

Summary

The State of Oregon, through legislation encouraging philanthropic donations targeted to support the commercialization of research at Oregon's Universities, has 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>

As part of its UVDF program, Oregon State University, through the Research Office's Office of Commercialization and Corporate Development (OCCD), seeks proposals to facilitate the further development of OSU applied innovations and their commercialization. This RFP presents proposal requirements and evaluation criteria for OSU Principle Investigators seeking UVDF support for early stage efforts to translate research outcomes towards new products and services contributing to the economic health of Oregon. Proposals meeting the requirements of this RFP are evaluated by the Oregon State University Venture Development Fund Advisory Council (Council). The panel's funding recommendations are provided to the Vice President for Research (VPR) who makes the final funding decisions.

Proposal Requirements Overview

Eligibility: OSU Venture Development funding is a twice yearly competitive process open to OSU faculty eligible for principal investigator (PI) status and for which intellectual property rights (IPR) have or are in the process of being secured by OCCD. Students who wish to apply for a grant must submit their proposal through an OSU faculty member who will serve as the PI for the student proposal.

Applications through non-OSU faculty or students who have been accepted into the OSU Advantage Accelerator will also be accepted. Release of funding to non-OSU faculty or students will be conditional upon approval from the VPR and an agreement providing appropriate future company remuneration to OSU.

Program Aims: The purpose of the funding is to facilitate development and commercialization of research inventions, tools, prototypes, software, digital content or other intellectual property (IP) created by OSU faculty and students. The funding plan should address one, or at most two key obstacles or opportunities that if successfully addressed within a six-month or less timeframe, would significantly increase the likelihood of out-licensing of intellectual property for commercial development either through a new OSU startup or an existing Oregon company.

Funding Levels: Anticipated funding levels from the UVDF are up to \$60,000 per proposal. Departments, schools, and/or colleges are highly encouraged to cash match funding up to \$15,000 in addition to the requirement that they provide graduate student

tuition support for their participating students. Approximately \$250,000 is available for funding in this round of proposals.

Use of Funds: Grant funds may be used for technical feasibility studies, prototype development costs, market research, commercialization plan development, or to pay students, technicians, engineering support, post-doctoral researchers, or other support personnel. Grant funds may also be used for the purchase of laboratory supplies and items of equipment with a value of less than five thousand dollars (\$5,000). Short-term (e.g. up to 6 months) leasing or rental of specific equipment may be allowable.

UVDF grant funds may not be used to support the salary of the PI, pay tuition, publication costs, conference attendance or travel. UVDF grant 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 generally expected to be six months or less. Projects are expected to start within three (3) months of award. No-cost extensions are not allowed except in extraordinary circumstances and then only with the approval of the AVP for Research, Commercialization and Industry Partnerships / Chair of the UVDF Advisory Council. At the end of the performance period, unspent grant funds revert to the UVDF program. As with other grants and contracts, the PI's 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 and a timeline of proposed project milestones as set forth below.

Proposal Requirements, Submission and Timeline

Due Date and Where to Submit: Proposals should be processed via the OSU Cayuse system and may be submitted any time after the RFP release date but are **due no later than 5:00 PM PST, May 19, 2017**. Proposals should be submitted via OSU Cayuse electronically as a MS Word or PDF document. Late proposals will not be considered for funding.

Proposal Review: Proposal decisions are anticipated being made within two months of the submission deadline. Proposals are reviewed internally by OCCD for compliance with the solicitation requirements. Independent information and assessment on elements of the proposal such as IP protection and market applicability are provided by internal and external sources for those complying with the RFP prior to packages being sent to the full Advisory Council. Should the Council pose additional questions to be answered by the PI or request clarifications prior to further consideration, Jianbo Hu of OCCD will contact the PI / applicant directly by email or phone.

The Council will review and rate proposals using the criteria set forth in this RFP and provided below. Once evaluated, the Council provides a recommendation of projects to fund to the Vice President for Research. The VPR will review the recommendation and supporting information and make the final funding decision. All PI's / applicants will be notified by email as to the final funding decision. All submissions, regardless of funding decision, will receive information pertaining to market applicability and IP protection of their proposed innovation.

Proposal Requirements:

The Council is searching for innovations by OSU faculty and staff for which intellectual property rights (IPR) have or are in the process of being secured by OCCD that require a modest input of funding (**up to \$60,000 from UVDF or up to \$75,000 with a department match**) to establish commercial proof-of-concept, proof-of application or other applied technical milestone that significantly demonstrates the potential successful application of the innovation to solving a problem with commercial value. The ideal project offers clear potential for follow-on or joint applied funding connected to the OSU Advantage Accelerator, through a signature research center or a commercial partner and is in alignment with the [OSU Research Agenda](#). OSU Venture Development Fund support is specifically for development activities and is not intended for funding basic research.

