



**Development  
Services Agency**



**Third Frontier**  
Innovation Creating Opportunity

John R. Kasich, Governor

David Goodman, Director

**Ohio Third Frontier  
Technology Commercialization Center Program**

**2013 and 2014  
Request for Proposals (RFP)**

- RFP Released – May 24, 2013
- LOIs due – Open
- Proposals due – Open
- Review – Continuous
- Awards – TBA
- RFP Closes 2:00 PM – December 31, 2014 or upon commitment of all available funds, whichever occurs first

**RFP Administered by:**  
The Ohio Development Services Agency  
Office of Technology Investments  
77 South High Street, 28<sup>th</sup> Floor  
Columbus, OH 43215

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# Ohio Third Frontier Technology Commercialization Center Program

## 2013 and 2014 Request for Proposals (RFP)

### 1 Ohio Third Frontier Statement of Solicitation

#### 1.1 Background

The Ohio Third Frontier represents an unprecedented and bipartisan commitment to expand Ohio's technological strengths and promote commercialization that leads to economic prosperity throughout Ohio. Designed to build world-class research programs, nurture early-stage companies, and foster technology development that makes existing industries more productive, Ohio Third Frontier creates opportunity through innovation. In targeted areas of technology, the multi-year State of Ohio initiative supported with more than \$2 billion is catalyzing the growth of existing and emerging industry clusters throughout the state by:

- Improving the capacity of Ohio's entrepreneurial ecosystem to deliver services and attract capital necessary to create and grow scalable technology-based enterprises;
- Increasing the technical capabilities and business competencies of Ohio value chains within key existing and emerging driver industries and pursue targeted attraction to fill gaps; and,
- Cultivating a highly collaborative and innovative environment that encourages Ohio's community of technology seekers and solvers to regularly exchange new knowledge in pursuit of targeted market driven commercial opportunities.

For more information about Ohio Third Frontier, please see [http://development.ohio.gov/bs\\_thirdfrontier/default.htm](http://development.ohio.gov/bs_thirdfrontier/default.htm).

Consistent with the strategic goals, Ohio Third Frontier investments represent a balanced portfolio of programming that proactively identifies opportunities throughout the Technology Commercialization Framework (Framework). As a result, all Ohio Third Frontier Programs share a common goal — to promote technology-based economic development within Ohio by funding activities that move technology from idea to market. This goal requires the State to design programs, evaluate proposals and projects, leverage resources, and provide management oversight within the context of the Framework. It is expected that every proposal seeking Ohio Third Frontier funding will clearly demonstrate its

understanding of the Framework, and will be able to articulate its scope of work within the Framework's model.

For more information about the guiding principles contained within the Framework, please see

<http://development.ohio.gov/files/otf/TechCommFramework-Complete.pdf>.

## **1.2 Request for Proposals Issuance**

This Request for Proposals (RFP) is being issued for Funds to be awarded under Ohio Third Frontier. This RFP will be released by publication on the Ohio Third Frontier website at [http://development.ohio.gov/bs\\_thirdfrontier/tcc.htm](http://development.ohio.gov/bs_thirdfrontier/tcc.htm).

The Ohio Third Frontier Commission reserves the right to fund any Proposal in full or in part, to request additional information to assist in the review process, to reject any or all proposals responding to this RFP, and to re-issue the RFP and accept new proposals if the Ohio Third Frontier Commission determines that doing so is in the best interests of the State of Ohio. Issuing this RFP does not bind the State to make an award of Ohio Third Frontier Funds. Any award of Ohio Third Frontier Funds in respect to this RFP will be subject to availability of funds as provided in Ohio Revised Code Section 126.07. This RFP is not a contract or commitment of any kind on behalf of the Ohio Development Services Agency (Development).

Development administers this RFP and reserves the right to adjust the dates for this RFP for whatever reason it deems appropriate. Development's Office of Technology Investments will administer all Funds awarded under this RFP.

## **1.3 The RFP Process and Awards Process**

The RFP Process will consist of the following steps:

- Release of RFP
- Questions and Answers (Q&A)
- Letter of Intent – A Proposal will not be reviewed unless a Letter of Intent for such Proposal has been submitted. Letters of Intent must name the Lead Applicant and all Collaborators, specify the project's total cash costs over four years, and provide an overview of those items covered in section 2.2.2 of this RFP within a minimum of five pages and maximum of seven pages. No trade secret information may be included in a Letter of Intent.
- Submittal of Proposals

The Awards Process will consist of the following steps:

- Proposal Review and Evaluation Procedures
- Proposal Presentation and Recommendation

- Ohio Third Frontier Commission Consideration and Additional Due Diligence
- Award/Rejection Decision
- Award and Agreement Preparation and Execution

Each of the above steps is discussed in Appendix A – RFP Process, Awards Process, and Mandatory Compliance.

**All** questions regarding this RFP must be submitted in writing via email to [TCC@development.ohio.gov](mailto:TCC@development.ohio.gov) with a subject line of “Technology Commercialization Center Program Q&A”. Lead Applicants, Collaborators and/or others acting on their behalf are to be aware of all prohibited contact in Section IV of Appendix A – RFP Process, Awards Process, and Mandatory Compliance. If a Lead Applicant, Collaborator and/or others acting on their behalf makes prohibited contact, Development in its discretion may subject the Proposal to elimination from the RFP process.

