

York Keystone Innovation Zone

York KIZ Micro Research Grant Program

Providing Industry Research Funds for Product Development,
Process Enhancement and System Innovation



A Keystone Innovation Zone Initiative
Guideline and Application Information

Program Summary

The Pennsylvania Department of Community and Economic Development (DCED) have designated several locations in the state as Keystone Innovation Zones (KIZs). The primary goals of KIZs are to encourage the creation of new business, expand the research and development sector of Pennsylvania's economy and facilitate innovation and technology transfer to existing companies. (For more information on KIZs, go to www.newpa.com.)

As part of this broad initiative, DCED has awarded funds to the York KIZ to support innovation and market commercialization efforts and to foster partnerships between higher education and the private sector. A portion of the funds will be used to develop a regional technology transfer effort that will help accelerate opportunities for technology commercialization by leveraging the local research base.

Funds from DCED are also being dedicated to provide KIZ Micro Research Grants to fund university based research and collaborative industry research partnerships within our region. This document provides information on eligibility requirements, application procedures and award criteria related to the York KIZ Micro Research Grant Fund.

Eligible Activities

The York KIZ Micro Research Grant Program is intended to be used to assist KIZ companies or potential KIZ companies in the commercialization of a product or innovative technology, to test the feasibility of a technology or product, or to assist a company in completing a milestone project that will directly help catalyze the growth of the company. KIZ companies by definition are less than 8 years old and located (or locating) within a designated Keystone Innovation Zone. The scope of projects includes, but is not limited to:

- Design/development of a product or process
- Prototype development and testing
- Market assessments/feasibility analysis
- Technology assessments
- Proof of concept studies
- Production feasibility analysis
- Financial and business modeling
- E-commerce tools or applications

KIZ Micro Grant Funds may be used for salary/wages and/or materials related to an eligible activity. Funds may be used to purchase specialized equipment if the applicant can demonstrate the essential role the equipment plays in advancing critical research or processes. Funds may not be used for overhead.

Funds awards will be up to \$5,000 per applicant pending availability at the time of application. Higher awards can be approved by the KIZ Executive Committee based on the proposal's economic development impact and fund availability.

Preference will be given to projects that relate to one of the following industry sector:

Advanced Materials
Diversified Materials
Agriculture/Food Producers

Biotechnology/Life Sciences
Information Technology
Medical Devices/Health Care

Additional preference will be given to proposals that involve project sponsors who:

are located or plan to locate within an York Keystone Innovation Zone within six months of receipt of funds;
have the potential to lead to a spin-off new business or licensing opportunity;
are providing matching funds or contributed services.

Application Process:

Applicants must submit the following information:

Signed Application that includes contact information for the principal applicant and related supporting documents

Please send your application packet to:

York Keystone Innovation Zone
140 Roosevelt Ave
York, PA 17401

Please contact Kim at kgross@ycedc.org with any questions regarding the application with the subject reference of Micro Grant Application.

Approval Process

Applicants will receive e-mail notification acknowledging receipt of the completed application. Applications will be reviewed and approved by the KIZ Executive Committee. Successful applicants will be notified in writing. Disbursement of funds and reporting requirements will be discussed in the award letter. All grant funds must be expended by June 30th.

York KIZ Micro Research Grant Application

Applicant Name/Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ E-mail: _____

Project Title: _____

Amount of Grant Requested: \$ _____

Will the project include any York KIZ Partner Schools? Yes No

Example: Penn State University, York College of Pennsylvania, HACC York Campus, Emig Research Center at Wellspan.

Contact Name/Position: _____

Address: _____

Are you applying on behalf of an organization? Yes No

If so, provide a description of your organization. Include your organizations mission statement in the appendices.

Other Required Information:

- A one paragraph abstract of the project.
- A narrative of no more than 3 pages that details the proposed research/project. The narrative should include project background, specific objectives to be accomplished with the funds and details on the scope of work. Specific emphasis should be put on the innovation/technology/product being researched and its potential for commercialization.
- A budget providing specific detail on how the grant funds will be used. Include details on matching funds or in-kind support from the institution or collaborative partners. If the grant is a component of a larger initiative, please provide details on the overall budget for the larger project including information about other sources of funds available.

Make sure that all permits for your activity, if required, have been obtained or applied for prior to starting your project.

Keep copies of press releases, posters, pictures, articles, and other public outreach documents as well as information describing the success of your project or effort when applicable. Be sure to submit these at the end of the grant period.

Please be as thoughtful, specific, and realistic as possible when drafting your budgets.