



## Academic Start-up Assistance Program Application

**Instructions:** To determine your acceptance into the program and the level of assistance needed, please complete this SCRA application and return it to your technology transfer office for evaluation, and submission. If your institution does not have a technology transfer office, please contact Paul Dudley (paul.dudley@scra.org), Program Manager, to help determine the appropriate office within your institution to submit the application. The academic institution understands that all requests for funding should be either used at the institution or provide some level of benefit or support back to the institution.

- Eligibility:
  - Applicants must be for-profit, early-stage companies that are developing intellectual property from one of South Carolina's public academic institutions of higher education.
  - The academic innovator does not need to be a participant in the company.
- Qualifications:
  - The company must be, or be eligible to become, an SC Launch Client Company <https://www.scra.org/how-sc-launch-works/>
  - Individuals working outside of a company are not eligible.
  - The 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.
- Funding amount:
  - \$25,000 is the maximum budget limit allowable for each company during its lifetime.
- Use of funds:
  - Funding must be used for activities that assist the applicant with achieving one or more critical milestones toward commercialization that will serve as the foundation for pursuing follow-on funding, e.g., generating preliminary data, prototyping, contracting regulatory consulting, and conducting market research.
  - The funds should not be used for long-term commitments such as rents.
- Application process:
  - Contact Paul Dudley ([Paul.Dudley@scra.org](mailto:Paul.Dudley@scra.org)) prior to applying for a pre-evaluation concept review.
  - Download the ASAP Grant application from the SCRA website <https://www.scra.org/funding/>
  - Fill in application fields, as required.
  - Submit your completed application with all required attachments to the Technology Transfer Office (TTO), or equivalent organization, of your academic institution for assessment:
    - Attachment A-Project Summary
    - Attachment B-Market Research Summary
    - Attachment C-Use of Funds Statement
    - Applications should include the following elements:
      - A description of benefits to South Carolina
      - A business and/or commercialization plan, if available
  - The TTO will complete the final submission process, in addition to providing a Letter of Support from the academic institution to [apply@scra.org](mailto:apply@scra.org).
- Review procedure:
  - Applications will be reviewed monthly.

- Qualified applicants will be invited to discuss their applications with Academic Programs and the SC Launch Regional Manager and subsequently present at the monthly company review session. Applications must be submitted at least two-weeks prior to this scheduled presentation.
- Feedback and a final decision will be provided in writing to the applying company within two weeks of a review.
- Review criteria:
  - Use of funds that assists with accelerating the technology to commercialization by either de-risking the technology or de-risking the business case
  - Relevance of the ASAP project to SCRA key technology sectors (Advanced Materials/Manufacturing; Life Sciences; and/or Information Technology)
  - Clear pathway to a subsequent Acceleration Grant and/or an SC Launch, Inc. investment
  - Viable technology with substantiated commercial potential
  - History/status of the SC Launch Client Company and engagement with SC Launch
  - Recommendation of the SC Launch Regional Manager and the Director of Academic Programs
- Funds distribution:
  - SCRA will distribute Grant monies in a stage-gate manner (with a maximum of two tranches) corresponding with the company-defined milestones (as agreed by the relevant Regional Manager).
  - The second distribution of funds will take place under the condition that the milestone(s) associated with the first distribution is met.
  - All milestones should be achieved within one year of project funding.
- Grant funds will be distributed within one month of completion of all vendor forms and the countersigned contract from the company.
- The company agrees to return all the awarded funds to SCRA if it leaves South Carolina within 12 months of the final distribution of all Grant funds.

The grantee is expressly forbidden to use or subcontract for the use of laboratory animals in any manner whatsoever without the express written approval of an Institutional Animal Care and Use Committee (IACUC). SCRA will require evidence of IACUC approval for any proposals describing the use of laboratory animals, or Institutional Review Board (IRB) approval for any proposals describing research involving human subjects.

Please do not include any information you consider proprietary or company confidential.  
All application and Academic support letters should be submitted to [apply@scra.org](mailto:apply@scra.org).



