Fall 2024 Full Proposal Instructions and Template

**Submission Due Date**

May 20, 2024, by 5:00 PM ET

**Requirements and Criteria**

Familiarize yourself with the grant program requirements and criteria for evaluation:

<https://deshpande.mit.edu/mit-deshpande-center-grants/>

**Page Length and Format**

* **Do Not Exceed Ten (10) Pages** (Please note: this does not include graphics – additional images and graphics are encouraged.)
* Minimize file size and the resolution of the graphics for the convenience of our reviewers. (Compress all pictures in the file.)
* Submit your proposal as an **MS Word or PDF file**.
* **Use this format to name your file: PILastName\_Full\_Proposal\_Fall24**

**(e.g., Smith\_Full\_Proposal\_Fall24).**

* If you are submitting more than one Full Proposal in this round, it is important to differentiate the files by adding 1 and 2 after PILastName

(e.g., Smith1\_Full\_Proposal\_Fall24 and Smith2\_Full\_Proposal\_Fall24)

**Confidential Information**

This proposal will be viewed under confidence by our grant selection committee, which includes some individuals from outside of MIT. Committee members abide by the MIT Deshpande Center [guidelines for confidentiality and conflict of interest.](https://live-mit-deshpande.pantheonsite.io/wp-content/uploads/2022/01/Catalyst-confidentiality-and-conflict-of-interest-guidelines.pdf)

This proposal does not constitute a public disclosure.

**Submit Your Proposal**

Go to the online submission site: <https://mitdeshpande.smapply.us/>

Step 1: Complete the online form

Step 2: Write and upload your full proposal document (as a Word or PDF file)

Step 3: Write and upload your budget template

Step 4: Submit your full proposal

If you have any issues accessing the full proposal application, please contact us.

**Acknowledgment**

You will receive an email confirmation from the system completed acknowledging receipt once all steps are completed.

*If you do not receive a confirmation email within one business day of submission, please contact us at ericoliv@mit.edu.*

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| **Project Title**: |  |

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| --- | --- | --- |
| **Proposal ID**: | [PI Last Name] |  |

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|  |  |  |  |  |
| **Preferred Contact Person:** | |  | **Total Funds Requested:** | $ |
| **Name:** |  |  | *Up to $50K for first year grants. Note that subsequent renewals may be up to $150K. The total Deshpande funding amount for the lifetime of a project cannot exceed $250K.* | |
| **Title:** |  |  |
| **Email:** |  |  |  | |
| **Phone:** |  |  | **Proposed Term of Funding:** | |
| **MIT Address:** |  |  | [ # ] months.*(12 mo. maximum)* | |
| **Admin Email:** |  |  |  |  |

**Investigator Data**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Role** | **First Name** | **Last Name** | **Dept./Lab\*** | **Email** | **Faculty?**  **(Y/N)** |
| **PI** |  |  |  |  |  |
| **Co-PI 1** |  |  |  |  |  |
| **Co-PI 2** |  |  |  |  |  |
| **Co-PI 3** |  |  |  |  |  |

*\*Department/division/lab/center managing grant*

### Other Key Participants

|  |  |  |  |
| --- | --- | --- | --- |
| **First Name** | **Last Name** | **Title/Organization** | **Email** |
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| --- |
| I have disclosed my technology to the Technology Licensing Office  If so, who is your TLO officer? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Please read and check the boxes indicating the TLO (Technology License Office) status of your project. Please note, your TLO status has NO bearing on your eligibility for a Deshpande**

[Project Title]

[PI Last Name]

Please do not exceed 10 pages of text.

# 1. NON-CONFIDENTIAL Executive Summary (200 words or fewer)

[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. Opportunity and Potential Impact

[Provide an overview of the problem you propose to solve. What are the expected market impacts (societal and economic) of the proposed work? What is the customer unmet need and “pain” that you are attempting to address? What are the existing solutions and their shortcomings? This should be understandable by someone not skilled in your field. Concrete market data and testimonials are encouraged. ***For first-year grants:***multiple applications can be suggested and explored at this point.]

# 3. Proposed Technology and Your Approach

[Describe the proposed innovation and how it addresses the problem. How will it work? How do you envision the technology being used in a product or service and what are the benefits relative to existing solutions? What is the status of your technology? What are the specifications the technology needs to meet to be viable in the market? How do you know that? What have you shown so far and what still needs to be done for the technology to be validated and commercialized? What are the technical risks and how will you minimize them? What is novel about the technology and proposed solution? Describe any relevant prior work by the team.

# 4. Target Market

[Who are the target customers for this product? What is the market need? Why would they buy the product? What is the value for them? How big is the market and what specific segments would your product address? What are the market requirements beyond technical specifications the technology/product needs to meet to be adopted? What do you know about your potential customers, and who have you talked with in that market to validate your ideas? Explain how your proposed solution would be economically attractive and competitive. Have you participated in the MIT I-Corps program? Graphics are encouraged.]

# 5. Commercialization Strategy

[What path do you see to commercializing this technology after a Deshpande grant? i.e. how does this get moved out of MIT and into products or services? When do you see this happening (timeline)? Who on your team would devote the time and effort to make this happen? Who else would you need on your commercialization team?]

# 6. Deshpande Influence

[How would Deshpande Center funding and assistance adequately reduce the uncertainty to advance the project to the key next step? How might you take advantage of the connections and partnerships that the Deshpande Center may bring to your project?]

# 7. IP, Prior Art, and Competition

[**Who is your Technology Licensing Officer?** Has this technology been disclosed to the TLO? What is the status of patent applications? To the best of your knowledge, what is the prior art 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. What is the freedom to operate with this prior art? For example, will other patents have to be licensed in order to practice your technology? Is this an extension of existing research or something new for your team?]

[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?]

# 8. Project Plan

[Describe your plan, including the strategy and key experiments to be undertaken to address goals of the proposed work. What are the top three technical risks that would cause this innovation to be nonviable? Explain how the experiments and data you gather will answer key viability questions. What data would a subsequent funding source e.g., Deshpande Center or a commercialization investor, want to see?

# 9. Milestones and Deliverables

|  |  |
| --- | --- |
| **Date** | **Key Milestone** |
|  | [Elaborate on 3-4 milestones that can be used to evaluate progress through the project 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**

# (Please submit completed budget template separately)

[Summarize resources you require to complete the project. You can request up to $50,000 for Initial Grants. Note that because of the limited funds available and the number of proposals we expect, budgets will be scrutinized, and entrepreneurial frugality is encouraged.

All projects, regardless of funding amount, receive full Deshpande Center support services. The term of funding should not exceed one year. Indicate whether you anticipate a need for funding in subsequent years and identify potential appropriate sources of support. Continuation of funding from the Deshpande Center will require reapplication and decisions will be made based on progress of research and market analysis. ***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*.* The template can be downloaded from the [**Deshpande website**](https://deshpande.mit.edu/mit-deshpande-center-grants/).]

# 11. Funding

[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. Also, mention support that the team has received specific to this technology from other programs.]

# 12. Expectations and Obligations

You 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 desire their research to 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 highlight 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 at both the Innovation Showcase and IdeaStream.

All Deshpande funded projects are expected to participate, or have participated, in the MIT I-Corps program on customer and market discovery.

**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**Deshpande Center project teams shall seek to establish IP where appropriate, via disclosures of potentially patentable inventions submitted to the MIT TLO per normal practice; please indicate that Deshpande Center funding was used to support the work. Copies of 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 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 interact with the press. Media training will be available.

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

**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.