## 2 Program Description

### 2.1 Purpose, Goals, and Objectives

The Ohio Third Frontier Technology Commercialization Center Program is designed to support accelerated commercialization of technologies and capitalization and expansion of Ohio companies in existing core technology focus areas of excellence that rise to all of the following standards at the time of Proposal submission:

1. Is highly focused and targeted to an Ohio technology industry sector;
2. Is concentrated within a primary Ohio university, medical center or other non-profit research institution already world-renowned for work in the core technology focus area;
3. Has a deep pipeline and deal flow of opportunity in the way of emerging technology with clear near-term market application and the expertise, capabilities, and resources for achieving commercialization;
4. Lends itself to near-term commercialization in Ohio through manufacture, production and distribution from within the state; and
5. Has commitments in hand for the overall 2:1 Cash Cost Share requirement, with at least half the required cost share from industry and private investment capital committed to Ohio commercialization activity, and can sustain itself beyond the Project period with non-state sources of funding.

A Center must be formed around an already established core of highly focused and late-stage commercially relevant research and associated technologies with a demonstrated track record of commercialization success.

A Center must describe a detailed approach for achieving sufficient capability and scale to advance a very deep pipeline and deal flow of professionally vetted products and services that directly lead to new product development, manufacture and sales in Ohio; the attraction of multiple new, smart, and meaningful sources of private investment capital; and new company capitalization in Ohio, as well as company expansion and attraction in and to Ohio.

### **Stature and Resources**

- World-class stature in a core technology focus area as determined by recognized, external, independent rankings and benchmarks of past performance in conducting significant volumes of late-stage, industry relevant research specific to the core technology focus area. A demonstrated track record, on the part of the Center, in getting research in the core technology focus area commercialized as defined by the creation of start-up companies that are active, operational, and capitalized, the attraction of private equity capital, and/or licensing of technology to established companies that take the technology to market in the way of new products, processes, or services. A Center must have a record, on a national scale, of having that research commercialized successfully at a level exceeding that of other competing clusters in the core technology focus area;
- Resources unique to the Center that set it apart as unsurpassed and establish it as world-class within its core technology focus area in terms of technical expertise and highly specialized facilities and unique scientific equipment that Ohio client companies and entrepreneurs will access and use.,

### **Scale and Opportunity**

- A world-class scale with sufficient capability and expertise to advance a proportionately sized deep Ohio pipeline and deal flow of professionally vetted technology-based products and services as well as the capitalization and expansion of a significant number of new Ohio companies from the core technology focus area of the Center and its network of entrepreneurs, Ohio companies, and Ohio Collaborators;

### **Business Driven/Market Focus**

- Business-driven in that authority over direction, resource allocation, and project and technology investment decisions is vested within a board consisting predominantly of individuals with investment capital experience, a track record in successful entrepreneurial launches, and/or experience in the core technology private industry area, as well as key staff recruited from the investment and entrepreneurial communities and core technology private industry area;
- The entire focus must be on accelerated commercialization of late-stage emerging technology and the capitalization and expansion of Ohio companies as opposed to a “technology push” approach of pursuing earlier-stage basic or applied research;

### **Service and Technology Acceleration Orientation**

- Technical services, business intelligence and know-how, and private investment capital that drive the acceleration of technology commercialization, new product and product innovations and company capitalization and expansion within the core technology focus area;
- An approach of “technology pull” whereby Ohio seeker companies, Ohio entrepreneurs, and Ohio investors stand ready to carry the outputs of the Center forward to market through the targeted Ohio technology industry sector;
- Evidence of a record in company creation and capitalization and substantiation of outcomes for those companies in terms of their continued operation in Ohio, the expanse of those operations in terms of employment and revenues, product/s on the market, and level of private investment capital received.

### **Validation and Sustainability**

- Attraction of multiple new, smart, and meaningful sources of private investment capital to the targeted core technology focus area and Ohio technology industry sector; and,
- Access to capital for support of the emerging technologies and products of the Center as well as those of the entrepreneurs and Ohio client start-up companies the Center serves within the core technology focus area.

## **Economic Impacts**

- A Center funded by the Technology Commercialization Center Program is required to create new jobs, attract private investment capital, develop new technology-based products and innovations, and capitalize and expand new technology-based companies in Ohio that will have both immediate and long-term economic impacts for Ohio.

## **2.2 Eligibility**

### **2.2.1 Technology Subject Matter**

Technology Commercialization Center Program Proposals are encouraged to, but are not restricted to, address any of the following technology focus (opportunity) areas, clusters or combinations thereof:

Technology Focus Areas:

- Advanced Materials related to advanced polymers, ceramics, composites, carbon fibers and nanotubes, and specialty metals and alloys
- Agribusiness and Food Processing
- Aeropropulsion Power Management
- Data Analytics
- Fuel Cells and Energy Storage
- Medical Technology related to imaging, surgical instruments/equipment, implant devices, and regenerative medicine
- Sensing and Automation Technologies
- Situational Awareness and Surveillance Systems
- Software Applications for business and healthcare
- Solar Photovoltaics
- Shale

Clusters:

