



Ohio Third Frontier Ohio's New Entrepreneurs Fund

Fiscal Year 2013 Request for Proposals (RFP)

- RFP Released – November 8, 2012
- Bidders' Conference – 2:00 p.m. on November 30, 2012
Vern Riffe Building, 77 South High Street, 31st Floor, Columbus, OH 43215
- Written Questions – through December 13, 2012
- Proposals due by 1:00 p.m. – December 17, 2012
- Review and Award approximately – February 2013



RFP Administered by:

Ohio Development Services Agency
Office of Technology Investments
77 South High Street, 25th Floor
Columbus, OH 43215

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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 support world-class, commercializable research programs, nurture early-stage companies, and foster technology development that makes existing industries more productive, the 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.

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 the Ohio Third Frontier. This RFP will be released by publication on the Ohio Third Frontier website at http://development.ohio.gov/bs_thirdfrontier/onefund.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
- Bidder's Conference
- Questions and Answers (Q&A) and Communications
- Submittal of Proposals

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

The Awards Process will consist of the following steps:

- Proposal Review and Evaluation Procedures
- Award Decision
- Award and Agreement Preparation and Execution

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

All questions regarding this RFP must be submitted in writing via e-mail to ONEFund@development.ohio.gov with a subject line of "ONE Fund 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

Ohio's New Entrepreneurs Fund is an innovative approach to retaining and attracting the best and the brightest talent to Ohio. This mentorship-driven program focuses on the professional development of young entrepreneurs with the necessary ambition to commercialize new technologies, and looks to link promising new ventures in Ohio with early-stage investment capital. Ohio's New Entrepreneurs Fund aggressively recruits entrepreneurs from within Ohio and outside the state and fosters the entrepreneurs' development by educating them on what it takes to launch a new venture in Ohio.

2.2 Goals and Objectives

Development aims to support Ohio business accelerators which have the potential to become world-class by providing funding to teams of entrepreneurs participating in these accelerators. The over-arching goals for the accelerators include the following:

- Attract and retain top entrepreneurial talent in Ohio by directing resources to accelerate the formation and development of companies;
- Assist young companies in attracting follow-on investment; and
- Raise visibility and excitement about entrepreneurship in Ohio.

The accelerator model first emerged in 2005 around information technology with the goal of rapidly accelerating the time to secure investment capital and achieve market entry by quickly connecting emerging technology to market needs. The pioneer accelerator, Y Combinator, started in 2005 in Mountain View, California, followed by TechStars in 2006 in Boulder, Colorado, and both accelerators remain pre-eminent today. Ohio's New Entrepreneurs Fund aims to support accelerators with the potential to reach this caliber.

The accelerator model differs from business incubators due to highly defined programmatic structures including a set duration, identifiable progression targets, and a set number of participating companies in each cohort. A typical business accelerator can be viewed as an entrepreneurial "boot camp" lasting ten to twelve weeks and ending with an Investor Showcase or Demo Day where entrepreneurs pitch their ventures to local, regional, and national investors.

Companies supported by accelerators typically demonstrate a high likelihood of raising follow-on investment by the end of the program, which generally requires the ability to quickly validate the business model and demonstrate market traction, often involving the deployment of a beta prototype during the program. To accomplish this during the very short program timeframe, accelerator companies typically leverage platform technologies, utilize inexpensive development tools, and are generally capital efficient. For these reasons, most accelerators focus on information technology, though several support a broader range of technologies.

2.3 Lead Applicant and Accelerator Eligibility

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 Proposal should it be awarded.

The Lead Applicant must have 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.

To be eligible for the program, the accelerators are expected to follow the model of approximately twelve week duration, support between five and ten teams of entrepreneurs, expect a high level of team commitment and progress during the program and maintain graduation standards, and end with a Showcase or Demo Day where entrepreneurs pitch their ventures to an expert audience of local, regional, and national investors. In addition, the accelerator is expected to provide a dedicated collaborative facility to the participating teams of entrepreneurs throughout the accelerator session. Current or past Grantees under the Entrepreneurial Signature Program are not eligible as Lead Applicants, but are encouraged to look at accelerators for a potential pipeline of quality deal flow.

