Open Solicitation

Florida High Tech Corridor Council
Industry Matching Research Program
EXECUTIVE SUMMARY

Proposals are sought for partnership projects between University of Central Florida (UCF) faculty and regional high technology industries along the Florida High Tech Corridor. The primary goal of the Florida High Tech Corridor Council (FHTCC) is to attract, grow, and retain high technology companies in the Florida High Tech Corridor area.

This program is specifically designed to increase opportunities for UCF students to gain valuable hands-on industrial research experience and to expand the research activities of an FHTCC industry partner by providing matching funds to leverage research collaborations between Industry and the UCF.

FloridaMakes and the Florida High Tech Corridor Council are partnering to expand technological capabilities of the 23-county Florida High Tech Corridor region’s growing advanced manufacturing industry through applied research.

FloridaMakes, the state’s industry led support organization for advanced manufacturing, is committing $500,000 to The Corridor Council’s Matching Grants Research Program (MGRP) to further the development of advanced manufacturing technologies for commercialization. These funds will be combined with The Corridor Council’s resources to match company investment in engagements with faculty and graduate student researchers at UCF.

There will be two types of proposals, Regular MGRP or FloridaMakes MGRP proposals. Each proposal will have its set of forms to fill which are included in this document.
# TABLE OF CONTENTS

1. **Introduction** ................................................................................................................................. 1
   1.1 FHTCC MGRP Description ......................................................................................................... 1
   1.2 FloridaMakes Partnership ........................................................................................................... 1
   1.3 Types of MGRP Proposals ......................................................................................................... 2

2. **Application for Regular MGRP** ..................................................................................................... 4
   2.1 Proposal Preparation Instructions ............................................................................................... 4
   2.2 Budgetary Information ................................................................................................................ 4
   2.3 Proposal Package ....................................................................................................................... 5
   2.4 Proposal Submission Guidelines - High level ............................................................................ 6
   2.5 Deadline Dates ........................................................................................................................... 6
   2.6 Regular MGRP Recipients Expectations .................................................................................... 6

3. **Application for FloridaMakes MGRP** ........................................................................................... 7
   3.1 Proposal Preparation Instructions ............................................................................................... 7
   3.2 Budgetary Information ................................................................................................................ 7
   3.3 Proposal Package ....................................................................................................................... 8
   3.4 Proposal Submission Guidelines - High level ............................................................................ 9
   3.5 Deadline Dates ........................................................................................................................... 9
   3.6 FloridaMakes MGRP Recipients Expectations ........................................................................ 9

4. **Merit Review Criteria** .................................................................................................................. 11
   4.1 Regular MGRP Proposals ......................................................................................................... 11
   4.2 FHTCC MGRP Proposals ......................................................................................................... 11

5. **Award Administration** .................................................................................................................. 12

6. **Proposal Submission** ................................................................................................................... 12

7. **Proposal Submission Guidelines - UCF Huron** ............................................................................ 13
   7.1 Proposal Submission Guidelines - UCF Huron Research Grants Suite .............................. 14

8. **Forms for Proposals** .................................................................................................................... 19

   Form 01: Regular MGRP Cover Page .............................................................................................. 20
   Form 02: FloridaMakes MGRP Cover Page .................................................................................. 21
   Form 03: FHTCC MGRP Criteria .................................................................................................. 22
   Form 04: FloridaMakes MGRP Criteria ......................................................................................... 23
   Form 05: FHTCC Committee Evaluation ....................................................................................... 24
   Form 06: FloridaMakes Evaluation ................................................................................................. 25
   Form 07: Resume for Principle Investigator .................................................................................... 23
   Form 08: Quarterly Report ................................................................................................................ 24
   Form 09: Final Technical Report ..................................................................................................... 25
LIST OF TABLES

Table 2-1: MGRP Company cash match to FHTCC cash match .................................................................4
Table 3-1: MGRP Company cash match to FHTCC and FloridaMakes cash match ..............................7

LIST OF FIGURES

Figure 1-1: MGRP proposal type - quick reference guide ...............................................................3
1 INTRODUCTION

1.1 FHTCC MGRP Description

Proposals are sought for partnership projects between University of Central Florida (UCF) faculty and regional high technology industries along the Florida High Tech Corridor. The primary goal of the Florida High Tech Corridor Council (FHTCC) is to attract, grow, and retain high technology companies in the Florida High Tech Corridor area.

