Fall 2022 Renewal Proposal Instructions and Template

**Submission Due Date TBD**

**Requirements and Criteria**

Please familiarize yourself with the grant program requirements and criteria for evaluation:

<http://deshpande.mit.edu/criteria>

<http://deshpande.mit.edu/grants-resources/how-apply>

**Page Length and Format**

* **Do Not Exceed Ten (10) Pages** (Please note: this does not include graphics – additional images and graphics are encouraged)
* Do not change the font, spacing, or page margins.
* Minimize file size and the resolution of the graphics for the convenience of our reviewers. (In MS Word, compress all pictures in the file.)
* Submit your proposal as an **MS Word file or a PDF file**.

**Naming Your File**

* **Use this format to name your file: PILastName\_Renewal\_Proposal\_Fall22 (e.g., Smith\_Renewal\_Proposal\_Fall22).**

**Confidential Information**

This proposal will be viewed under confidence by our grant review committee, which includes individuals from outside of MIT. Committee members abide by the MIT Deshpande Center [guidelines for confidentiality and conflict of interest](http://deshpande.mit.edu/files/assets/Catalyst%20confidentiality%20and%20conflict%20of%20interest%20guidelines.pdf). This proposal does not constitute a public release.

**Submit Your Proposal**

Please send your renewal proposal to Eric Olivieri <ericoliv@mit.edu> for distribution and review.

[Project Title]

[PI Last Name]

[Technology Licensing Officer]

[Catalyst(s)]

Please do not exceed 10 pages of text.

# 1. NON-CONFIDENTIAL Executive Summary

[Briefly provide an overview of your proposed technology, the problem it would solve, and for whom. Do not focus on the technical details of your proposed solution. Assume minimal knowledge of the field or industry. ***NOTE: Do not disclose any proprietary information in the title or the executive summary.*** If a grant is awarded, contents of this section will likely appear on the Deshpande Center website.]

# 2. Market Opportunity and Potential Impact

[Provide an overview of the problem you are working to solve and the impact if you are able to solve it. What is the customer “pain” that you are addressing? What are the existing solutions and their shortcomings? Who have you talked with in that market to validate your ideas? What have you learned about the economics? Describe the market, its size, the customers, their needs, and competitive alternatives in as much detail as you can.] Concrete market data and testimonials are encouraged.

# 3. Proposed Technology and Your Approach

[Describe the proposed innovation and how it addresses the problem. How will it work? What have you learned about how the technology will be used and the value proposition for the user? What are the specifications the technology needs to meet to be viable in the market? What is the current status of the project; what have you accomplished in the first year, and what still needs to be done for the technology to validated and commercialized?]

# 4. Commercialization Strategy

[What is the path for this technology to leave MIT and be turned into a product for customers? Create a timeline and activities that would take place beyond a Deshpande grant renewal, through the period of a product reaching the market. Who are the likely next funding sources after a Deshpande grant? Describe the technical and market data the funders would want to see to provide funding. With whom would you need to connect, and what questions do you need to answer, to determine the appropriate applications and paths to commercialization? Who on your team is interested in commercializing this technology after it leaves MIT?]

# 5. Deshpande Influence

[How have you taken advantage of the connections and partnerships that the Deshpande Center brought to your project, and how do you see using these in the next year? What other assistance would you like from the Deshpande Center?]

# 6. Prior Art and Competition

[What are the alternative or competing technologies? Elaborate on the benefits of the proposed approach over current or competitive approaches (even if the competitive approaches are not technically similar). To the best of your knowledge, what is the prior art that has been used in this area – by yourself and others? List publications, patents, and patent disclosures*.* Comment on the novelty of your proposal with respect to this prior art. Comment on the IP implications of this prior art; for example, will other patents have to be licensed in order to practice your technology?]

[What are the alternative or competing technologies? What other companies or research groups are pursuing competing technologies? What technologies or companies could get in your way? Who or what company is the role model for your concept?]

# 7. Progress to Date

[Explain what was accomplished with the current Deshpande Center funding. Please indicate progress toward milestones, new discoveries, and potential new directions. Highlight any business advancements, market insights, or connections made since initial funding. Discuss where you did not meet the milestones, and indicate any changes in direction. If you have made any contact with potential customers and supporting documents, you can include them.]

# 8. Plan for the Next Year

[Describe your plan, specifically what you hope to prove, and the data package you plan to have at the end of the year. Include key activities and experiments and outcomes you are striving for. Activities can be both technical and market/business. Identify key points of uncertainty and risk, and how you plan to manage those risks.]

# 9. Milestones and Deliverables

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| **Date** | **Key Milestone** |
|  | [Elaborate on at least 3-4 milestones that can be used to evaluate progress through the project renewal, and include a timeline.] |
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[Additionally, list the expected deliverables that you propose to achieve *within the proposed timeline of the grant* and at the end of the project – code, prototype, data proving feasibility, etc.]