2.4 Funding

Development anticipates awarding up to \$960,000 in Grants through the FY2013 Ohio's New Entrepreneurs Fund. Development anticipates awarding three to five Grants through the Ohio's New Entrepreneurs Fund. Each Grant will be for \$100,000 to \$200,000 to support five to ten teams of entrepreneurs with funding of \$20,000 per team. Development will only support the entrepreneurial teams participating in the accelerator, and not the operating costs or overhead expenses associated with running the accelerator.

No portion of Ohio Third Frontier Funds may be used to provide bonuses, incentive compensation, or rewards.

2.5 Term of Project

A 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 Project Period is the period during which the work funded by the Grant will take place and will be approximately three months. For an additional two years of the Grant, the Lead Applicant will continue to follow the business success of the teams, and report these to Development.

3 General Proposal Requirements

3.1 General Instructions

Proposals must be submitted in the following manner:

- **Proposals are to be submitted electronically in PDF format to ONEFund@development.ohio.gov with subject line “Ohio’s New Entrepreneurs Fund Proposal Submission”.**
- It is the Lead Applicant’s responsibility to ensure submission of a complete Proposal based on all requirements of this RFP.
- 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 Accelerator Operating Funds Form of this RFP.
- Font must be 11 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 2 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.

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 and Accelerator Operating Funds Form to this RFP.

3.3.2 Trade Secret Information

This section of the Proposal must disclose any trade secret information included in the Proposal. This page 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 Information

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

3.3.4 Table of Contents

Prepare a Table of Contents with detail for three 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.

3.3.5 Statement of Work

This section of the Proposal's narrative must contain information that addresses the subject matter delineated below.

3.3.5.1 Stage of Development

Whether this is a new accelerator, or whether one or more accelerator sessions have already taken place.

3.3.5.2 Focus Area

- Whether the technology focus areas will be broad-based, sector-weighted, or sector-specific.
- If the focus is on area(s) outside of the information technology space, please clearly describe the following:
 - Why this is a good fit for the accelerator model;
 - Which points in the technology/business development timeframe can be accelerated; and
 - How the participating teams will be able to achieve rapid business validation and raise follow-on capital within six months of program completion.

3.3.5.3 Team Resources

- Discuss the breadth, depth, and relevant expertise of the mentor network, and a strategy to continue to build, grow, and maintain an extensive and committed mentor base. Indicate how many mentors with relevant expertise have committed their time to the program, and how many hours per week on average they expect to dedicate to the participating teams. If the mentors will be tiered based on their commitment level, please discuss.
- Discuss how the teams will readily gain access to customers for feedback, concept validation, market size assessment, and prototype testing. Provide information about what tools and networks will be available to the participants in order to reach target market customers.
- Discuss the support of the local and regional investment community for the accelerator and how these investor networks are relevant to the focus area(s).
- Describe the planned accelerator methodology, such as formal or informal education sessions, programs to support company development, initiatives to measure and achieve progress targets, and any social or networking activities.
- Discuss where the accelerator adopts existing best practices in its methodology and where it takes innovative approaches.
- Discuss the proposed Showcase or Demo Day, where at the end of the accelerator cycle entrepreneurs will pitch their ventures to local, regional, and national investors.

- Discuss the proposed facility where the accelerator will be based and what makes it stand out as a great environment for accelerator teams and mentors.
- Discuss the corporate and professional services support such as technical expertise, business validation, legal services, and resources which will be available to teams throughout the accelerator experience.
- If a team has not formed a company by the program start date, discuss the ability and process to assist the team in developing the appropriate legal structure in Ohio within the first week of the program.

3.3.5.4 Team Selection and Expectations

- Discuss the ability to develop a strong brand recognition and network in order to attract the quality of entrepreneurs desired from Ohio and outside the state.
- Discuss the process of team selection, including recruitment, application, selection criteria, and screening processes.
- Discuss the expectations from teams, including but not limited to:
 - Location requirements;
 - Participation;
 - Expectations of progress and commitment;
 - Graduation standards;
 - Funding structure (e.g. lump sum at the start of the program or multiple phases during the accelerator session contingent on team progress); and
 - Equity, convertible note, or other funding requirements from a company as a result of participating in the accelerator.