Proposal Evaluation Criteria

Priority will be given to proposals that:

- a) Clearly demonstrate that development of the established IPR will result in technology with high commercial potential;
- b) Include a realistic plan for demonstrating commercial proof-of-concept or other significant translational milestone within the proposed funding period and funding levels. [Note to submitters: it is not expected that all problems along the translational pathway will be solvable with this funding. Rather this funding is viewed as an early step in advancing the innovation.];
- c) Position projects for additional (concurrent or follow-on) commercially-focused funding or other forms of leverage that will assist in advancing the commercial application of the IPR and in reducing the risk for commercialization of the innovation;
- d) One or more of the following:
 - Include matching funds from the Department or College – matches may be up to \$15,000 but not more;
 - Have clearly defined IPR under management by OCCD to support the commercialization;
 - Is an accepted idea or pre-launch company within the OSU Advantage Accelerator, Lens of the Market program, or NSF I-Corps program.

Proposals will be scored by the committee using the following point distributions

Topic	Points Possible	Notes
Maximum Points Possible:	500	
Target Audience and Market Problem:	125	alignment of project with OSU strategic priorities in promoting economic growth and social progress Oregon contributing a maximum of 25 points
Technology Description:	100	
Project Plan:	100	opportunities for student involvement and learning experiences contributing a maximum of 25 points
Biographical Information:	25	
Project Participants	75	
Commercialization Goals/Plans:		
Commitment of Matching Funds:	50	
Previously disclosed IP with OCCD:	25	

Proposal Format Outline and Required Content

The body of the proposal is limited to no more than 6 pages, using Times New Roman font size 11 or greater, single-spaced, and one inch margins on all sides of the page. This page limitation does not include information relating to the section titled “Other Pages” including any Assignments provided. The proposal must be organized as follows:

Page One

Project Information:

Project Title:
Project PI:
Public Project Abstract (150 words or less):
Total Amount Requested:
OCCD invention disclosure number if project IPR is under management by OCCD:

Executive Summary (limited to 350 words or less)

This section should summarize:

- the overarching goal(s) of the planned commercialization 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 planned project;
- critical milestone(s) for the project success; and
- how the group plans to mitigate technical and performance risks if any.

Page two:

Target Audience and Market Problem (limited to one page or less)

This section should provide the market context and commercialization rationale for UVDF support for this project including:

- what target customers or market are being addressed;
- how your solution fits with those customers or markets;
- the value or value proposition(s) of your potential solution to target customers;
- what factors are driving the need for the solution;
- what alternative solutions exist and who provides them; and
- the alignment of project with OSU strategic priorities in promoting economic growth and social progress Oregon

Page three:

Technology Description

- Give a brief description of the innovation and its development status. Include the OCCD reference number if the innovation is already disclosed to the office.
- Provide the total amount of past and current funding, if any, obtained to support the R&D resulting in the innovation, the funding source(s), and funding date(s).
- Provide a technical assessment and the context of the innovation including:
 - what is the technical problem being solved and why is it important;
 - what other technical approaches can be used to solve the problem;
 - in what ways does the technical approach provide a better solution than other approaches; and
 - what technical hurdles or program risks might prevent this approach from being the best technology to solve the problem.

Page four and up to first half of page five:

Project Plan

- Describe the key experiment/milestone(s) to be supported by this funding and the planned approach to conduct them. What will the funding produce?
- Explain how successful completion of the project significantly increases the solution's perceived value and movement towards market readiness. If the innovation has not been disclosed to OCCD, include how completing the project enables the creation of significant new IPR supporting commercialization.
- Describe the technical risks or uncertainties in conducting the project that may affect reaching the planned major milestone(s). Include any plans or alternative approaches that the group may use to mitigate the risks.
- If applicable to the project plan, specify metrics that can be applied to measure the effectiveness of the innovation toward solving the problem and initial measurements that support your assessment.
- Describe any opportunities for student involvement and learning experiences.

Remainder of Page five:

Biographical Information

- Provide a very brief biographical sketch of each member of the team involved on the proposal. If any members are undergraduate students or non-OSU employees, an Assignment (see "Intellectual Property Assignment" below) will be required from each with the proposal.

Page six (1 page or less):

Project Participants Commercialization Goals/Plans

- Provide additional information on plans for the people involved in the project in supporting the commercialization of the project results. This might include what actions the participants anticipate taking to support commercialization, what next steps may be required to advance the innovation past the current project or what partners are being sought.
- If next steps are planned or required to reach commercialization goals, provide a brief description of the next phase and rough estimates of time and funding required.
- If a new venture is being considered, indicate who in the project is interested in being part of the startup and what roles they anticipate playing in it.

Other Pages:

Budget Pages

- Provide detailed cost estimates in the template provided in Appendix A. The total funding request from UVDF cannot exceed \$60,000. If a Department or College has agreed to provide a match, enter the match amount (up to \$15,000) on the budget page. As needed for tuition or cash matches, include an executed match form from Appendix A signed by an authorized representative.
- Following the above include project timelines for reaching the milestone(s) called out in the proposal and for the whole project, followed by any budget justifications for equipment, lease expenses or any unusual expenses.

Intellectual Property Assignments

- Provide signed and executed Assignment forms for each undergraduate student and non-OSU employee involved in the project.