This program is specifically designed to increase opportunities for UCF students to gain valuable hands-on industrial research experience and to expand the research activities of an FHTCC industry partner by providing matching funds to leverage research collaborations between Industry and the UCF.

The programs require an industry match of $3 cash for every $1 of FHTCC commitment. After the 3:1 cash match, additional in-kind support from industry is encouraged. There is no application deadline for these funds—they will be reviewed on a first-come, first-serve basis until they are exhausted for the fiscal year. The fiscal year runs from July 01 of the current year through June 30 of the next year.

While projects may be proposed in any discipline, applications are particularly encouraged in areas contributing to the development of the high technology sectors encompassed within the Florida High Tech Corridor Initiative. The list below directly reflects the interest and goals of the Florida High Tech Corridor Council and the map illustrates the applicable Florida counties:

<table>
<thead>
<tr>
<th>Aerospace</th>
<th>Nanotechnology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biotechnology</td>
<td>Optic and Lasers</td>
</tr>
<tr>
<td>Information Technologies and Services</td>
<td>Renewable Energy</td>
</tr>
<tr>
<td>Manufacturing Design</td>
<td>Software Development</td>
</tr>
<tr>
<td>Marine Technologies</td>
<td>Simulation and Training</td>
</tr>
<tr>
<td>Medical Products</td>
<td>Solar Technology</td>
</tr>
<tr>
<td>Medical Technologies</td>
<td>Telecommunications</td>
</tr>
<tr>
<td>Microelectronics</td>
<td>Transportation Systems</td>
</tr>
</tbody>
</table>

1.2 FloridaMakes Partnership

FloridaMakes and the Florida High Tech Corridor Council are partnering to expand technological capabilities of the 23-county Florida High Tech Corridor region’s growing advanced manufacturing industry through applied research.
FloridaMakes, the state’s industry led support organization for advanced manufacturing, is committing $500,000 to The Corridor Council’s Matching Grants Research Program (MGRP) to further the development of advanced manufacturing technologies for commercialization. These funds will be combined with The Corridor Council’s resources to match company investment in engagements with faculty and graduate student researchers at UCF.

The focus of FloridaMakes is to support advanced manufacturing in the state of Florida. A qualified manufacturer must have a DUNS number, and have a D&B record indicating their NAICS Code(s). A company may have more than one NAICS code, but at least one of them must be in the allowable categories as described below.

All Manufacturing:
- 31-33

Others:
- 423510 Metal Service Centers and Other Metal Merchant Wholesalers
- 488991 Packing and Crating
- 541711 – Research and Development in Biotechnology
- 541712 – Research and Development in Physical, Engineering, and Life Sciences (except Biotechnology)
- 541713 – Research and Development in Nanotechnology
- 541714 – Research and Development in Biotechnology (except Nanobiotechnology)
- 541715 – Research and Development in the Physical, Engineering, and Life Sciences (except Nanotechnology and Biotechnology)
- 541330 – Engineering Services
- 541380 – Testing Laboratories
- 561910 – Packaging and Labeling Services
- 811310 – Commercial and Industrial Machinery and Equipment Repair and Maintenance (excludes Automotive and Electronic)

FloridaMakes is federally funded via NIST, so it is important to identify the source of the Industry partner funding as well. MGRP projects with Industry partners with funding yielding from federal follow-through dollars will not qualify for FloridaMakes funding.

1.3 Types of MGRP Proposals

Given the partnership with FloridaMakes, there will be 2 distinct types of MGRP projects during this partnership: Regular MGRP Projects and FloridaMakes MGRP projects.
Each of these projects will have their own sets of forms to fill as described later in this document. Figure 1-1 below can be used as a quick reference guide for which MGRP proposal is applicable.