A company must be registered in Ohio prior to receiving Ohio Third Frontier Funds. In addition, Development reserves the right to negotiate with the Lead Applicant regarding the specifics of Grant Agreements with the selected teams.

3.3.5.5 Accelerator Timeline

Describe the proposed timeline for an accelerator session in calendar year 2013, including the expected start and end date. Please indicate whether there is any flexibility in the proposed schedule. Development reserves the right to negotiate with the Lead Applicant regarding the proposed timeline if it deems that minimizing the overlap between the accelerators would benefit the program.

3.3.5.6 Media Outreach

Describe any promotional or social networking tools, and the media/public outreach strategy.

3.3.5.7 Becoming World-Class

Describe how the accelerator has achieved or will achieve recognition and prominence on a national or international level.

3.3.6 Performance Goals

The Lead Applicant should demonstrate why the accelerator is likely to have a significant impact on Ohio in the following areas:

- Assisting companies in raising follow-on capital. The initial target is that at least fifty percent of participating companies will have raised meaningful follow-on capital within six months of program completion. It is expected that the best accelerator companies will continue on to become successful, prominent Ohio companies;
- Increasing the ability to attract top talent from Ohio and outside the state in order to create and grow scalable technology-based enterprises;
- Selecting teams likely to derive meaningful benefit from the accelerator;
- Retaining top talent in Ohio following graduation from the accelerator;
- A meaningful experiential-based education for entrepreneurs; and
- Enhanced national and/or international recognition for Ohio.

3.3.7 Experience and Qualifications

This section of the Proposal's narrative must contain information that addresses the subject matter delineated below.

- **Organizational Capabilities.** Provide a description of relevant organizational experience, capabilities, and resources to operate a highly successful accelerator, keeping in mind that all costs pertaining to the accelerator other than team funding will be borne by the Lead Applicant.
- **Demonstrated Leadership Assets.** Identify the Program Manager and other Key Personnel who will lead the accelerator, their roles and responsibilities, relevant expertise, and their commitment to the accelerator including the number of hours committed per week. Clearly indicate if any staff members are dedicated to the accelerator on a full time basis or are planned to be dedicated by the accelerator session start date.
- **Management Plan.** Discuss plans for internal means of communication and information management. Describe the frequency, format, and structure of touch-points with teams and methods to track and evaluate team progress and address gaps. If applicable, provide

examples from past experience of how gaps or issues were identified and resolved. In addition, if applicable, describe the software tools to be utilized for team application, entrepreneur education, and mentor/team/stakeholder collaboration, as well as program and data management.

- **Past Performance.** If applicable, describe the past performance in the form of previous accelerator results. In addition, please summarize the aggregate outcomes in the format outlined below.

	Graduation Date	Graduates (#)	Active Graduates (#)	Active Graduates in Ohio (#)	Graduates that Raised Follow-on Capital (#)	Follow-on Capital Raised (\$)
Session 1						
Session 2						
Session 3						
TOTAL:						

3.3.8 Proposed Funding Model

Describe the sources and uses of funds needed to successfully operate the accelerator other than the Ohio Third Frontier Funds, and the fundraising strategy if applicable. Use the form provided in [Appendix B – Application Forms and Accelerator Operating Funds Form](#) and provide a clear explanation of each line item. Delineate the funds which have already been raised and those which are anticipated to be raised for the accelerator session and the expected date. Note that these funds must be committed to the accelerator at the time the Grant Agreement with Development is executed, and must be available by the accelerator start date.

Discuss other aspects of the funding model, such as equity or convertible note participation in companies, if applicable. Discuss the path to accelerator self-sustainability and the anticipated timeframe. If previously supported by Ohio’s New Entrepreneurs Fund, describe the progress toward self-sustainability.

3.3.9 Letter of Commitment

Provide a Letter of Commitment on Lead Applicant’s official letterhead and signed by an authorized representative of the Lead Applicant. The letter should state that the Lead Applicant is committed to providing the proposed operating funds to the accelerator in the event that the Proposal is selected for Ohio Third Frontier funding, and that these funds will be made available no later than the specified accelerator start date. The Letter of Commitment must appear in an Appendix to the Proposal.