- Biomedical
- Unmanned Aerial Vehicles (UAVs)
- Information Technology (IT)
- Consumer Products

### **2.2.2 Center Scope**

#### **Stature and Resources**

A Center must have been benchmarked against the national and international leaders in the chosen core technology focus area and the proposed Center must

stand apart as one of the best in class in terms of the volume of late-stage, industry relevant research and a record of getting that research commercialized through royalty paying licenses, the attraction of private equity investments, or the creation of start-up companies that are active, operational, and capitalized. A Center cannot be defined as a loose collection of independent research projects strung together across many researchers or several institutions. Nor may a Center achieve scale by being defined along such broad terms as “cancer,” “renewable energy,” “advanced materials,” or “advanced manufacturing,” to name a few such commonly referenced and very expansive areas. Rather, the Center must be based on a well-considered strategy to pursue high quality, concentrated, market focused, and private industry driven development work that will lead to the accelerated commercialization of emerging technologies, new product and product innovations, and the capitalization and expansion of companies that are globally competitive and based on a very well-defined and cohesive core technology focus area and private industry cluster both of which are unique to Ohio.

### **Scale and Opportunity**

The core technology focus area on which the Center concentrates its effort and resources must be described in terms of the Ohio strengths (institutional, facilities and equipment, talent, technological, private industrial, and investment capital that are specific to the core technology focus area) that, in unison and working together seamlessly, justify creating a Center around the core technology focus area and its deep pipeline and deal flow of multiple commercial opportunities. This pipeline and deal flow of commercial opportunities must be identified and described in terms of commercial applications, value propositions, potential for products, ability to achieve commercial market entry and sales within 2, 4 and/or 6 years, size of each opportunity, degree of customer readiness, receptive capital markets, size of investments required, potential for private leverage in terms of investment capital and product sales, ability to leverage the Ohio supply chain, ability to compete globally, and degree of sustainable advantage. A case must be made for why this represents a significant source of competitive differentiation on an international scale providing such a unique signature for Ohio that it is very difficult for rival clusters, in that same core technology focus area, to compete with, replicate, overcome, and outperform relative to the commercialization of emerging technologies, the development of product and product innovations, the capitalization and expansion of companies that are globally competitive.

### **Business Driven/Market Focus**

A Center must establish a specific element of its organizational structure through which continuous market insight is both acquired and applied to

position and direct the technical services, business intelligence and know-how, and private investment capital of the Center. The structure must be based on the engagement of the private-sector Cash Cost Share providers and relevant private-sector individuals or companies that are potential resource providers or have the expertise to identify viable market opportunities and the proof necessary to attract resources (as defined in the Technology Commercialization Framework). A Center's leadership, management and organizational structure must be furnished the authority to establish and guide the direction of the Center and the expenditure of Center resources. The typical paradigm for a Center is for this function and authority to be vested with a Center Board of Directors.

A Center is required to have strong participation by the private sector in all facets of its operation. An active, engaged, and committed Board of Directors led by a private sector person and with private sector majority representation must be formed to set the strategic agenda and oversee management and operations of the Center. Companies, entrepreneurs, and investors that will directly benefit from the services and/or outputs of the Center must be engaged in the development and operation of the Center and contribute toward the Center's Cash Cost Share. The involvement of the private sector must constitute a true partnership in terms of the sharing and contribution of resources as well as governance, management and decision-making. The control and autonomy typically afforded a Lead Applicant in directing a grant funded center will necessarily be mitigated by the requirement that all decisions impacting the Center's governance, direction, and activity be made by the Board of Directors.

### **Service and Technology Acceleration Orientation**

A Center must provide a detailed approach to organize, access, and deliver critical technical services, business intelligence services and know-how, and private investment capital that will 1) address known identifiable technical, commercial, and market challenges, and 2) accelerate the commercialization of emerging technologies, new product and product innovations, and the capitalization and expansion of companies that are globally competitive. Such technical assistance, business intelligence services and know-how, and private investment capital could encompass a suite of activities to include product design and engineering, testing and demonstration, certification, clinical trials, regulatory and reimbursement expertise, use of specialized technical facilities and equipment, professional vetting and due diligence of investment opportunities, acquisition of early-stage capital, direct access to private investment capital, recruitment of technical and management talent, and professional support such as marketing and business planning, but it does not include basic or applied research.

A Center must have a commercialization plan that is appropriate for the chosen core technology focus area and the phases of commercialization of the technology and companies that are the subject matter of the Proposal. It should clearly project the short-, medium- and long-term commercial launches of the Center at intervals of 2, 4 and 6 years. The Lead Applicant's engrained understanding of technology commercialization must be evident regarding the technical and business evidence required to move the technology and its commercial applications forward, what level of resources will be required, and what resource providers, other than just Ohio Third Frontier funding, will finance the commercialization.

A Center must have a record in company creation and capitalization and must be able to substantiate the outcomes for those companies in terms of their continued operation in Ohio, the expanse of those operations in terms of employment and revenues, product/s on the market, and level of private investment capital received.