Figure 1-1: MGRP proposal type - quick reference guide

As it can be seen,

1. If company matched funding is federal flow through dollars (SBIR, STTR, etc.), then it does not qualify for FloridaMakes MGRP as company federal funds cannot be matched by FloridaMakes Federal funds.
2. Next, if the company NAICS is not on the NIST list, then it does not qualify for FloridaMakes MGRP.
2 APPLICATION FOR REGULAR MGRP

(Please read the entire guidelines before beginning the proposal preparation process)

2.1 Proposal Preparation Instructions

1. Select an industry partner and discuss your project with them.
   a. Obtain a signed written commitment from the industry partner for both cash and in-kind funding.
2. Prepare your proposal, which will cover the entire project (industry partner match and FHTCC funds).
   a. It is anticipated that one statement of work will suffice; however, separate budget columns are required for each source of funding.
   b. Please be advised that there is a required cash match commitment from the industry partner to qualify for this FHTCC award.
3. Faculty and the industry partner operations staff are strongly encouraged to discuss the proposal with their respective legal/contracting offices prior to submitting the proposal to reduce the time from award to execution of the project.

2.2 Budgetary Information

1. FHTCC funding is awarded only if company funding has actually been received.
2. Funds requested under this program will provide cash match based on the level of company cash commitment. The required ratio of company cash match to FHTCC cash match is 3:1.
   a. For example, if the total FHTCC Matching Research Program request is $50,000 cash, required the industry partner match would be $150,000 cash as shown in Table 2-1.

Table 2-1: MGRP Company cash match to FHTCC cash match

<table>
<thead>
<tr>
<th>(3:1 Match Ratio)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Funding Source</td>
<td>Amount</td>
</tr>
<tr>
<td>FHTCC</td>
<td>$50,000</td>
</tr>
<tr>
<td>Company cash</td>
<td>$150,000</td>
</tr>
<tr>
<td>Total project costs</td>
<td>$200,000</td>
</tr>
</tbody>
</table>
3. After the 3:1 cash match, additional in-kind support from industry is encouraged.
   a. In-kind support may include staff time spent on the project, equipment usage, or lab usage.
   b. This should be documented through a signed letter of commitment or in the case of an award, the award document.
   c. As always, an additional cash match may be substituted for in-kind support if the company can show an equivalent level of commitment to the project that the in-kind support demonstrates.
   d. All funding commitments must be listed on the FHTCC proposal budget and on the FHTCC industry partners’ signed letter of commitment. A representative authorized to commit funding should sign this commitment letter.

2.3 Proposal Package

Below are the directions for the proposal package. Please be advised that if the page limitation is exceeded or any component listed above is excluded, your proposal may be returned without review. This requirement is in place to ensure equity among proposals.

1. **Cover Page:** Complete the *Regular MGRP Cover Page Form (Form 01)*.

2. **FHTCC Criteria:** Please complete the *FHTCC MGRP Criteria Form (Form 03)*, which ensures that this application has met the minimum FHTCC criteria for MGRP projects.

3. **Technical Description:** Maximum of 10 pages, single spaced, 12-point type and one-inch margins on top, bottom, left and right. *Include a three-sentence layman’s abstract that will be published if your project is awarded.*

4. **References (Optional):** You may include one additional page for references.

5. **Budget:** It is recommended to use the *Regular MGRP budget template*, however it is not mandatory.
   a. If you use your own budget format please include Industry, FHTCC, and Total budget columns.
   b. Facilities & Administrative costs (formerly indirect costs) are *not applicable* to the FHTCC matching portion but *must be included* as a part of the industry partner portion unless an F&A Rate Reduction Request is granted (if applicable).
   c. Please download the current Fringe Benefit rates and F&A (formerly indirect cost) rates. Please include a list of the in-kind match from the FHTCC industry partner on the bottom of the budget for evaluation purposes.

6. **Industry Commitment letter:** Include evidence of commitments from high tech corridor partners. A letter on company letterhead signed by an authorized representative of the company listing the project title, amount, and type of support (i.e., cash and in-kind) is required.
7. **Resume**: Include a resume of no more than two pages for the PI or Project Director and any Co-Principal Investigators. You may use the attached format *(Form 07)* or your own format.