3.4 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.

- Statement of Work – up to 7 pages
- Performance Goals – up to 2 pages
- Experience and Qualifications – up to 3 pages
- Proposed Funding Model – up to 3 pages
- Letter of Commitment – up to 1 page

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.

The following criteria have been designated with the highest relevance to and weighting for the Ohio's New Entrepreneurs Fund:

- Alignment of the Proposal with the Ohio's New Entrepreneurs Fund purpose, goals, objectives, eligibility, and funding as described in Section 2 of this RFP.
- Quality of the responses to the requirements of this RFP outlined in Section 3. The following are examples of specific elements which will be examined:
 - Breadth, depth, and relevant expertise of the mentor network;
 - Mentor commitment level;
 - Resources and services available to the participating teams;
 - Likelihood that the program will result in a world-class accelerator, and help garner national and international recognition for Ohio;
 - Availability of all financial and other resources needed to deploy and sustain the accelerator;
 - Likelihood of achieving the proposed performance goals;
 - Ability to attract top teams from Ohio and outside the state;
 - Team selection process and criteria;
 - Experience and qualifications of the Lead Applicant; and

- Strategy to retain teams in Ohio following program completion.
- Compliance with this RFP's administrative requirements.

The evaluation criteria are designed to support the mission and goals of Ohio Third Frontier and its various programs.

5 APPENDICES

- A. RFP Process, Awards Process, and Mandatory Compliance**
- B. Application Forms and Accelerator Operating Funds Form**

Appendix A

Ohio Third Frontier

Ohio's New Entrepreneurs Fund

RFP Process, Awards Process, and Mandatory Compliance

Appendix A – RFP Process, Awards Process, and Mandatory Compliance

Request for Proposals Process: This Ohio Third Frontier Program’s Request for Proposals (RFP) Process will consist of the following steps:

I. Release of Request for Proposals (RFP)

This RFP will be released by publication on the Ohio Third Frontier website at http://development.ohio.gov/bs_thirdfrontier/default.htm.

II. Bidder’s Conference (Optional)

A Bidder’s Conference regarding this RFP will be held and will include a presentation by the Ohio Development Services Agency (Development) covering the intent and purpose of this RFP, the requirements of this RFP, the evaluation process that will be used to determine awardees, and a question and answer session. Attendance is encouraged, but is not mandatory.

III. Questions and Answers (Q&A) and Communications

a. Question and Answer Period

Except for communication during the Bidder’s Conference, should one be included as part of this RFP’s process, all communications and questions regarding this RFP must be submitted to Development staff in writing via email. Substantive questions and answers will be posted in a Frequently Asked Questions section on the RFP website. All questions and inquiries must be sent to ONEFund@development.ohio.gov with a subject line of “ONE Fund Q&A”. Development reserves the right to edit questions for brevity and clarity. The deadline for written question submissions to be submitted to the email address in this paragraph is provided on the cover of this RFP.

b. Communication during Proposal Period

After the Proposals are submitted for this program RFP, the Ohio Third Frontier Commission reserves the right to request additional information from any or all Lead Applicants to assist in its evaluation process. However, no Lead Applicant, Collaborator or others acting on their behalf may contact any Ohio Third Frontier Commission member, Development’s external evaluators for this RFP’s Proposals, and/or Development staff, other than via the communication method described in Part IV.a. of Appendix A (above) of this RFP during the Proposal Period regarding this RFP. The Proposal Period is considered to be the date of Proposal submission for this RFP through the date of the Ohio Third Frontier Commission’s award. Current Lead Applicants responding to this RFP are expected to limit their contact to those Development staff with whom they ordinarily interact regarding the administration of Ohio Third Frontier programs and grants. Lead Applicants, Collaborators and others acting on their behalf are to avoid direct contact with Ohio Third Frontier Commission members or other Development staff during the Proposal Period, other than that which might occur at regularly scheduled meetings.

- c. 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.

