DUE 2/12/2018

Biotechnology Equipment/Instrumentation Grant Application

Who can apply?

Businesses and organizations, including medical and scientific entities, based and operating in the state of Minnesota. For a for-profit company, it must be owned (>50%) in the state of Minnesota and must fulfill Minnesota presence requirements, i.e., be registered with the Minnesota's Secretary of State Office (http://www.sos.state.mn.us/business-liens) prior to funding.

What is being funded?

Non-expendable advanced scientific equipment or instrumentation that contributes to an improved infrastructure for regenerative medicine.

- Purchase of critical equipment or instrumentation, with a focus on multi-user configurations or other arrangements that broaden access to the resource.
- Increase availability of new technologies, leading to expanded research opportunities or patient care options.
- Conduct device testing to support PMA or NDA for FDA approval or approval from other notified bodies.
- Manufacturing equipment for clinical-grade, GMP quality control compliant production for the purpose of generating regenerative medicine products for clinical trials or patient care.

What criteria are used to evaluate the applications?

1. Does this request fill a demonstrable need?
2. Is the need clearly explained?
3. Is there solid scientific or other evidence to prove the equipment/instrumentation will fill this need?
4. Does this equipment/instrumentation have adequate institutional support and resources (location, maintenance, matching grant, etc.)?
5. Does this equipment/instrumentation increase research or patient access?
6. How does this equipment/instrumentation contribute to regenerative medicine in Minnesota?

What else should applicants know?

- For questions, please go to our website's Frequently Asked Questions page. If you can't find the answer there, email: RegenMedMN@gmail.com
- Maximum request is $100,000.
- Applications can have only one requestor. Previous awardees can reapply.
- Awards must be made to a legal entity based in Minnesota and cannot be made to an individual.
- The requestor is responsible for obtaining all necessary approvals from regulatory agencies (FDA, etc.). A copy of the approval document(s) will be required prior to the release of funding.

- The requestor is responsible for obtaining all estimates.
- The requestor must be legally employed by the entity at the time of the application.
- All funded projects are subject to an audit; therefore, it is strongly advised that awardees retain associated receipts and maintain detailed records of expenses incurred.
- Awards will be announced on April 10, 2018.

Are Proposals Public Data?

Per Minn. Stat. §13.599:

- Names and addresses of grant applicants will be public data once proposal responses are opened.
- All remaining data in proposal responses (except trade secret data as defined and classified in §13.37) will be public data after the evaluation process is completed (for the purposes of this grant, when all grant agreements have been fully executed).

How do I apply? (Two steps)

STEP 1: Begin an application by answering the following questions via the Biotechnology Equipment/Instrumentation grant application form found online at http://www.regenmedmn.org/apply-grant

1. ***Applicant Information*** *(Requestor and Responsible Party)*
   a. Requestor Name
   b. Position at Entity
   c. Email
   d. Phone number
   e. Mailing address
2. ***Entity Information*** *(responsible for receiving and disbursing grant funds)*
   a. Entity Name
   b. County (in which located)
   c. Financial Contact Name (usually an accountant)
   d. Financial Contact Email
   e. Financial Contact Phone number
3. ***Grant Information***
   a. Descriptive title of proposed equipment/instrumentation
   b. Costs requested
   c. Projected date of purchase (between May 1, 2018 and April 30, 2019).
   d. Goals (About three sentences describing the goals of the project in lay language).

STEP 2: Email grant proposal to RegenMedMN@gmail.com

Proposals must use 1" margins on all sides, 12 pt Arial font, and *a minimum of single line spacing. Do not use URLs. Include requestor name and page number in footer.*

RMM is state funded and subject to the Freedom of Information Act (FOIA).

A proposal that results in an RMM award will be available to the public on request, except for privileged information or material that is personal, proprietary or otherwise exempt from disclosure under law. Please highlight information that you feel should be withheld from public disclosure to the extent permitted by law, including the Freedom of Information Act. Without assuming any liability for inadvertent disclosure, RMM will seek to limit disclosure of such information to its employees and to outside reviewers when necessary for merit review of the proposal, or as otherwise authorized by law.

A proposal that does not result in an RMM grant will be retained for three years, but will be released to the public only with the consent of the proposer or to the extent required by law.

Submit as a single pdf file in the following order:

Page 1	• Summary ○ Briefly describe the equipment/instrumentation requested, how much it will cost, how it will be used, and where it will be located.

Pages 2-4	• Equipment/instrumentation
	  ○ Describe the problem/need.
	  ○ What equipment/instrumentation is requested to meet that need?
	  ○ How will this equipment/instrumentation fill this need (scientific evidence)?
	• Personnel
	  ○ Describe the role of the requestor.
	  ○ Who will use the equipment/instrumentation? What are their roles?
	• Other support
	  ○ Is there adequate institutional support and resources (space, maintenance, etc.) to use sustain the purchase?
	  ○ Are matching funds available?
	• Facilities
	  ○ Describe how equipment/instrumentation will be installed, maintained, and/or integrated into the existing entity.
	  ○ Estimate the life expectancy of equipment/instrumentation.
	  ○ List any other RMM equipment in use at the entity.
	• Goals
	  ○ Does this equipment/instrumentation increase research or provide patient access to new therapies?
	  ○ How does this equipment/instrumentation contribute to regenerative medicine in Minnesota?

As needed	Institutional letter of support confirming that the equipment/instrumentation will be installed, housed, and maintained at the entity.
As needed	Brief CV(s) or resume(s) for requestor and primary user(s).
As needed	Estimate(s) from three sources (if possible)
As needed	Bibliography