Why? To maintain UVDF support in the future, OSU must repay tax credits to the state and does so by licensing intellectual property generated in part by UVDF support and owned by OSU.

Graduate students and faculty are already obligated under their conditions of employment to make such assignments to the State of Oregon, reflecting the states' ownership of IP developed by graduate students and faculty

For each undergraduate student on the team, an assignment of IP rights must be submitted with the proposal for OSU to consolidate the IPR for commercialization. Students will need to complete and sign the agreement listed in Appendix A, which calls for an assignment of rights to all IP created during and for the project (research data, business plans, presentations, etc.) in the name of the State of Oregon.

Under OSU's current policy, those contributing to intellectual property rights assigned to OSU and licensed to a third party will receive a generous portion of any royalty revenues collected.

Other Information

Examples

Here are three examples of projects suitable for UVDF funding out of many possible areas of research. These are not meant to be restrictive, simply illustrative:

- Fine-tuning the development and testing of new "green" materials, products or processes to replace more toxic alternatives currently in the marketplace and do so at a competitive price and performance.

- Completion of a preliminary preclinical toxicity test of a new drug candidate for which scientific proof-of-concept has been shown in an established animal model of efficacy.
- Movement of energy research of a device or service concept to the next phase, e.g., demonstrating a significant increase in device efficiency against commercial needs, a commercial-ready fabrication method, or the feasibility of storage /transportation system.

Confidentiality

The Council has a policy to hold information (proposals, presentations, etc.) in strict confidence to protect foreign patent rights and business information. OSU will disclose non-confidential information such as the names of the PI and the team / applicant, successfully funded project titles and funding levels, company names, and what the project will enable, but not how it will be enabled.

Ability to seek follow-on funding and resubmissions

All submissions, regardless of funding decision, will receive information pertaining to market applicability and IP protection of their proposed innovation. Those that did not make the cut-off for funding in this round are encouraged to discuss with OCCD how their project may be improved and submitted to later rounds of the UVDF or other potential funding sources, depending upon the stage of development.

This RFP is considered Phase I funding for projects selected. Recipients of UVDF funding may be invited to compete for follow-on funding, to work with OCCD in leveraging outside sources, and/or to compete for funding from sources such as the NSF I-corps.

Principal Investigators interested in seeking outside funding, such as SBIR, STTR or I-corp funding, are encouraged to contact the Research Office's Susan Emerson at the Office for Research Development at 541-737-1755 or go to research.oregonstate.edu/ord

APPENDIX A

Templates for Budget, Matches and Assignments

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Budget Template (also available as an excel file – see OCCD Web site where this RFP is located)

DETAILED PROJECT BUDGET FOR BUDGET PERIOD						FROM	THROUGH			
DIRECT COSTS ONLY						Proposed Source of Funds				
PERSONNEL	NAME (Last, First, Middle)	ROLE ON PROJECT	Months Devoted to Project			AMOUNT REQUESTED			UVDF	MATCH FUNDS
			% FTE	Cal. Mnths	INST. BASE SALARY	REQUESTED	BENEFITS	(omit cents) TOTAL	TOTAL	TOTAL
		Principal Investigator			N/A	N/A	N/A	N/A	N/A	N/A
		Postdoctoral						\$ -		
		Graduate Student		0.00				\$ -		
				0.00				\$ -		
		Undergraduate Student		0.00				\$ -		
								\$ -		
								\$ -		
		SUBTOTALS Personnel				\$ -	\$ -	\$ -	\$ -	\$ -
CONSULTANT COSTS										
EQUIPMENT (Itemize)										
SUPPLIES (Itemize by category)										
OTHER EXPENSES (Itemize by category)										
TOTAL Non-Personnel DIRECT COSTS									\$ -	\$ -
TOTAL MATCH FUNDS DIRECT COSTS FOR BUDGET PERIOD										\$ -
TOTAL UVDF DIRECT COSTS FOR BUDGET PERIOD									0	
FACILITIES AND ADMINISTRATIVE COSTS								N/A	N/A	N/A
Project Total								\$ -		

UVDF Proposal Match Form

The following unit or units agree to provide tuition support for the graduate student(s) identified in the proposal below and, if checked, a cash match in the amount shown below to the project, should it receive UVDF funding:

Tuition support shall be from (check all that apply)

College of _____ and/or Department of _____

A cash match shall be from (check all that apply)

College of _____
in the amount of _____ using funds from account index _____

Department of _____
in the amount of _____ using funds from account index _____

As agreed to by (signatures of College and/or Department as appropriate to the above sources of support):

On behalf of the College: _____ Date: _____
Signature

Printed Name and Title: _____

On behalf of the Department: _____ Date: _____
Signature

Printed Name and Title: _____

NOTE: Total match should not exceed \$15,000.
Match funds will be transferred to the associated project fund in cooperation with the units at award setup.

Project Information:

Project Title:
Project PI:
Public Project Abstract (150 words or less):
OCCD invention disclosure number if project IPR is under management by OCCD:

