



Application Guidelines

Below, please find the funding application guidelines with suggestions and recommendations on how to complete the funding application. Several business advisors at the von Liebig Center are available to answer any questions or concerns and can help and advise you on the completion of your application. If you would like to consult with one of them before submitting a statement of intent (SOI) and we **strongly recommend** that you do so, please send an e-mail to vonliebigadvisors@soe.ucsd.edu, or contact Rosibel Ochoa, Commercialization Director, at rochoaf@soe.ucsd.edu to schedule an appointment with a von Liebig Center business advisor.

The following is the full 2007-1 Solicitation Schedule

- January 15, 2007 Invitation to Apply
- February 5, 2007 Statement of Intent Due
- March 5, 2007 Full proposals Due
- April 16-20, 2007 Presentations
- May 16, 2007 Funding Announcements

Statement of Intent Information

To be considered for von Liebig Center funding, a Statement of Intent (SOI) to apply must be submitted via e-mail to JacobsVonLiebig@soe.ucsd.edu **by 4:30p.m. on February 5, 2007**. The Statement of Intent to must contain the name of the Principal Investigator (PI), the project title and a brief outline of up to 500 words describing the project.

Funding Application Information

The full funding application must be submitted via e-mail to JacobsVonLiebig@soe.ucsd.edu, **by 4:30p.m. on March 5, 2007**. By that date please complete the application describing the project you propose. Answer the questions to the best of your ability. Below, please find a sample application which provides you with detailed instructions on how to complete each section of the funding application..

Review Process

Carefully selected reviewers with both technical and business expertise will then review and evaluate the applications, and they will recommend candidates to the von Liebig Center. You should not assume that all the reviewers will be experts in your underlying technology. Please

provide the information in a manner that they will be able to judge the technical feasibility and the commercial value of your technology.

Sample Funding Application

Below, please find a **sample funding application**. Please click on the following link for the application for you to complete and submit. ([Funding application](#))

Completed applications must be:

- Submitted via email to JacobsVonLiebig@soe.ucsd.edu, **by 4:30p.m. on March 5, 2007.**
- No more than 10 pages in length, including any attachments, using Arial 11 font size,
- Submitted in **MS WORD ONLY**

Name(s) and e-mail(s) of Principal Investigator(s):

Note: While researchers outside of the Jacobs School of Engineering can apply for these awards, they must partner with a Jacobs School faculty member. If you do not have a Jacobs School researcher working with you, please let us know and we will assist as best we can. Further, please make yourself aware of the UCSD regulations governing who can be. Information can be found under UCSD Policy and Procedure Manual Section 150-10 (<http://adminrecords.ucsd.edu/PPM/docs/150-10.HTML>).

All official communications will be sent via e-mail to the PI and co-PI's listed in this proposal.

Project Title (150 characters max):

This title should concisely describe the technology you are proposing and its potential commercial application.

Specific Project Goals: (0.5 page max)

This section summarizes the expected project outcomes. Briefly describe the development goals and why reaching these goals will lead to the commercialization of this technology.

You should also briefly describe the market in which this technology could be commercialized and its potential significance.

Project Plan (2 - 4 pages):

State the overall objective of the project.

Describe here the background and your preliminary studies that lead to the development of this technology. Describe how this work has been funded and by whom. Reference key literature on the subject. If there is a further description of existing work or background information on the web, please list the URL.

Describe the development work you want to undertake with this funding and the methods you will use.

Include a timetable – or program plan - of the project and anticipated milestones. If possible, please also indicate how meeting each of these milestones will support the commercialization objective for the technology.

If this work is to be performed within an existing UCSD Center or Research Group, include the URL for more information on that center or group, or describe where work will be done.

Commercialization Potential/Ideas (1 - 2 pages):

List potential commercial uses where you think this technology may be applied. For example, identify and describe a specific problem that you feel is in need of a significantly better solution. How does your technology solve this problem? Is this the only area where the technology could be applied, or have you thought of others?

Identify existing products or processes that your technology may enhance or compete with.

Describe any discussions – formal or informal - with individuals in industry about your proposed project.

Outline plans for commercialization beyond support from the von Liebig Center.

Team Members and Biographical Sketches: (max of 2 pages)

List individuals who will be working on the project, collaborators and Advisors – add lines to the table as required. Include "to be named" positions (TBN). Provide level of effort of each individual as a % of their time.

Provide brief biographical sketches on the key participants and consultants/Advisors; specify their expertise, key references that are relevant to this project, and their proposed contribution to this project.

Describe who is responsible for the completion of key tasks.

If you have a large number of people involved in the project, an organization chart should be included in this section.

For more background information on various researchers you may add URL's to individual researchers' full curriculum vitae.

Intellectual Property (1-2 paragraphs):

List any existing intellectual property and ownership related to the technology for development.

Is UCSD's Technology Transfer and Intellectual Property Services aware of the work you are doing in this field and have you already discussed with them your development? If so, with whom?

Do you have any provisional patents filed that will require additional funding for the full patent filing?

If no work has begun on legal protection of the technology, describe how the idea or invention has been documented to date (for example, is the idea outlined in a signed and dated lab note books). Also list to whom the invention has been disclosed and in what form.

What intellectual property do you think may be developed with this funding? To achieve your objective is there intellectual property from elsewhere that will have to be licensed?

If relevant, list all proprietary materials and tissues (including material transfer agreements) that will be used in this project.

Project Budget Summary:

Include only direct project expenses – including all fringe benefits. It should not include UCSD overhead costs.

Requests up to \$75,000 will be considered.

Funded recipients will be required to develop a more detailed, mutually acceptable budget with von Liebig center business advisors before funding will commence.