# 10. Resources and Budget

# (Submit budget template separately. Templates can be downloaded from the site.)

[Summarize resources you require to complete the project. Because of the limited funds available and the number of proposals we expect, budgets will be scrutinized carefully, and entrepreneurial frugality is encouraged. The term of funding should not exceed one year. ***The funding request total must include standard*** [***institute Facilities & Administrative (F&A) for sponsored research***](https://ras.mit.edu/facilities-and-administrative-fa-rates)***.***] *Attach detailed budget and justification; a separate file is OK*.]

# 11. Other Funding Sources

[Have you sought other sources of funding? Please identify other sources of funding that have been used, or might be used, to co-fund this work.]

# 12. Team and Collaborations

[List team members and collaborators and describe their relevant experience and roles in the project. Note also if they are continuing members of the team or new to the project. Identify areas of talent needed now and anticipated toward the end of the project term. Does this work require or depend on collaborations that involve the transfer of materials or information from others (e.g., companies, organizations, universities, individuals) outside of MIT? If so, please identify the collaborators and their past, present, or future role in this work. Comment on the potential IP ownership implications of this collaboration. Please disclose any financial interest or affiliation that investigators have with collaborators. Have any of the team members established a startup related to the work? Identify any potential conflicts of interest and how they will be managed.]

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| --- | --- | --- | --- | --- |
| **Team Member Name (Last, First)** | **Institution** | **Department / Title** | **New or continuing team member** | **Email** |
| *Smith, John* | *MIT* | *EECS / PostDoc* |  | *jsmith@mit.edu* |
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# 13. Expectations

We acknowledge that funding from the Deshpande Center carries with it certain expectations, as outlined below:

**Use of Funds**The funding shall be used for innovative research as described in the proposal.

**Program Participation**

There is an expectation that faculty funded by the Deshpande Center are keen to see their research make an impact on the marketplace, whether through a startup or some other license. The Deshpande Center provides guidance and team building opportunities through its Catalyst program and connections to the entrepreneurial community. It hosts an annual spring IdeaStream conference, an annual fall Innovation Showcase & Open House, occasional workshops, and other events to enhance and showcase innovative work done at MIT. You understand that, if funded by the Deshpande Center, you and your team will be asked to participate as appropriate. This includes presenting your technology at IdeaStream and presenting a poster in person both at the Innovation Showcase & Open House and IdeaStream.

**Sustainability**

The Deshpande Center depends on the support of successful alumni, entrepreneurs, and investors to provide a sustainable source of funding for innovative research and assistance to help innovations reach the marketplace. Donations of equity from startups resulting from work funded by the Deshpande Center are expected to ensure the future sustainability of the center and funding of future grantees. **You understand that if you found a startup from this project, you will be expected to donate to the Deshpande Center 1% of the founders’ equity, per $50,000 of grants awarded**. This is in addition to any equity or royalties paid to MIT to license any patents.

**Acknowledgment of Deshpande Center Support**

PIs agree to acknowledge the Deshpande Center support in any press releases, media communications, and website of any company that is started based on this technology.

**Intellectual Property**Faculty funded by the Deshpande Center shall seek to establish IP where appropriate, via disclosures of potentially patentable inventions submitted to the TLO as normal MIT practice, with an indication that Deshpande Center funding has been used to support the work. Copies of such communications should be submitted to the Deshpande Center office in parallel.

**Communication**The Principal Investigator shall communicate the project’s progress through various means, including the following:

* Initial kickoff meeting
* Participation in the Deshpande Center Innovation Showcase & Open House and IdeaStream events.
* Regular meetings with Catalyst (mentor) – as appropriate, usually monthly
* Informal notification of all significant milestones achieved
* A midterm and final meeting
* Quarterly reports in collaboration with Catalyst(s).
* Final written report or presentation to the Deshpande Center
* Patent disclosures – as described above
* **Publications** – Publication of results from work sponsored by the Center is encouraged, and with appropriate acknowledgment of Deshpande Center support.
* **Media relations** –When appropriate, faculty funded by the Center might be asked to interface with the press. Media training will be available.

**Reviewing Proposals**

As part of the grant selection process, the Deshpande Center relies on MIT faculty to review proposals. Grantee PIs agree to be available as either members of the grant review and selection committee, or as technical reviewers for up to three years following their grant.

**Conflict of Interest**Faculty funded by the Deshpande Center should follow [MIT guidelines in Policy and Procedures](mailto:https://policies.mit.edu/policies-procedures/40-faculty-rights-and-responsibilities/44-conflict-interest) and be diligent to avoid conflict of interest related to the funding, research, or collaborators on the project.