IV. Submittal of Proposal

It is the responsibility of each Lead Applicant to ensure that Development's Office of Technology Investments receives Proposals at the prescribed place and by the submission deadline. Late Proposals will not be reviewed nor considered.

A Lead Applicant must ensure that a Proposal submitted in response to this RFP complies with all the requirements set forth in this RFP. All Lead Applicants are advised to read this RFP carefully to ensure a complete understanding of the Proposal requirements. In particular, the form, format, and content of all Proposals must follow the directions provided in Sections 2, 3 and 4 and use the forms presented in Appendix B – Application Forms and Accelerator Operating Funds Form. The Lead Applicant is solely responsible to ensure its Proposal is complete, accurate, responsive to the requirements of this RFP, and received by Development's Office of Technology Investments by the deadline provided on the cover of this RFP.

Note: All costs incurred in preparation of a Proposal shall be borne by the Lead Applicant and its team. Proposal preparation costs and/or Proposal consultancy costs are not recoverable from Ohio Third Frontier Funds nor will they be considered as Cost Share to the Project. The State shall not otherwise contribute to or be liable for the costs of Proposal preparation.

Awards Process: The Ohio Third Frontier Awards Process will consist of the following steps:

I. Proposal Review and Evaluation Procedures

Ohio Third Frontier uses a competitive, objective, and transparent process to make awards to projects based on proposals that reflect meritorious scientific and technical content, sound business and commercialization plans, and potential for positive impacts on the economic conditions in Ohio.

An annual strategic plan, recommended by the Ohio Third Frontier Advisory Board and approved by the Ohio Third Frontier Commission in open, public meetings, drives program framework and budget allocations. Following the Ohio Third Frontier Commission established program framework, this RFP establishes specific award criteria and will be subject to a competitive peer review process. This RFP process complies with Ohio Revised Code Section 184.02 (B), which states:

In addition to the powers and duties under sections 184.10 to 184.20 of the Revised Code, the Commission shall do all of the following: (1) Establish a competitive process for the award of grants and loans that is designed to fund the most meritorious proposals and, when appropriate, provide for peer review of proposals.

Upon receipt of proposals, Development staff will conduct an administrative review using an established written protocol to screen proposals for compliance with the objective content requirements defined in the RFP. Proposals found to not comply with this RFP's requirements may be eliminated from the competition and not reviewed further.

II. Award Decision

At a public meeting, Proposals recommended for funding will be presented along with necessary programmatic details including information about funds available and program goals and criteria. Lead Applicants will be informed of the meeting at <http://development.ohio.gov/DSACalendar/> and through direct notification from Development staff. If requested, Lead Applicants must attend the Ohio Third Frontier Commission meeting at which Proposals are considered for funding. Both the external evaluator for this Ohio Third Frontier Program and Development staff will be available to respond to questions from Ohio Third Frontier Commission members. During the public meeting, and only at the specific request of an Ohio Third Frontier Commission member, Development staff will provide a funding recommendation.

Ohio Third Frontier Commission members will deliberate and exercise their independent judgment regarding award decisions based on all the information exchanged. The Ohio Third Frontier Commission may approve awards subject to conditions identified during its deliberation. The Ohio Third Frontier Commission acts by the affirmative vote of a majority of its members. The funding decisions of the Ohio Third Frontier Commission are final and all Lead Applicants will be notified of the outcome of their Proposals after the Ohio Third Frontier Commission makes its funding decisions.

All decisions taken by the Ohio Third Frontier Commission, including votes and a summary of any award conditions, will be recorded in minutes of the Ohio Third Frontier Commission meeting. If and to the extent the Ohio Third Frontier Commission deviates from a recommendation of an external evaluator, those deviations will be reflected in the meeting minutes.

III. Award and Grant Agreement Preparation and Execution

Awards of Ohio Third Frontier Funds will be made based on Proposals as submitted (including any such modifications that may be identified during the review and evaluation process and as may be agreed by the Lead Applicant), the Project budget, and any conditions set forth by the Ohio Third Frontier Commission. The Grant will remain open for the duration of the Project, plus a reporting period to be determined by Development during which annual reports are required to be submitted to Development.