### **Validation and Sustainability**

A Center must be sustainable through its proposed business model and without further Ohio Third Frontier funding. The business model must reflect the goal of sustaining the technical service, business intelligence and know-how, private investment capital, and commercialization activities of a nationally or internationally recognized Center that is one of the best in class and that continues to accelerate the commercialization of emerging technologies, the creation of new product and product innovations, and the capitalization and expansion of companies that are globally competitive. The business model must combine and demonstrate the ability to execute on various methods for securing future operating and capital cash requirements for the Center, foremost among them must be the continued attraction of multiple sources of new, smart and meaningful sources of private investment capital. Other secondary methods may include selling industry sponsored research and development, achieving commercial product development and license fees, equity in partner companies, and performing testing and other fee for services. The acquisition of federal grants is an ancillary function of a Center and is not an acceptable component to sustainability of commercialization activity.

### **Economic Impacts**

A Center must realistically and accurately project the major economic development impacts and return on investment that will result from the activities of the Center and how they justify funding of the magnitude offered by the Technology Commercialization Center Program. The information must be consistent with the commercial launches of new product and product

innovations, private capital attraction and investment, and company capitalization and expansion described for the Center, expressed in terms of short-, medium-, and long-term outcomes at intervals of 2, 4 and 6 years. The new Ohio for-profit jobs, new Ohio company capitalization, attraction of new investment capital into Ohio, and new product sales emanating from Ohio that directly result from the Center's activity represent the dimensions of economic impact metrics that are required to be significant enough of a scale relative to the requested Technology Commercialization Center funding. These economic impact metrics will be reflected in any resulting Grant Agreement as a term and condition of award.

### **2.2.3 Lead Applicant**

A Lead Applicant is the entity that submits a Proposal and will be legally and financially responsible for the administration of any resulting award of Ohio Third Frontier funds. The Lead Applicant will be responsible for the administration of the Grant should it be awarded. The Lead Applicant must also serve as administrative director of the Project.

The Lead Applicant must be a state-supported or state-assisted Ohio university or an Ohio non-profit research organization having a Principal Place of Business in Ohio. A Principal Place of Business is a facility located in the State of Ohio where the Lead Applicant, who is registered with the Secretary of State to conduct business in Ohio, maintains physical operations managed by a senior representative of the Lead Applicant who is authorized to make decisions and to obligate the Lead Applicant and its resources. This facility must be owned by the Lead Applicant or be subject to a long-term lease.

Lead Applicants that become Grantees must maintain eligibility while the Grant is open. A Grantee that loses eligibility forfeits its award and may be required to repay the State of Ohio the full amount of the monies it has received, plus interest.

### **2.2.4 Collaborators**

A Collaborator is an organization, company or other legal entity that is not an affiliate of the Lead Applicant and which is contributing Cash Cost Share.

All Collaborators must be represented by a lead individual and submit an itemized budget on Budget Form 2 (see [Appendix B – Application Forms and Budget Forms](#)). A Collaborator must be designated on Budget Form 2 to contribute Cash Cost Share to fulfill itemized budget components.

The partnership between the Lead Applicant and all Collaborators must have the capability for commercializing any resulting technology. Collaborators must be committed to the commercialization of the technology and play a significant

role in accomplishing that goal. A contribution of Cash Cost Share resources by a Collaborator is strong evidence of that commitment.

All Collaborators must submit a Letter of Commitment, as described in Section 3.3.10 of this RFP, signed by a C-suite executive authorized to commit the Collaborator to the Proposal and any subsequent Award.

Given that all decisions impacting the Center's governance, direction, and activity are made by the Center's Board of Directors, it is therefore not possible to know at the time of proposal submission what amount of Center funds will be subgranted to a given Collaborator.

### **2.3 Funding and Cost Share**

Technology Commercialization Center Program funds, and all associated Cash Cost Share, will only support technical assistance, business intelligence services and know-how, and private investment capital that directly support the acceleration of technology commercialization, new product and product innovations, and company capitalization and expansion. State funds, as well as all associated Cash Cost Share, cannot be used for either basic or applied research.

The Ohio Third Frontier Commission has made up to \$75 million available for the Technology Commercialization Center Program in 2013 and 2014. The amount for each Program award will be no more than one-third (1/3) of a Center's total cash costs over its first four years of operation. The minimum award amount is \$10 million and the maximum award amount is \$25 million, therefore the required Cash Cost Share from the Lead Applicant and Collaborators will be \$20 to \$50 million and must be documented and committed at the time of Proposal submission.

All Cost Share must be cash and must be committed and documented in both the budget and the Letters of Commitment at the time of Proposal submission. At least half of the Cash Cost Share must be from industry and private investment capital committed to Ohio commercialization activity. All Cost Share must additionally be expressly and explicitly restricted by its source to usage by the Center and that usage must be consistent with the Third Frontier funded scope of work and objectives of the Technology Commercialization Center Program. Research grant dollars, in-kind contributions, valuations affixed to existing resources, contributed space, donated supplies or equipment, equipment usage, volunteered time or services, or pledges based on a condition of project achievement or milestone are not eligible as Cash Cost Share. Projected income or anticipated future sales not currently in hand, grant funding not expressly committed to Center activities, loans, or state or local economic development incentives are also not eligible as part of the required Cash Cost Share.