Date:

IP Office Sponsored By:

Company Name:

Street Address:

City:

State:

Zip:

Company website:

Contact Name:

Work Phone:

Mobile:

E-mail:

Company Destination (if not currently located in SC):

**Project Summary**

To be attached (1page maximum)

Should be a non-confidential high-level opportunity statement. Do not assume detailed knowledge in field. Focus on market opportunity and novelty. Briefly describe the problem to be solved and shortcomings of existing solutions. Do not focus on the technical details of your proposed solution. This section should be readable by a technically inclined person only slightly familiar with your field. Do not disclose any proprietary information.

\*Contents of this section may be summarized and appear on the technology transfer or SCRA web site and may be distributed to potential investors and/or strategic partners.

**Project Description**

To be attached (1.5 pages maximum)

The project description should address both the technical and commercial merit – the “value proposition” – of the project, in light of the proof of concept purpose of the program. Describe the proposed project (strategy, key experiment(s) and technical goals) with a statement of the problem to be solved and the proposed solution. Include a description of the invention and relevant research to date. Describe the technical objectives of the research and their significance, the points of novelty and the risks associated with the project.

**Milestones**

Describe the expected milestones and deliverables to be achieved within the proposed timeline of the project (no longer than one year) and at the end of the project – prototypes, data that would show feasibility, etc.

Date	Milestone or project deliverable
6 months after receiving of funding	
12 months after receiving of funding	
18 months after receiving of funding	

### Commercial Viability of Technology

What is the commercial significance of the project results?

What would the next steps be in the technical or commercial development of the invention?

### Company Information

What is the intellectual property position (e.g. provisional, utility filing, PCT, etc.)? Who are the inventors? Who owns the IP rights? Please provide relevant patent(s) and/or patent publication numbers.

Who are, or will be, the principals, founders and partners in the business? Please provide name, title and location.

### Status of Enterprise

- |   |  |
|---|--|
| <input type="checkbox"/> Concept only – early stage         | <input type="checkbox"/> Full-time management resources in place |
| <input type="checkbox"/> Proof of concept – working product | <input type="checkbox"/> Location or facilities in place         |
| <input type="checkbox"/> Start-up – external to university  | <input type="checkbox"/> Business or strategic plan available    |
| <input type="checkbox"/> Start-up – inside university       | <input type="checkbox"/> Product development available           |
| <input type="checkbox"/> Initial or early capital secured   | <input type="checkbox"/> Market research plan available          |

### Intellectual Property Status

- |   |  |
|---|--|
| <input type="checkbox"/> Patent               | <input type="checkbox"/> Trade Secret                |
| <input type="checkbox"/> Patent Pending       | <input type="checkbox"/> Proprietary Know-how        |
| <input type="checkbox"/> Exclusive License    | <input type="checkbox"/> Copyright/Trademark         |
| <input type="checkbox"/> Nonexclusive License | <input type="checkbox"/> Copyright/Trademark Pending |



**Legal Structure**

- C Corporation
- S Corporation
- LLC
- Partnership
- Sole Proprietor / Individual(s)
- Other:

**Date of Formation:**

**Tax ID Number:**

**NAICS:**

**Marketing and Distribution**

**What market(s) are envisioned for this business? Who will be the customers (the users) for the product? What is the size of these markets? Have you conducted market or field research?**

**Management**

**What do you believe are your qualifications with regard to starting up and managing a new business? What specific assistance do you think you need?**

**What is your current headcount by function?**

**If your company's real strength is technology, would you be willing to consider delegating management responsibility to someone else? If yes, under what conditions?**



## Financing

**How much money do you think you will need to develop the technology/product? How would the money be spent? Provide a detailed use of funds over the next 12 months.**

**How much cash have you or others already invested in the technology/product? How much money are you prepared to invest in your idea? How much money would you expect external sources to provide? Have you considered a strategic partner?**

**Provide historical financial information on company, if available.**

**What will your use of funds be, if awarded this \$25,000 ASAP grant?**

Please return this application and any supporting attachments to your IP Office.

**Technology Transfer Office (TTO), please submit application and letter of support directly to [apply@scra.org](mailto:apply@scra.org).** If you have any questions or need assistance regarding this application please contact the SCRA Program Coordinator, [holly.unger@scra.org](mailto:holly.unger@scra.org).

Thank you for your interest.

*If you are accepted into the program, SCRA may use your name and/or logo in printed and electronic material, including the SCRA website.*