University at Buffalo
Center for Advanced Biomedical and Bioengineering Technology (UB CAT)

Request for Proposals
Due Date: March 31, 2017

IMPORTANT NOTE: The UB CAT is currently in the process of reapplying for a second ten-year designation. Project applications for the 2017-18 fiscal year will be reviewed and funded pending continued designation from NYSTAR.

For more information, please contact Kim Grant, Business Development Executive:
Phone: (716)881-7572 | Email:kimgrant@buffalo.edu
UB CAT MISSION

The University at Buffalo Center for Advanced Biomedical and Bioengineering Technology (UB CAT) is one of 15 centers across New York State supporting university-industry collaboration in research, education and technology transfer, with a strong focus on helping New York State-based businesses gain a technological edge on their competition. The UB CAT is fueling continued growth in promising technologies of tomorrow across the life sciences spectrum including biotechnology, biomedical informatics, diagnostics, medical devices, pharmaceuticals, and research and development products or services. The UB CAT fosters the creation of new life sciences companies and helps existing businesses expand through new or improved product lines by utilizing the R&D assets and expertise within the University. Projects supported by the UB CAT drive substantial economic impact for New York State annually. Hand-in-hand with funding, the UB CAT also provides R&D resources, business development assistance, workforce development programming, and other outreach and networking opportunities. To learn more, please visit our website at http://buffalo.edu/cbls/cat.

ELIGIBILITY AND PROJECT REQUIREMENTS

UB CAT project applications are selected for funding based on the following criteria:

- Project involves research related to the life sciences
- Company sponsor has New York State presence, including NYS address and at least 1 full time employee (or equivalent)
- Company sponsor with available matching funds*
- Commitment of a University at Buffalo Principal Investigator**
- Scientific, technical, and innovative merit
- Demonstrated need for support of project
- Appropriateness of budget items within UB CAT guidelines
- Ability to successfully complete project between July 1, 2017 and June 30, 2018
- Potential economic impact for New York State***

* UB CAT anticipated matching ratio for the 2017 – 2018 fiscal year is $1.00 CAT to $1.5 company match for small companies (< 100 employees) and $1.00 CAT to $3.00 company match for large companies (> 100 employees). A typical CAT contribution is $10,000 to $50,000.

** All projects are subject to State University of New York intellectual property policies. Principal Investigator eligibility is dependent on policy guidelines at the University at Buffalo [https://www.buffalo.edu/administrative-services/policy/ub-policy-lib/principal-investigator-eligibility.html](https://www.buffalo.edu/administrative-services/policy/ub-policy-lib/principal-investigator-eligibility.html).

*** Economic impact resulting from a project is defined as an increase in company sponsor revenues (federal, non-government, product-based), cost savings to company, new jobs created, jobs saved, capital expenditures by company sponsor, intellectual property development, new company start-up opportunity or company relocation / expansion in New York State. Companies that receive CAT funding are required to provide annual economic impact reports for five years.

WHO SHOULD APPLY?

The UB CAT project application is open to any company representative and researcher who meet the “Project Requirements” above.

If you are a company representative with a potential project, please contact us directly to facilitate introductions with appropriate University at Buffalo Principal Investigators, if needed.
If you are a researcher with a potential project and a target New York State company, please contact us directly to facilitate any appropriate introductions within our business network.

**HOW TO APPLY**
Send your completed letter of intent and application via email to Kim Grant (kimgrant@buffalo.edu) Business Development Executive.

**PROCESS OVERVIEW**

**Letter of Intent**
A letter of intent, which includes a preliminary budget and proposed scope of work is required from any companies or PIs interested in applying for CAT funds. The letter of intent is due to Kim Grant by February 15, 2017.

**Application**
The annual request for proposals is issued in January with an application due date of March 31, 2017. Potential projects can also be received on a rolling basis given availability of funds.

**Review Period**
Applications received by the UB CAT are subject to approval by the UB CAT Industrial Advisory Board. This board consists of professionals in the life sciences area who are uniquely qualified to evaluate projects and comment on appropriateness of work being conducted through the UB CAT funding vehicle. For a detailed list of UB CAT Industrial Advisory Board members, please contact us or visit our website at [http://buffalo.edu/cbls/cat](http://buffalo.edu/cbls/cat).

**Award Announcements**
Award announcements will be made directly to the applicant prior to the project’s execution. Awards issued in response to proposals submitted no later than March 31, 2017 will be announced prior to July 1, 2017 pending availability of funding and NYSTAR approval. Award announcements for applications received on a rolling basis are announced following review by the UB CAT Industrial Advisory Board.

**Post-Award**
Upon receiving project approval by the UB CAT, a company sponsor will enter into a contracting period followed by account set-up and project initiation. Principal Investigators are required to file Sponsored Project approval paperwork with the appropriate department leadership and Sponsored Programs to initiate account set-up. Reporting of economic impact is required for a minimum of five years for all company sponsors following completion of a UB CAT project.

**BUDGET GUIDELINES**

- Expenses must directly relate to the scope of work of the project. The CAT does **not** pay for general operating expenses.
- All project expense administration must adhere to SUNY RF and NYSTAR purchasing guidelines.
  - Vendors must be established companies with an FEIN. Sole proprietors/independent contractors require advanced approval.
  - Travel costs are strictly limited and require prior approval.
  - Purchases over $10,000 to a single vendor require special considerations and documentation and may take longer to process.
- UB CAT project support is awarded on an annual basis. Both UB CAT and company sponsor matching funds must be expended by the close of the University fiscal year, June 30, 2018.
- UB CAT project funds can be used to pay for expenses associated with University personnel and for purchasing of supplies, materials, testing or other contracted services and equipment related to the project.
- Overhead costs for UB CAT projects are limited to 15% of salary and fringe benefits for University personnel.
- Equipment (item > $5,000) purchased using project funds (CAT or company sponsor) is considered property of the CAT and eligible for use in future projects. Equipment purchases must follow University property policies and NYSTAR program policies.
- Funds CANNOT be expended for:
  - Rent, capital construction, rehabilitation, renovation, upgrading of existing space or infrastructure, telecommunications, utility costs, legal expenses, or regulatory approval process fees/costs.
  - Basic research or research projects that do not receive matching funds support from a company.
  - Costs associated with employees of the sponsor company.
  - Reimbursement to sponsor company for any expenses the sponsor has already paid.

**UB CAT CONTACT INFORMATION**

For questions or to submit a UB CAT application for funding, please contact:

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