Any equipment purchased with Technology Commercialization Center Program funds must remain in Ohio. Operational activity funded with Technology Commercialization Center Program funds must occur in Ohio. Indirect costs are limited to no more than twenty percent (20%) of total direct operational costs. No indirect costs can be applied to equipment paid for with Technology Commercialization Center Program funds. Unrecovered indirect costs (the difference between 20% and the Lead Applicant's or Collaborator's federally negotiated or published indirect rate) may be used as Cash Cost Share but this is the only allowance for the use of indirect costs as part of the required Cost Share. No portion of Ohio Third Frontier Funds may be used to provide bonuses, incentive compensation, or rewards. No portion of Ohio Third Frontier Funds or the required Cash Cost Share may be used for support of tuition and fees or either academic or professional society conference travel or memberships.

#### **2.4 Term of Project**

The Project is the plan of activity or activities that make up the total scope of work for which an award of Ohio Third Frontier Funds is requested and for which a Proposal is approved. The term of Technology Commercialization Center Program Grant Agreements will be four (4) years during which Ohio Third Frontier Funds must be expensed and all required Cash Cost Share must be received and expensed. A single one-year no cost extension can be granted if deemed necessary by Development and assuming acceptable performance by the Center. Such an extension will require no more than a carry forward of 20% of Ohio Third Frontier Funds into the fifth year. For an additional two (2) years beyond the Grant Agreement term, the Grantee will be required to submit reports detailing the overall status of the Center and the economic impacts of the Center on Ohio.

### **3 General Proposal Requirements**

#### **3.1 General Instructions**

Proposals must be submitted in the following manner:

- Submit Letter of Intent and receive a Letter of Intent ID Number from Development. The Letter of Intent may be posted to the Ohio Third Frontier website and should not contain any trade secret information.
- One signed original, one paper copy, and two CDs with a single PDF file on each CD that contains the entire proposal.
- It is the Lead Applicant's responsibility to ensure submission of a complete Proposal based on all requirements of this RFP.

- Proposals may not be submitted by fax or email. Proposals must be received before this RFP closes and they must be received at the following address:

Ohio Development Services Agency  
Office of Technology Investments  
77 South High Street, 28<sup>th</sup> Floor  
Columbus, Ohio 43215

- Proposals are to be submitted on 8.5 x 11-inch paper.
- Margins must not be less than  $\frac{3}{4}$  of an inch on all sides, with the exception of forms found in Appendix B – Application Forms and Budget Forms of this RFP.
- Font must be 12 point or larger with no more than 6 lines per inch.
- All pages must be numbered consecutively using the format “Page [#] of [total number of pages]” (e.g., Page 4 of 25).
- The Proposal title and Lead Applicant name must appear at the bottom of each page.
- Proposals should not include color figures that cannot be understood when photocopied in black and white.
- The first page of the Proposal must be the Application Information Page. Do not include a cover or cover letter other than the Application Information Page.
- Proposals must be stapled once in the upper left hand corner and must not be bound.

### **3.2 Trade Secret Information**

All Lead Applicants are strongly discouraged from including in a Proposal any information that the Lead Applicant considers to be a “trade secret,” as that term is defined in Section 1333.61(D) of the Ohio Revised Code. All information submitted in response to this RFP is public information unless a statutory exception exists that exempts it from public release under the Ohio Public Records Act in Section 149.43 of the Ohio Revised Code. If any information in the Proposal is to be treated as a trade secret, the Proposal must:

- Identify each and every occurrence of the information within the Proposal with an asterisk before and after each line containing trade secret information and underline the trade secret information itself.

- Check the “This Application does include information considered a ‘trade secret’” box on the Applicant Information Page.
- Include a page immediately after the Application Information Page that lists each page in the Proposal that includes trade secret information and the number of occurrences of trade secret information on that page.

To determine what qualifies as trade secret information, refer to the definition of “trade secret” in the Ohio Revised Code at 1333.61(D), which is reproduced below for reference:

- (D) “Trade Secret” means information, including the whole or any portion or phase of any scientific or technical information, design, process, procedure, formula, pattern, compilation, program, device, method, technique, or improvement, or any business information or plans, financial information, or listing of names, addresses, or telephone numbers, that satisfies both of the following:
- (1) It derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use.
  - (2) It is the subject of efforts that are reasonable under the circumstances to maintain its secrecy.

Development requires non-disclosure agreements from all non-Development persons who may have access to Proposals containing trade secret information, including evaluators.

### **3.3 Order and Content of Proposal Sections**

#### **3.3.1 Application Information Page**

The first page of the Proposal must be the completed Applicant Information Page found in [Appendix B – Application Forms](#) to this RFP.

#### **3.3.2 Trade Secret Information**

This page of the Proposal must disclose any trade secret information included in the Proposal and is only required and must be included if there is any information to be treated as a trade secret in the Proposal. Follow the instructions in Section 3.2 of this RFP.

### **3.3.3 Lead Applicant and Collaborator Information**

Complete and include the Lead Applicant Contact Information Page. One individual may serve in more than one capacity.

Complete and include the Collaborator Information Form for each Collaborator. Include the lead individual for each Collaborator on this form.