8. **Publications**: Submit a copy of the title pages of the two most recent refereed publications dealing with the proposed research.

9. **Evaluation Sheet**: Complete only the first three lines of the *FHTCC Committee Evaluation Sheet* *(Form 05)*.

### 2.4 Proposal Submission Guidelines – High level

For a detailed description, please refer to [Section 7](#) titled **Proposal Submission Guidelines - UCF Huron**. Below are the high-level steps involved.

1. Create and Save funding proposal in Huron Grants for the industry partner submission.
2. Add Dr. Vernet Lasrado as the ‘Ancillary Reviewer’
3. Add ‘FHTC - FHTC - Florida High Tech Corridor’ and comment ‘FloridaMakes MGRP’
4. Attach requisite files for the project

### 2.5 Deadline Dates

There is *no application deadline* for these funds—they will be reviewed on a first-come, first-serve basis until they are exhausted for the fiscal year. The fiscal year runs from July 01 of the current year through June 30 of the next year.

### 2.6 Regular MGRP Recipients Expectations

Both UCF Faculty and Industry partner will have the following expectations as stated:

1. Upon the completion of the MGRP project, UCF Faculty PI fill out the Final Technical Report *(Form 09)*
2. 12-36 months after the completion of the MGRP project, both UCF Faculty PI and Industry Partner will be expected to fill out the survey detailing the downstream impact of the MGRP project.
   a. Downstream impact is defined as any student hired, future work, sales, grants, and or investment that would not be possible if not but for the MGRP grant.
   b. Collecting this data is extremely important for the Corridor and Office of Partnership and Innovation as it enables the demonstration of the tangible impact of the MGRP projects to the UCF faculty and industry partners located in the 23 counties of The Corridor.
3 APPLICATION FOR FLORIDAMAKES MGRP

(Please read the entire guidelines before beginning the proposal preparation process)

3.1 Proposal Preparation Instructions

1. Select an industry partner and discuss your project with them.
   a. Obtain a signed written commitment from the industry partner for both cash and in-kind funding.
2. Prepare your proposal, which will cover the entire project (industry partner match and FHTCC funds).
   a. It is anticipated that one statement of work will suffice; however, separate budget columns are required for each source of funding.
   b. Please be advised that there is a required cash match commitment from the industry partner to qualify for this FHTCC award.
3. Faculty and the industry partner operations staff are strongly encouraged to discuss the proposal with their respective legal/contracting offices prior to submitting the proposal to reduce the time from award to execution of the project.

3.2 Budgetary Information

1. FHTCC and FloridaMakes funding is awarded only if company funding has actually been received.
2. Funds requested under this program will provide cash match based on the level of company cash commitment. The required ratio of company cash match to FHTCC and FloridaMakes cash match is 3:1.
   a. For example, if the total FHTCC Matching Research Program request is $25,000 cash and FloridaMakes Cash Match is $25,000, required the industry partner match would be $150,000 cash as shown in Table 3-1.

Table 3-1: MGRP Company cash match to FHTCC and FloridaMakes cash match

<table>
<thead>
<tr>
<th>(3:1 Match Ratio)</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Funding Source</td>
<td></td>
</tr>
<tr>
<td>FHTCC:</td>
<td>$25,000</td>
</tr>
<tr>
<td>FloridaMakes</td>
<td>$25,000</td>
</tr>
<tr>
<td>Company cash:</td>
<td>$150,000</td>
</tr>
<tr>
<td>Total project costs:</td>
<td>$200,000</td>
</tr>
</tbody>
</table>
3. After the 3:1 cash match, additional in-kind support from industry is encouraged.
   a. In-kind support may include staff time spent on the project, equipment usage, or lab usage.
   b. This should be documented through a signed letter of commitment or in the case of an award, the award document.
   c. As always, an additional cash match may be substituted for in-kind support if the company can show an equivalent level of commitment to the project that the in-kind support demonstrates.
4. All funding commitments must be listed on the FHTCC proposal budget and on the FHTCC industry partners’ signed letter of commitment.
   a. A representative authorized to commit funding should sign this commitment letter.
5. Facilities & Administrative costs (formerly indirect costs) are not applicable to the FHTCC matching portion but must be included as a part of the FloridaMakes and industry partner portion, unless an F&A Rate Reduction Request is granted (if applicable).