Following selection by the Ohio Third Frontier Commission, an award of Ohio Third Frontier Funds must be approved by the state's Controlling Board, a legislative body that reviews appropriation of state funds. Development will request Controlling Board review as soon as possible after the Ohio Third Frontier Commission funding decision. If requested, Lead Applicants selected by the Ohio Third Frontier Commission for funding must attend the Controlling Board meeting at which their applications for funding are to be considered. The Controlling Board process normally takes a minimum of 45 to 60 days to complete.

Development will prepare a Grant Agreement, a legal agreement setting forth the terms and conditions upon which Ohio Third Frontier Funds are awarded and the respective rights and obligations of the Lead Applicant and the State of Ohio with respect to Ohio Third Frontier Funds and the Project for which they are to be used. The Grant Agreement will incorporate the Proposal and Project budget, as either may have been modified by evaluation findings, funding decisions, or other terms or conditions consistent with the approval by the Ohio

Third Frontier Commission. Development may require the Lead Applicant to provide cash flow projections on a quarterly basis.

Grant Agreements are sent to Lead Applicants for review and signature. Development executes Grant Agreements on behalf of the Ohio Third Frontier Commission after the Grant Agreement is accepted by the Lead Applicant. After Development executes the Grant Agreement, the Grant is entered on the state's accounting system and invoices may be submitted. Once the Grant Agreement is fully-executed, the Lead Applicant will be considered and referred to as a "Grantee".

A Grantee is required to complete the Project as described in the Grantee's Proposal as submitted and with only those modifications as agreed by the Grantee and Development in finalizing the Grant Agreement. Development will assign a Program Manager who will work with the Grantee throughout the Project Period. Development staff and the Grantee will develop a series of performance metrics that will be used to measure progress on the Grant Agreement.

All Grantees will be required to submit to Development quarterly progress and metrics reports, as well as invoices and expenditures reports, to document achievement of Project milestones, to report Project-related success stories, and to submit post-Project completion annual reports for a period of time to be determined by Development. All reports and invoices will be submitted in the form and format required by Development, which may change from time to time.

From time to time during the Term of the Agreement, Grantee may organize conferences or other events open to industry representatives or the general public related to the Project, the subject matter of the Project or associated work of Grantee or its Collaborators. In consideration of the Grant, up to two representatives of the Grantor may attend such conferences and events for the purposes of sharing information between the Grantee, its Collaborators and other constituents, and the Grantor. The Grantee shall provide the Grantor reasonable advance notice of any such conferences and events. The Grantor will not be charged registration fees to attend such events.

Mandatory Compliance: The following restrictions apply to all Ohio Third Frontier Projects:

I. Human and Animal Research

For any Proposal that includes use of human subjects, the Lead Applicant's and each Collaborator's human subject policies and procedures must comply with the Code of Federal Regulations, Title 45, Part 46. For any Proposal that includes use of animal subjects, the Lead Applicant's and each Collaborator's animal subject policies and procedures must comply with US Code, Title 7, Sections 2131-2156.

II. Obligations to the State; Compliance with Laws

Grantees will be required to certify in the Grant Agreement that they do not owe: (1) any delinquent taxes to the state or a political subdivision of the state; (2) any moneys to the state or a state agency for the administration or enforcement of any environmental laws of the state; and (3) any other moneys to the state, a state agency or a political subdivision of

the state that are past due, whether the amounts owed are being contested in a court of law or not.

Grant Agreements will require Grantees to comply with all applicable federal, state, and local laws in the performance of the Project. Grantees must accept full responsibility for payments of all unemployment compensation, insurance premiums, workers' compensation premiums, all income tax deductions, social security deductions, and any and all other taxes or payroll deductions required for all employees engaged by Grantees on the performance of the work authorized by the Grant Agreements.