### **3.3.4 Abstract**

Prepare an Abstract summarizing the proposed Project within the context of items 1, 2, 3, 4, and 5 of section 2.1 of this RFP with emphasis on the proposed Project's commercial outcomes and economic impacts. This section will be used in public documents, including press releases, and must be understandable by the general public, should avoid use of jargon and technical language, and be written so that a non-technical person can understand it. The Abstract may not contain any trade secret information.

### **3.3.5 Table of Contents**

Prepare a Table of Contents with detail for two levels of headings in the Proposal. This section should also include a list of Charts, Figures, and Tables that appear in the Proposal with a page number for each.

### **3.3.6 Proposal Narrative**

The Proposal Narrative should address all of the following areas as separate subsections and in the order presented here:

Stature and Resources (5 pages maximum)

Scale and Opportunity (8 pages maximum)

Business Driven/Market Focus (5 pages maximum)

Service and Technology Acceleration Orientation (8 pages maximum)

Validation and Sustainability (5 pages maximum)

Economic Impacts (4 pages maximum)

Please refer to sections 2.1 and 2.2, especially 2.2.2, of this RFP for the standards and expectations that must be specifically addressed within each of the above subsections.

### **3.3.7 Biographical Sketches**

Biographical information is limited to no more than seven (7) individuals whom the Lead Applicant considers key to the success of the Technology Commercialization Center relative to the acceleration of technology commercialization, new product and product innovations, and the capitalization and expansion of companies that are globally competitive. The biographical

sketches should demonstrate proven leadership and expertise in the following areas: technology commercialization, IP protection, regulatory compliance, product development, private investment capital, entrepreneurship and business expansion. The Center’s Executive Director and Board Chair must be identified by name among the seven (7) biographical sketches as well as other Key Personnel that address the afore mentioned areas of leadership and expertise. Identify the roles and responsibilities and the rationale for selection of each individual in their corresponding biographical sketch. The biographical information should additionally present the relevant work history, industry experience, new business venture and commercialization experience, venture capital experience, and/or product development experience, as well as educational attainment and any industry honors or recognitions.

**3.3.8 Performance on Prior Ohio Third Frontier Awards**

This section is required only when the Lead Applicant is submitting a Proposal whose core technology focus area is related to any prior Ohio Third Frontier Grant(s) to the Lead Applicant or one of its Collaborators. The Lead Applicant should address any relevant information related to the past performance on all prior related Ohio Third Frontier Grant(s). The discussion must compare the current economic impacts achieved as a result of all related prior Grants to the specific projections as stated in the proposals for the prior Grants. The discussion should be adequate to enable an external reviewer who is not familiar with the prior Grant(s) to assess any pertinent issues or impediments and independently evaluate the impacts on the performance results. The Lead Applicant will include the following table for each Prior Award:

Summary of Performance on Prior Award			
Identify Third Frontier Grant # and Project Title:			
Total Award Amount:		Expended to date:	
		Year 3	Year 5
For-profit jobs projected in the Proposal			
For-profit jobs created as reported to Third Frontier			
Not-for-profit jobs projected in the Proposal			
Not-for-profit jobs created as reported to Third Frontier			
Private investment capital funding projected in Proposal			
Private investment capital funding received and reported to Third Frontier			
Product sales projected in the Proposal			
Product sales achieved and reported to Third Frontier			

Development will provide to the external reviewers past performance information necessary to verify the above information that may include Proposals, Semi-Annual Metrics Reports, Quarterly Reports, and the Final Report for every related prior Ohio Third Frontier Grant(s).

### 3.3.9 Budget

The budget must clearly describe all sources and uses of funds for the proposed Project.

**Cost Share Requirements:** Cash Cost Share is required for the Technology Commercialization Center Program at a level of 2:1 in that \$2 of Cash Cost Share is required for every \$1 of Ohio Third Frontier funding. All Cost Share must be cash and must be committed and documented in both the budget and the letters of commitment at the time of Proposal submission. At least half of the Cash Cost Share must be from industry and private investment capital committed to Ohio commercialization activity. All Cost Share must additionally

be expressly and explicitly restricted by its source to usage by the Center and that usage must be consistent with the Third Frontier funded scope of work and objectives of the Technology Commercialization Center Program. Research grant dollars, in-kind contributions, valuations affixed to existing resources, contributed space, donated supplies or equipment, equipment usage, volunteered time or services, or pledges based on a condition of project achievement or milestone are not eligible as Cash Cost Share. Projected income or anticipated future sales not currently in hand, grant funding not expressly committed to Center activities, loans, or state or local economic development incentives are also not eligible as part of the required Cash Cost Share. If the Lead Applicant proposes that its Center will administer a grant fund, seed fund, loan fund, or investment fund of any type as part of its acceleration or investment model and that fund uses Ohio Third Frontier funding, the fund must be capitalized with a minimum of one dollar in Cash Cost Share for every one dollar of Ohio Third Frontier funds. Likewise, disbursement of any Ohio Third Frontier funds must be accompanied by a minimum of an equal amount of Cash Cost Share into each “deal.” Fund expenses must be proportionately shared between the sources of funds. Management, oversight, and approval of the fund and its disbursements will be a critical role of the Center’s Board of Directors.

