



USF CONNECT

Industry Seed Grant Program

FREQUENTLY ASKED QUESTIONS:

1. What is the FHTC-USF CONNECT Industry Seed Grant Program?

- The FHTC-USF CONNECT Industry Seed Grant rewards Florida-based high technology companies that partner with USF researchers. Once an industry sponsor has selected a researcher and formulated the amount that they will grant the proposal, USF CONNECT will match that grant up to \$150,000 annually.

2. Where do the matching funds come from?

- The matching funds come from the Florida High Tech Corridor which is funded by the Florida Legislature. For more information about the Florida High Tech Corridor, please visit www.floridahightech.com.

3. Where do I go to see if an award is eligible for a matching grant?

- Contact USF CONNECT to discuss the eligibility of your proposal. We will evaluate your project and help you create a match budget.

4. How many grants are awarded each year?

- It is expected that USF CONNECT will award 20-25 grants per year. Grants are awarded until all funds have been exhausted.

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5. If I am a faculty researcher and have a potential industry sponsor, where do I go?

- Contact USF CONNECT to discuss the eligibility of the proposal and scope of work. Once the proposal is deemed eligible, we will work with you to create a budget for the matching funds.

6. What is the first step in applying for a matching grant?

- Contact USF CONNECT to discuss the eligibility of the proposal and scope of work. Once the proposal is deemed eligible, we will work with you to create a budget for the matching funds.

7. If I am an industry sponsor and do not yet have a USF researcher to partner with, who do I contact?

- Contact USF CONNECT so that we may try to match you with the most appropriate researcher.

8. When do I contact USF CONNECT?

- You are highly encouraged to contact USF CONNECT at least three to four months prior to the start of the project to discuss eligibility. Postponing your first contact with USF CONNECT may delay the availability of matching funds to help start the project.

9. What is the duration of the research project?

- Since the match comes from state funds, the project duration may not extend beyond one year.

10. What happens to the funds at the end of the fiscal year?

- All matching funds must be spent by June 30th. On that date, all unspent funds revert back to the University. USF CONNECT does not have the ability to restore these funds.

11. Does the sponsor have to be located in Florida?

- Yes, since the match comes from state funds, the sponsor must be a Florida for-profit high-tech company.

12. What are the Intellectual Property requirements for the agreement?

- The intellectual property terms in the sponsored research agreement must be in accordance with [USF Policy 0-300](#). Agreements that do not coincide with USF Policy 0-300 will not be considered for a match.

13. What is the maximum award that can be matched by the Florida High Tech Corridor?

- USF CONNECT will award up to \$150,000 in matching funds annually for excellent collaborative research proposals.

14. Is overhead taken out of the matching funds?

- No, the matching funds are exempt from overhead. Only industry cash is subject to overhead. Projects requesting matching funds are subject to the University's overhead rate.

15. What are the requirements for the Matching Funds budget?

- The budget must include graduate student support for at least one student for the duration of the project in the form of tuition and/or salaries and may include faculty salaries, equipment and supplies. Items such as travel, food and entertainment may not be included.

16. What are the cash requirements for the seed grant?

- It depends on the size of the sponsor. If the sponsor is a small business, defined by having fewer than 100 employees and has not previously partnered with the University on an FHTC grant, there should be \$1 company cash for every \$1 FHTC cash. If the sponsor is a large business, defined by having greater than 100 employees or has previously partnered with the University on

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an FHTC grant, there should be a minimum of \$2 company cash for every \$1 FHTC cash.

17. What are the in-kind requirements for the seed grant?

- The seed grant requires \$1 in-kind contribution for each \$1 sponsor cash commitment. Examples of in-kind support include: staff time spent on the project working with faculty and students, industry lab and equipment usage and supplies.

18. What documentation do I need in order to be awarded the match?

- In order to be awarded the match, the following documentation is required:
 - a) A corridor-approved budget detailing how the matching funds will be expended
 - b) Scope of Work for the project
 - c) Letter of support from the sponsor
 - d) An executed research agreement from the USF Division of Sponsored Research

19. How long does it take for a matching grant to be awarded?

- Once all required documentation has been received by USF CONNECT, the proposal is sent to the FHTC review team for approval. Once approval is rendered, the match should be available within ten business days.

20. How will I know the match has been approved?

- Once the FHTC has approved the match, the sponsor will receive an award notice stating that the match has been approved. This notice will detail how the match funds will be made available.

21. Who receives the grant?

- The industry sponsor is awarded the grant. However, the USF researcher has sole accountability for the USF research account.

22. Is there a final report that must be submitted after the project is complete?

- Yes, a detailed final report must be submitted to USF CONNECT no later than July 31st after the award is made. For more information about what must be included in the report, please review the USF CONNECT Industry Seed Grant Guidelines.

23. What are the conditions for subsequent awards?

- An industry sponsor may work with a faculty researcher on multiple and subsequent projects, however, the industry sponsor should contribute 25% more than the previous award and FHTC match requests should be no more than \$1 for every \$2 of industry cash. The award will be contingent upon the receipt of a report on current and/or completed projects.