3.3 Proposal Package

Below are the directions for the proposal package. Please be advised that if the page limitation is exceeded or any component listed above is excluded, your proposal may be returned without review. This requirement is in place to ensure equity among proposals.

1. Cover Page: Complete the FloridaMakes MGRP Cover Page Form (Form 02).
2. FHTCC Criteria: Please complete the FHTCC MGRP Criteria Form (Form 03), which ensures that this application has met the minimum FHTCC criteria for MGRP projects.
3. FloridaMakes Criteria: Complete the FloridaMakes MGRP Criteria Form (Form 04).
4. Technical Description: Maximum of 10 pages, single spaced, 12-point type and one-inch margins on top, bottom, left and right. Include a three-sentence layman’s abstract that will be published if your project is awarded.
5. References (Optional): You may include one additional page for references.
6. Budget: It is recommended to use the FloridaMakes MGRP budget template, however it is not mandatory.
   a. If you use your own budget format please include Industry, FHTCC, FloridaMakes, and Total budget columns.
   b. Facilities & Administrative costs (formerly indirect costs) are not applicable to the FHTCC matching portion but must be included as a part of the FloridaMakes and industry partner portion, unless an F&A Rate Reduction Request is granted (if applicable).
      i. FloridaMakes indirect cost rate is negotiated at a fixed 25%.
   c. Please download the current Fringe Benefit rates and F&A (formerly indirect cost) rates.
d. Please include a list of the in-kind match from the FHTCC industry partner on the bottom of the budget for evaluation purposes.

7. **Industry Commitment**: Include evidence of commitments from high tech corridor partners.
   a. A letter on company letterhead signed by an authorized representative of the company listing the project title, amount, and type of support (i.e., cash and in-kind) is required.

8. **Resume**: Include a resume of no more than two pages for the PI or Project Director and any Co-Principal Investigators. You may use the attached format (*Form 07*) or your own format.

9. **Publications**: Submit a copy of the title pages of the two most recent refereed publications dealing with the proposed research.

10. **Evaluation Sheet**: Complete only the first three lines of the *FHTCC Committee Evaluation* (*Form 05*) and *FloridaMakes Evaluation* (*Form 06*).

Please be advised that if the page limitation is exceeded or any component listed above is excluded, your proposal may be returned without review. *This requirement is in place to ensure equity among proposals.*

### 3.4 Proposal Submission Guidelines – High level

For a detailed description, please refer to **Section 7** titled *Proposal Submission Guidelines - UCF Huron*. Below are the high-level steps involved.

1. Create and Save funding proposal in Huron Grants for the industry partner submission.
2. Add Dr. Vernet Lasrado as the ‘Ancillary Reviewer’
3. Add ‘FHTC - FHTC - Florida High Tech Corridor’ and comment ‘FloridaMakes MGRP’
4. Attach requisite files for the project

### 3.5 Deadline Dates

There is *no application deadline* for these funds—they will be reviewed on a first-come, first-serve basis until they are exhausted for the fiscal year. The fiscal year runs from July 01 of the current year through June 30 of the next year.

### 3.6 FloridaMakes MGRP Recipients Expectations

Both UCF Faculty and Industry partner will have the following expectations as stated:
1. At the start of the project, have a kick-off meeting between MGRP Director, UCF PI, Industry Partner, and FloridaMakes Representatives
2. Provide FloridaMakes Quarterly Reports (Form 08) on the status of the project.
3. Upon the completion of the MGRP project, UCF Faculty PI fill out the Final Technical Report (Form 09)
4. 12-36 months after the completion of the MGRP project, both UCF Faculty PI and Industry Partner will be expected to fill out the survey detailing the downstream impact of the MGRP project.
   a. A third Party external reviewer (contracted by NIST) will conduct the downstream impact for FloridaMakes
   b. Downstream impact is defined as any student hired, future work, sales, grants, and or investment that would not be possible if not but for the MGRP grant.
   c. Collecting this data is extremely important for NIST, FloridaMakes, the Corridor and Office of Partnership and Innovation as it enables the demonstration of the tangible impact of the MGRP projects to the UCF faculty and industry partners located in the 23 counties of The Corridor.
4 MERIT REVIEW CRITERIA