**Indirect Costs:** Indirect costs are capped at 20% of total direct Technology Commercialization Center Program operating costs and may not be charged to any equipment costs. Indirect Costs are costs incurred for common or joint objectives and therefore cannot be identified readily and specifically with a particular sponsored project but nevertheless is necessary to the operation of the organization. These costs are also known as “Facilities & Administrative (F&A) costs”. Unrecovered indirect costs (the difference between 20% and the Lead Applicant’s or Collaborator’s federally negotiated or published indirect rate) may be used as Cash Cost Share but this is the only allowance for the use of indirect costs as part of the required Cost Share.

**Other Cost Prohibitions:** Ohio Third Frontier funds, as well as all associated Cash Cost Share, cannot be used for either basic or applied research. No portion of Ohio Third Frontier Funds may be used to provide bonuses, incentive compensation, or rewards. No portion of Ohio Third Frontier Funds or the required Cash Cost Share may be used for support of tuition and fees or either academic or professional society conference travel or memberships.

**Budget Forms and Narrative:** A Lead Applicant must use the following Budget Forms, which are also contained in [Appendix B – Budget Forms](#) of this RFP.

[Budget Form 1](#) is to be used by the Lead Applicant. The total Ohio Third Frontier Funds requested in the Proposal as well as the required Cash Cost Share, and only Cash Cost Share, must be represented on this form as the

amounts that will be used by the Lead Applicant and any Collaborators. The Subcontract/Sub-Grant line, if needed, on this form refers to any Technology Commercialization Center Program funds set aside as a reserve under the Lead Applicant's proposal and whose use will be determined by the Center's Board of Directors as opportunities arise.

Budget Form 2, if applicable, is to be completed for each Collaborator and reflect only that Collaborator's use of or contribution to Cash Cost Share for Center activities.

A detailed Budget Narrative must also be included covering an explanation of the costs for both the Ohio Third Frontier Funds requested and all Cash Cost Share committed.

Equipment is defined as meeting all of the following criteria: (1) it is essential in bringing the facility up to its intended use and necessary for the facility to function; it must be an integral part of or directly related to the basic purpose or function of the facility, (2) has a unit cost of approximately \$100 or more, (3) has a useful life of at least five years, and (4) is used primarily in the rooms or areas covered by the financed Project. Supplies are defined as materials, including equipment, which both costs less than \$5,000 and has a useful life of less than one year.

### **3.3.10 Letters of Collaboration**

A Commitment Letter must be provided for each Collaborator identified on a Budget Form 2. Commitment letters may not be more than two (2) pages and may not include appendices or attachments.

The letters must:

- Be submitted on the letterhead of the Collaborator;
- Include the name of the Lead Applicant and the title of the Proposal;
- Briefly state the nature and duration of the collaboration;
- Explicitly state the specific amount of the Cash Cost Share commitment that matches the Cash Cost Share amount on the Collaborator's corresponding Budget Form 2;
- Explicitly state that the Cash Cost Share commitment is cash;
- Explicitly state the source of the Cash Cost Share;
- Explicitly state that the Cash Cost Share commitment is available to the Project and is expressly and explicitly restricted by the Collaborator and its source to usage by the Center and that usage must be consistent with

the Third Frontier funded scope of work and objectives of the Technology Commercialization Center Program;

- If applicable, state any other resources, other than Cash Cost Share, the Collaborator is committing;
- Be dated and signed by a C-suite executive of the Collaborator with the authority to make the Cash Cost Share commitment.

General support letters from any person or organization other than a Collaborator are not allowed. Any such letters submitted may disqualify a Proposal.

### **3.3.11 Page Limitations**

Any pages beyond the page limits listed below will be eliminated from the Proposal before it is sent for review and evaluation. Except as otherwise noted, appendices or other methods to augment the information presented in the Proposal are not allowed. Reference to web-based information to supplement the Proposal is not permitted, and such references will not be considered in the evaluation.

- Abstract – 1 page
- Proposal Narrative – 35 pages (see section 3.3.6 for further detail)
- Biographical Sketches – 1 page per person, maximum of 7
- Prior Performance – 1 page per prior Ohio Third Frontier Grant
- Budget – Use specified forms
- Budget Narrative – Minimum of 4 and maximum of 6 pages total
- Letters of Collaboration – No more than 2 pages per letter and only letters from legal entities contributing Cash Cost Share

## **4 Evaluation Criteria**

Only the most meritorious proposals are sought for funding. Proposals will be evaluated based on responsiveness to all the requirements of this RFP and on the Lead Applicant's response to any additional information that may be requested. Implicit in those requirements and evaluation criteria is the quality of the proposal and budget. If a proposal receives a review from the third-party evaluator recommending no further consideration be given to a Proposal, there will be no opportunity to revise and resubmit that Proposal for a period of six months.