III. Compliance with Governor's Executive Order 2011-03K

In accordance with Executive Order 2011-03K, Grantee, by its signature on this document, certifies (1) it has reviewed and understands Executive Order 2011-03K, (2) has reviewed and understands the Ohio ethics and conflict of interest laws including, without limitation, Ohio Revised Code §§ 102.01 *et seq.*, §§ 2921.01, 2921.42, 2921.421 and 2921.43, and §§ 3517.13(I) and (J), and (3) will take no action inconsistent with those laws and the order, as any of them may be amended or supplemented from time to time. Grantee understands that failure to comply with the Ohio ethics and conflict of interest laws is, in itself, grounds for termination of this Agreement and the grant of funds made pursuant to this Agreement and may result in the loss of other contracts or grants with the State of Ohio. The Executive Order can be found at <http://governor.ohio.gov/Portals/0/pdf/executiveOrders/EO2011-03.pdf>.

IV. Other Compliance

Ohio Third Frontier Funds may not be used for research involving tissue obtained from aborted fetuses. (See Ohio Revised Code Section 2919.14)



Third Frontier
Innovation Creating Opportunity

Appendix B

Ohio Third Frontier

Ohio's New Entrepreneurs Fund

Application Forms

Ohio's New Entrepreneurs Fund Financial Liability and Legal History

Financial Liability

The State of Ohio (the "State") will not give financial assistance of any type to an Applicant or company with outstanding financial obligations to the State or to an Ohio community or with outstanding environmental issues. The status of each Applicant will be verified with the Ohio Department of Taxation and with the Ohio Environmental Protection Agency.

Please answer the following questions. False answers may result in the State withdrawing any and all offers of financial assistance.

Does the Lead Applicant and/or company:

- a. Owe any delinquent taxes to the State, any state agency, or a political subdivision of the State? Yes No
- b. Owe any monies to the State or to a state agency for the administration or enforcement of the environmental laws of the State? Yes No
- c. Owe any past-due monies to the State, a state agency, or a political subdivision of the State? Yes No
- d. Have any existing tax liens? Yes No
- e. Have a state loan on which it has defaulted? Yes No

Legal History

Has the Lead Applicant (or user), related companies, or any officer:

- a. Been convicted of a felony? Yes No
- b. Been convicted of or enjoined from any violation of state or federal law? Yes No
- c. Been a party to any consent order or entry with respect to an alleged state or federal securities law violation? Yes No
- d. Been a defendant in a civil or criminal action? Yes No



Ohio's New Entrepreneurs Fund Lead Applicant Contact Information

Authorizing Agent	Name	_____
	Title	_____
	Organization	_____
	Address	_____
	City, State, Zip	_____
	Telephone	_____ Fax _____
	E-Mail	_____

Project Director	Name	_____
	Title	_____
	Organization	_____
	Address	_____
	City, State, Zip	_____
	Telephone	_____ Fax _____
	E-Mail	_____

Fiscal Agent	Name	_____
	Title	_____
	Organization	_____
	Address	_____
	City, State, Zip	_____
	Telephone	_____ Fax _____
	E-Mail	_____

Grant Administrator	Name	_____
	Title	_____
	Organization	_____
	Address	_____
	City, State, Zip	_____
	Telephone	_____ Fax _____
	E-Mail	_____

Authorizing Agent – the individual authorized by the Lead Applicant to accept the terms and conditions of an award of Grant Funds.
Project Director – the individual authorized by the Lead Applicant to direct the Project for which the Grant Funds have been awarded.
Fiscal Agent – the individual authorized by the Lead Applicant to sign Grant-related financial documents, e.g., Requests for Payment, Grant financial reports, etc.
Grant Administrator – the individual authorized by the Lead Applicant to oversee the day-to-day administration of the Grant Funds, including preparing progress reports, monitoring project progress, etc.

Note: The same individual may hold more than one of these positions.

FY2013 Ohio Third Frontier Ohio's New Entrepreneurs Fund

Accelerator Operating Funds (*)

Use of Funds	Cash (\$)	Donated (\$)	Source(s) of Funds	Already Committed or Date Expected	Explanation/Breakdown
Personnel/Fringe					
Accelerator Facility (Rent/Utilities)					
Marketing/PR					
Website/Online Tools					
Program Events					
Supplies					
Travel					
Non-state Funds Awarded to Selected Companies					
Other (Specify)					
Total Funds:	\$0	\$0			

() Describe the sources and uses of funds needed to successfully operate the accelerator other than the Ohio Third Frontier Funds.*