Multi-year proposals will be considered. Funding beyond year 1 is not guaranteed and will be based on progress made during the current year, as well as, the amount of industry funds obtained, the technical merit of the work proposed for the second year, and the Principal Investigator (PI) qualifications.

4.1 Regular MGRP Proposals

A committee consisting of the President, Provost, Vice-President for Research, and a subcommittee of the Florida High-Tech Corridor Council or their designees will evaluate each proposal.

Criteria for selection of awards (in order of priority) include:
1. The Evaluation Committee’s rating of the proposal’s technical merit.
2. Support of the goal of the Florida High Tech Corridor Council program to attract, grow and retain technology-based industry in our region.
3. Amount of required cash and in-kind match that has been provided. (Company cash amounts at minimum to the 3:1 ratio to FHTCC cash)
4. Student involvement in the proposed research.
   a. Industry funds should include tuition for students involved, but it is not required.
5. Strength of partnerships (joint projects with the University of South Florida and the University of Florida are encouraged).

4.2 FHTCC MGRP Proposals

In addition to all the criteria described in Section 4.1, the following criterial apply and will be evaluated and approved by FloridaMakes staff and personnel.

Criteria for selection of awards (in order of priority) include:
1. FloridaMakes rating of the proposal’s technical merit.
2. NAICS Codes requirement is met
3. Industry funding source is verified as not Federal flow through
5 AWARD ADMINISTRATION

1. Each College, Institute, and Center has an assigned Contract Manager or Contract Administrator.
   a. The Contract Manager or Contract Administrator assigned to your area is listed at
      \url{http://www.research.ucf.edu/Research/Administrators.html}

2. The industry contracts should be executed within 4 months of award notice.
   a. Failure to do so could result in the cancellation or reallocation of FHTCC funds to other projects.

3. If the industry partner reduces its award amount, then the FHTCC and or FloridaMakes match amount would also be reduced proportionately. Please contact your Contract Manager if changes are required.

4. For reporting purposes, a letter validating in-kind industry support will be requested at the end of the project.

6 PROPOSAL SUBMISSION

You are encouraged to submit your application on-line through UCF Huron. Please notify your Proposal Manager when submitting electronically. If you cannot submit online, then please provide a completed hard copy version to your assigned Proposal Manager in the Office of Research & Commercialization. The sponsoring agency on the Proposal Transmittal Form (PTF) should be addressed to:

Dr. Vernet Lasrado,
Office of Research & Commercialization
12201 Research Parkway, Suite 501
Orlando, FL 32826-3246
Office: 404-769-5264
7  PROPOSAL SUBMISSION GUIDELINES - UCF HURON
7.1 Proposal Submission Guidelines - UCF Huron Research Grants Suite

Below are directions with screenshots to guide the proposal submission.

1. **Create and Save funding proposal in Huron Grants** for the industry partner submission.
2. Click on the folder icon next to the proposal saved

3. You will now see this menu
4. Create ‘ancillary review’, click on ‘Manage Ancillary Review’

a. Add “Vernet Lasrado” and
b. indicate the review type as “Other” and
c. Select “Not Required”.

