



**Idaho Global Entrepreneurial Mission [IGEM]
University Infrastructure Grant RFP
FY2013**

Due March 29, 2013, 5 pm MST

Please submit to Jessie Speck at:

Jessie.speck@commerce.idaho.gov

Originals can be dropped off or mailed to:

Idaho Commerce
700 W. State St. / PO Box 83720
Boise, ID 83720

(208) 334-2470



INTRODUCTION: IGEM PROGRAM BACKGROUND

The Idaho Global Entrepreneurial Mission, or IGEM, was a program established during the 2012 legislative session. The vision of IGEM is to leverage private-industry guidance and the talent and expertise of Idaho's research universities to commercialize innovative and viable technologies to strengthen Idaho's economy. IGEM creates a platform to facilitate and accelerate the transfer of technology out of our research facilities and into the private sector. This unique and dynamic partnership will create new ideas, products and companies that will lead to higher-paying jobs and a stronger economic foundation for our state.

REQUEST FOR PROPOSALS:

The legislature has appropriated \$950,000 to be awarded for competitive commercialization grants under the direction of the Idaho Department of Commerce in support of the goals of the IGEM Program. These funds are to be used as seed funding to strengthen Idaho's future by strategically investing in the development of research infrastructure, expertise and services on commercializable research projects collaborating with industry- resulting in state economic growth.

ELIGIBILITY: The following institutions are eligible to submit IGEM grant proposals:

- Boise State University
- Idaho State University
- University of Idaho

TENTATIVE SCHEDULE (Subject to Change)

March 29, 2013	Proposals are DUE to Idaho Commerce at 5:00pm MST
May 7, 2013	Notification of awards will be made no later than May 7 th , 2013
June 1, 2013	Anticipated funding availability

PROPOSAL CONTENT

The proposal shall be prepared following the instructions under the "IGEM University Infrastructure Grant Proposal Format" and should contain only material itemized in that section. Proposals that do not adhere to the specified page limitations will be ineligible for consideration.

Proposal Format:

Each page of the proposal must be in a standardized 11-12 point font, double spaced, with one inch (1") margins. The original signed copy must be printed on one side of each sheet. The original and one electronic copy of the proposal, in PDF format, must be provided to the IGEM Program Manager, Jessie Speck (Jessie.speck@commerce.idaho.gov) at the Idaho Department of Commerce by the submission deadline.

IGEM UNIVERSITY INFRASTRUCTURE GRANT PROPOSAL FORMAT

General Report Format:

- Cover Sheet- sample provided
- 5 Page Maximum for Technical Proposal (not including attachments)
- Attachments:
 - CV / Resumes of Principals (required) and Industry Partner Company brief (if applicable)
 - Budget- See the provided table, outlining detailed use of funds (2 page max)
 - Infrastructure Component Budgetary Justification (written explanation of budget expenditures) (1 page max)

Required Fields:

- Name of the Idaho Public Research Institution
- Project Title
- What is the requested IGEN Grant amount?
- Industry Partner OR Industry Sector the grant would indirectly support
- Team Members and Role (company, university, people)
- Infrastructure Component(s) Needed
- Background / Outline the Problem & Opportunity – Please include the following:
 - What is the business opportunity associated with resolving this problem?
 - General market size should be described and general market trends included for the commercial product or service.
 - What additional work beyond the scope of this project will be needed for market launch?
- Objectives
 - Specific Research Objective
 - Industry Solution
 - Economic Development Benefits
 - Expected Outcomes
- Timeline (start / end dates)
 - Expected Deliverable and Associated Dates
 - Include a brief description of Intellectual Property arrangements if applicable
- What is the public benefit of this research?
- Budget Request
 - What is the contribution from Private Partner, if applicable?
 - Complete the provided budget form (separate document)
 - Budget Justification- The purpose of each item in the budget should be clearly described and justified.

COVER SHEET FOR GRANT PROPOSALS

State Board of Education

SBOE PROPOSAL NUMBER: (to be assigned by SBOE)		AMOUNT REQUESTED:	
TITLE OF PROPOSED PROJECT:			
SPECIFIC PROJECT FOCUS:			
PROJECT START DATE:		PROJECT END DATE:	
NAME OF INSTITUTION:		DEPARTMENT:	
ADDRESS:			
		E-MAIL ADDRESS:	PI PHONE NUMBER:
NAME:		TITLE:	SIGNATURE:
PROJECT DIRECTOR			
CO-PRINCIPAL INVESTIGATOR			
CO-PRINCIPAL INVESTIGATOR			
CO-PRINCIPAL INVESTIGATOR			
NAME:		SIGNATURE:	
Authorized Organizational Representative			

**IGEM Grant Proposal
Cover Sheet**

Proposal Number: (Assigned by Board Office)	Amount Requested:	
Name of Institution:	Name of Industry Partner:	
Name of Institution Contact:	Name of Industry Contact:	
Phone Number: E-mail Address:	Phone Number: E-mail Address:	
Title of Proposed Project:		
Project Description:		
Project Start Date:	Project End Date:	
Total Project Budget:	Annual Project Budget (Fiscal Year)	
Authorized Organization Representative Signatures		Date
Institution:		
Partner:		

Project Budget

A. Personnel Cost (Faculty, Staff, Visiting Professors, Post-Doctoral Associates, Graduate/Undergraduate Students, Other)			
Name/Title	Salary/Rate of Pay	Fringe	\$ Amount Requested
% of Budget		Subtotal	
B. Equipment (List each item with a cost in excess of \$1,000. Lump small items together)			
Item/description			\$ Amount Requested
C. Operating Expenses (Including but not limited to materials and supplies, consultant services, subcontracts, etc.)			
Item/description			\$ Amount Requested
D. Other Costs			
Item/description			\$ Amount Requested
E. Total Costs			
F. Total Amount Requested			
G.			

Institutional and Other Sector Support

A. Institutional/Other Sector Dollars	
Source/Description	Amount
B. Faculty/Staff Positions (Description)	
C. Capital Equipment (Description)	
D. Facilities & Instrumentation (Description)	