖ Expenses related to market research in connection with the commercialization plan and/or other sections of the SBIR/STTR grant proposal
- The Phase-0 grant will not cover costs associated with work done by parties internal to the firm, nor will it fund technical research, product development or miscellaneous expenses
- A copy of the invoices to be reimbursed must be submitted to CFI, as a precondition to receiving the Phase-0 award
- Phase-0 applications are due SIX WEEKS prior to Phase 1 submission deadline regardless of the day of the week or if it is a holiday.
 - ❖ Applications must be submitted electronically as a Word or PDF attachment.
 - ❖ E-mail applications to sbir@innovators.net or sttr@innovators.net

Applicant's information:

Contact information

Main Contact: First & Last Name

Contact Title

Business Name

Work Address

City

County

Zip

Business Web Site

E-mail Address

Work Phone

Can you be considered a Women owned business? Yes / No

Can you be considered as a Minority owned business? Yes / No

Newsletter

The Center for Innovation creates an informational newsletter on a monthly basis, providing updates and knowledge for SBIR/STTR companies. In an effort to help our environment we only distribute this electronically via email or also found on our website at www.innovators.net.

Would you like to receive this newsletter? Yes / No

Phase-0 grant application

Business Information

Business Start Date

Business Organization (LLC, S/C Corp.)

Number of Employees

Annual Sales \$\$

Do you own/license intellectual property?

Targeted SBIR/STTR grant:

Agency:

Grant due by:

TODAY'S DATE:

Company match information:

Please provide estimates (format shown below) of work-hours, funds and in-kind support your firm invested in developing the innovation, specifically in response to the SBIR/STTR grant solicitation

Business Name Here

Travel and expenses	\$
Proposal development/preparation expenses	\$
Customer communications	\$
Preliminary R&D	\$
Private-sector support or consulting	\$
In-kind contribution by firm's workers - related to SBIR opportunity	\$
In-kind contribution by firm's management – related to SBIR opportunity	\$
Other (place description here)	\$
Other (place description here– add more rows as necessary)	\$
TOTAL	\$

Information regarding the resource/consultant/grant-writer (IF NOT YOUR BUSINESS) whose work will be reimbursed by this Phase-0 grant:

Name	
Title	
Business Name	
E-mail Address	
Phone Number	
Area of expertise – please expand	
Previous SBIR/STTR experience? If yes, name agencies	
Services provided	
Amount requested? (attach copy of invoices or quote with YOUR contingency plan, should expenses be more than \$1,500)	