![Image of Manage Ancillary Reviews interface]
5. **Add a ‘tag’ for the project.** Click on the Manage tags link

   a. Click on the 3 dots “…”
   b. Select the tag to be, “FHTC - Florida High Tech Corridor”.
   c. Depending on the type of project, in the comments indicate “Regular MGRP” or “FloridaMakes MGRP”
6. Upload Attachments, please upload

- The proposal package
- The excel file for the budget template
- Any other supporting documents/files.
7. Manage relationships
   a. Use the manage relationships at a later stage to relate the Industry proposal to the FHTCC MGRP proposal and in some cases also the FloridaMakes MGRP proposal. This helps keep the project proposals linked.
8 FORMS FOR PROPOSALS
# Form 01: Regular MGRP Cover Page

<table>
<thead>
<tr>
<th>Principal Investigator</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Co-Principal Investigator</td>
<td>Department</td>
</tr>
<tr>
<td>Co-Principal Investigator</td>
<td>Department</td>
</tr>
<tr>
<td>Chair</td>
<td>Dean</td>
</tr>
</tbody>
</table>

**Title of Proposal**

**Industry Partner (company name, point of contract and address)**

<table>
<thead>
<tr>
<th>Phone</th>
<th>Fax</th>
<th>E-Mail</th>
</tr>
</thead>
</table>

**Total Requested Funding (Cash amounts only): Please do not list in-kind on this section.**

<table>
<thead>
<tr>
<th>FHTCC</th>
<th>Industry Partner Funding</th>
<th>Total Effort</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>=</td>
</tr>
</tbody>
</table>
**Form 02: FloridaMakes MGRP Cover Page**

<table>
<thead>
<tr>
<th>Principal Investigator</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Co-Principal Investigator</td>
<td>Department</td>
</tr>
<tr>
<td>Co-Principal Investigator</td>
<td>Department</td>
</tr>
<tr>
<td>Chair</td>
<td>Dean</td>
</tr>
</tbody>
</table>

**Title of Proposal**

**Industry Partner (company name, point of contract and address)**

<table>
<thead>
<tr>
<th>Phone</th>
<th>Fax</th>
<th>E-Mail</th>
</tr>
</thead>
</table>

Total Requested Funding (Cash amounts only): Please do not list in-kind on this section.

<table>
<thead>
<tr>
<th>FHTCC</th>
<th>FloridaMakes</th>
<th>Industry Partner Funding</th>
<th>Total Effort</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Form 03: FHTCC MGRP Criteria**

The FHJTC MGRP require an industry match of $3 cash for every $1 of FHTCC commitment. After the 3:1 cash match, additional in-kind support from industry is encouraged.

Please confirm the 3:1 match is met  ☐ Yes  ☐ No

While projects may be proposed in any discipline, applications are particularly encouraged in areas contributing to the development of the high technology sectors encompassed within the Florida High Tech Corridor Initiative. The list below directly reflects the interest and goals of the Florida High Tech Corridor Council and the map illustrates the applicable Florida counties.

Please select the most applicable industry (only 1):

☐ Aerospace  
☐ Biotechnology  
☐ Information Technologies and Services  
☐ Cyber Security  
☐ Data Analytics  
☐ Internet of Things (IOT) devices  
☐ Manufacturing  
☐ Marine Technologies  
☐ Medical Technologies  
☐ Microelectronics  
☐ Nanotechnology  
☐ Optic and Lasers  
☐ Renewable Energy  
☐ Simulation and Training  
☐ Software Development  
☐ Solar Technology  
☐ Telecommunications  
☐ Transportation Systems  
☐ Other, if so please list _______________________________________

Another focus of the FHTCC is the support of research. Please list the number of personnel:

_____ Post Doc  
_____ PhD Student  
_____ Masters Student  
_____ Undergraduate Student

P.I. Signature __________________________ Date _________________
Form 04: FloridaMakes MGRP Criteria

The focus of FloridaMakes is to support advanced manufacturing in the state of Florida. A company may have more than one NAICS code, but at least one of them must be in the following allowable categories.

For the Partner Company, please check all that apply.