The following criteria have been designated with the highest relevance to and weighting for the Technology Commercialization Center Program:

- Alignment of the Proposal with the Technology Commercialization Center Program purpose, goals, objectives, eligibility, and funding requirements as described in Section 2 of this RFP;
- Quality of the responses to the requirements of this RFP as outlined in the Proposal and Budget Narratives, Biographical Sketches, and Letters of Collaboration. The following specific requirements of the Technology Commercialization Center Program will be evaluated regarding a proposed Center:
  - The core technology focus area of the proposed Center is concentrated within the Lead Applicant.
  - The proposed Center has already attained world-class stature in a core technology focus area as determined by recognized, external, independent rankings and benchmarks of the proposed Lead Applicant's past performance in conducting significant volumes of industry relevant, late-stage research specific to the core technology focus area and having that research commercialized successfully at a level exceeding that of other competing clusters in the core technology focus area;
  - The Lead Applicant already has unique resources that set it apart as unsurpassed and establish it as world-class within its core technology focus area in terms of technical expertise highly specialized facilities and unique scientific equipment,;
  - The core technology focus area the proposed Center targets is appropriately and realistically sized and defined, concentrated, and market focused.
  - The core technology focus area the proposed Center targets aligns with an established Ohio technology industry sector and has access to a private investment capital community, both of which will significantly utilize, support, and invest Cash Cost Share into the activities and services of the Center.
  - The Cash Cost Share meets or exceeds the required ratio, is committed at the time of Proposal submission, is expressly and explicitly restricted by its source to usage by the Center and that usage is consistent with the Third Frontier funded scope of work and objectives of the Technology Commercialization Center Program, and is of an amount and quality sufficient to support the Center's required activities and achievement of the required outcomes and impacts.

- At least one-half of the required Cash Cost Share is sourced from industry and private investment capital committed to Ohio commercialization activity.
- The proposed Center is of world-class scale with sufficient capability and expertise to advance a proportionately sized deep Ohio pipeline and deal flow of professionally vetted technology-based products and services as well as opportunities around the capitalization and expansion of a significant number of new Ohio companies from the core technology focus area of the Center and its network of entrepreneurs, Ohio companies, and Ohio Collaborators;
- The proposed Center and the many potentials of its deep Ohio pipeline and deal flow must represent a significant source of competitive differentiation on an international scale providing such a unique signature for Ohio that it is very difficult for rival clusters to compete with, replicate, overcome, and outperform relative to the acceleration and commercialization of emerging technologies, new product and product innovations, the capitalization and expansion of companies, and the attraction of private investment capital, all of which must be globally competitive.
- The proposed Center is business-driven in that authority over direction, resource allocation, and project investment decisions is vested within a board consisting predominantly of individuals with meaningful investment capital experience, a track record in successful entrepreneurial launches, and experience and expertise in the core technology private industry area, as well as key staff recruited from the investment community and core technology private industry area.
- The proposed Center's board and staff of predominantly private-sector individuals have authority to position and direct the technical services, business intelligence and know-how, and private investment capital activities of the Center. Commitments from these individuals to serve in these capacities are in hand.
- The private sector Cash Cost Share providers are meaningfully engaged in the development, operations, and management of the Center.
- The proposed Center's entire focus is on commercialization and acceleration of late-stage emerging technology, new product and product innovations, and the capitalization and expansion of Ohio companies as opposed to pursuing earlier-stage basic or applied research.

- The proposed Center has a detailed approach to access and deliver critical technical services, business intelligence services and know-how, and private investment capital that are impactful in that they will 1) address known identifiable technical, commercial, and market challenges and 2) accelerate the commercialization of emerging technologies, new product and product innovation, and the capitalization and expansion of companies that are all globally competitive.
- The proposed Center has a commercialization plan that is appropriate for the chosen core technology focus area and the phases of commercialization of the technology and companies that are the subject matter of the Center and the plan impactfully, yet realistically and credibly, states the short-, medium- and long-term economic and commercial outcomes committed to by the Center at intervals of 2, 4 and 6 years.
- The proposed Center demonstrates an understanding of the commercialization process unique to its core technology focus area, and has appropriately defined and will provide the correct set of technical services, business intelligence services and know-how, and private investment capital resources that will achieve the proof and support necessary to move technologies to commercialization, product to market, and companies to capitalization and expansion.
- The proposed Center, through its leadership, management and organization structure, has access to continuous market insight that will be applied to direct the activities of the Center.
- The proposed Center and its Collaborators have the capacity to finance the commercialization and company expansion outputs of the Center through sources of new, smart, and meaningful private investment capital.
- The continuation plan presents a credible scenario for the Center's commercialization activities to operate beyond the four-year Project Period through the attraction of non-state support, especially new, smart, and meaningful sources of private investment capital.
- The markets targeted by the Center are currently and for the foreseeable future accessible for businesses based in Ohio, and the core technology focus area of the Center readily lends itself to commercialization in Ohio in the way of production, manufacture, and distribution emanating from Ohio.

- The proposal commits the Center to short-, medium- and long-term Ohio economic impacts in the way of for-profit job creation, company capitalization, and product sales that are realistic and achievable at the 2, 4, and 6 year intervals.
- The committed outputs of the Center will contribute significant economic development value to Ohio, in the way of for-profit job creation, company capitalization, and product sales relative to Ohio Third Frontier funds requested.
- In terms of prior performance: performance and project timing were consistent with the agreed upon scope(s) of work; the expenditure of Ohio Third Frontier and Cost Share funds were consistent with the budget plan(s); additional leverage funds were accrued and were significant; significant commercial progress and economic impacts have been verified for the previous award(s).
- Compliance with this RFP's administrative requirements.

## **5 APPENDICES**

- A. RFP Process, Awards Process, and Mandatory Compliance**
- B. Application Forms and Budget Forms**