All Manufacturing starting with 2 digit NAICS code:

☐ 31-33

Others approved industries:

☐ 423510 Metal Service Centers and Other Metal Merchant Wholesalers
☐ 488991 Packing and Crating
☐ 541711 Research and Development in Biotechnology
☐ 541712 Research and Development in Physical, Engineering, and Life Sciences (except Biotechnology)
☐ 541713 Research and Development in Nanotechnology
☐ 541714 Research and Development in Biotechnology (except Nanobiotechnology)
☐ 541715 Research and Development in the Physical, Engineering, and Life Sciences (except Nanotechnology and Biotechnology)
☐ 541330 Engineering Services
☐ 541380 Testing Laboratories
☐ 561910 Packaging and Labeling Services
☐ 811310 Commercial and Industrial Machinery and Equipment Repair and Maintenance (excludes Automotive and Electronic)

Also, FloridaMakes is federally funded via NIST, so it is important to identify the source of the Industry partner funding as well. MGRP projects with Industry partners with funding yielding from Federal follow-through dollars will not qualify for FloridaMakes funding and will be entered into the regular pool of projects.

Is the Industry funding federal flow-through money?  Yes ☐ No ☐

If Yes, please indicate the source of Federal flow-through dollars

SBIR ☐ STTR ☐

Other ________________________
**Form 05: FHTCC Committee Evaluation**

1. Name
   ____________________________________________

2. Department/College/Center/Institute
   ____________________________________________

3. Title of Proposal
   ____________________________________________

**Please check the rating:**

<table>
<thead>
<tr>
<th></th>
<th>Weak</th>
<th>Acceptable</th>
<th>Strong</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>2</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>3</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>4</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>5</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

**Comments:**

[Comment space]

FHTCC Committee APPROVED ☐ NOT APPROVED ☐

FHTCC Committee Approver Name ____________________________________________

FHTCC Committee Approver Signature __________________________ Date ____________
Form 06: FloridaMakes Evaluation

1. Faculty Name
   ____________________________________________

2. Department/College/Center/Institute
   ____________________________________________

3. Title of Proposal
   ____________________________________________

Check the application rating:

Technical Merit
   Yes ☐  No ☐

NAICS Industry Criteria met
   Yes ☐  No ☐

Industry Funding Verified
   Federal Flow-Through ☐  Not Federal Flow-Through ☐

Comments:

__________________________________________________________________________

FloridaMakes APPROVED ☐  NOT APPROVED ☐

FloridaMakes Approver Name ____________________________________________

FloridaMakes Approver Signature ___________________________ Date ___________
Form 07: Resume for Principle Investigator

1. Name

2. Department/College/Center/Institute

3. Phone

4. Title of Proposal

5. Current Academic Rank 6. Years at UCF

7. Degrees Earned  Field  Institution  Year

For questions 8 and 9, use remainder of this page and no more than one additional page with PI's name on the header.

8. Publications Summary (Please list 5 most relevant publications)

9. Research and related experience (Please summarize work experience and research experience, including employer, title, inclusive of appointment, and external funding received at UCF or elsewhere as PI or Co-PI, including consulting and patient activities.)
Form 08: Quarterly Report

- Recipient name: University of Central Florida
- Award Amount: 
- Principal Investigator (P.I.): 
- Co-Principal Investigator(s) (if applicable): 
- UCF Project Number: 
- Project Title: 
- Quarter Period (including any granted no-cost extensions):
  - Start Date: 
  - End Date: 

1. **Brief description of project objectives for current quarter:**

2. **Were these objectives accomplished as scheduled?**

3. **If objectives were not accomplished, please provide reason(s):**

4. **Discuss the alignment with the final scope of the project:**

Please attach additional documents if needed.

P.I. Signature ___________________________ Date ________________
Form 09: Final Technical Report

- Recipient name: University of Central Florida
- Principal Investigator:
- Co-Principal Investigator(s) (if applicable):

- Agency’s Project Number: UCF Project Number: 
- Project Title:

- Award Dates (including any granted no-cost extensions):
  Start Date: End Date:

1. Brief description of project objectives:

2. Were these objectives accomplished as scheduled?

3. If objectives were not accomplished, please provide reason(s):

4. Detail the most relevant activities of the project:
5. Describe project findings. Are these consistent with anticipated findings?

6. Detail any publication(s) resulting from this project:

7. Describe any other specific products and contributions of the project:

8. List general conclusions (use additional pages as needed)

Please attach additional documents if needed.

P.I. Signature ____________________________ Date ______________