

# **APPLICATION FOR FUNDING CONSIDERATION**

**IMPORTANT INFORMATION**

1. All potential applicants are required to read the Innovation and Technology Transfer (ITT) Fund’s Operational Guidelines before completing this application.
2. A hard-copy of your completed Application for Funding Consideration should be submitted to the ITT Fund Secretariat, The Office of Research Development and Knowledge Transfer (ORDKT), UWI, St. Augustine. An electronic copy should also be emailed to: ittfund@sta.uwi.edu.
3. Applications for Funding Consideration must be received by the ITT Fund Secretariat by 4:30pm of the deadline date stipulated in the Call for Proposals. The deadline for submission will be strictly respected. Late, incomplete or incorrectly presented applications will not be considered.
4. All Project Teams will be contacted and informed of the outcome of deliberations of the Fund Evaluation Committee.
5. Only successful project teams shall be invited to complete a detailed Funding Request Proposal.

NB: Please refer to the following Technology Readiness Levels (TRLs) definitions:

TRL 1 Basic principles observed and reported

TRL 2 Technology concept and/or application formulated

TRL 3 Analytical and experimental critical function and/or characteristic proof of concept

TRL 4 Technology validation in laboratory environment

TRL 5 Technology validation in relevant environment

TRL 6 Technology model or prototype demonstration in a relevant environment

TRL 7 Prototype demonstration in an operating environment

TRL 8 Actual technology completed and qualified through test and demonstration

TRL 9 Actual technology proven through successful operational deployment

**APPLICANT DETAILS**

|  |  |
| --- | --- |
| Project Team Leader | Click or tap here to enter text. |
| Department/ Unit/ Centre/ Institute | Click or tap here to enter text. |
| Faculty | Click or tap here to enter text. |
| UWISTA Staff Member | Yes  No Staff ID: Click or tap here to enter text. |
| UWISTA Student | Yes  No Student ID: Click or tap here to enter text. |
| Current Status | Choose an item. |
| UWISTA Email Address | Click or tap here to enter text. |
| Phone | Work Click or tap here to enter text. Mobile Click or tap here to enter text. |
| Acknowledgement | I have read in its entirety and understood the ITT Fund’s  Operational Guidelines.  I acknowledge that this project and the proposed team  meet all eligibility criteria stipulated by the ITT Fund.  I have not included any proprietary information in this  application.  I certify that to the best of my knowledge the  information presented in this application is accurate. |
| Signature |  |
| Date of Submission | Click or tap to enter a date. |

**PROPOSED PROJECT**

|  |  |
| --- | --- |
| Proposed Project Title | Click or tap here to enter text. |
| Intended Funding Request Amount | TT$Click or tap here to enter text. |
| Counterpart Funding (Non-UWI) | TT$Click or tap here to enter text. |
| Intended Project Duration | Choose an item. months |
| Current Technology Readiness Level (TRL) | Choose an item. |
| Intended TRL post project completion | Choose an item. |

**INTELLECTUAL PROPERTY (IP) & INVENTION DISCLOSURE DETAILS**

|  |  |
| --- | --- |
| Invention Disclosure Form Submitted | Yes  No Date Submitted: Click or tap to enter a date. |
| Legal Agreement with the UWI | Yes  No Date Signed: Click or tap to enter a date. |
| Invention Disclosure Title | Click or tap here to enter text. |
| Name(s) of Inventor(s) | Click or tap here to enter text. |
| Current Status of IP Protection | Click or tap here to enter text. |
| Is the IP which forms the basis of the proposed project owned or co-owned by The UWI? | Yes  No |

**PROPOSED PROJECT TEAM**

[Include the following information for each team member: Title (Dr/Mr/Ms), Faculty, Department/Unit/ Centre/ Institute, Institution (if external to UWISTA), roles and responsibilities, key competencies]

[Indicate UWISTA students (UG/PG), where applicable]

[Indicate industry partners, where applicable]

Click or tap here to enter text.

**PROJECT SUMMARY**

[This section should **not** exceed **two (2)** pages]

# Project Description

Describe the IP on which the project is based, the problem you are trying to solve/ need you are trying to address, the significance of the identified problem/need, and how the proposed solution addresses the identified problem.

Click or tap here to enter text.

# Project Impact

Clearly define the hurdle to commercialization which this project seeks to overcome.

Click or tap here to enter text.

# Specific Activities Proposed

Provide details on the activities to be carried out

Click or tap here to enter text.

# Specific Deliverables

Provide details on the expected deliverables from this project

Click or tap here to enter text.

# Market Attractiveness

Describe the envisioned end product and its unique value proposition, identify the potential market/ customers/ end users, describe competing solutions, identify potential commercial partners, and include any industry-specific feedback you have already received.

Click or tap here to enter text.

**PROPOSED SCHEDULE AND KEY MILESTONES**

|  |  |
| --- | --- |
| Activity #1 | Timeframe |
| Click or tap here to enter text. | Choose an item. |
| Milestone:  *[Insert milestone for this activity. Note that milestones will be linked to disbursements]*  Click or tap here to enter text. | |
|  | |
| Activity #2 | **Timeframe** |
| Click or tap here to enter text. | Choose an item. |
| Milestone:  Click or tap here to enter text. | |
|  |  |
| Activity #3 | **Timeframe** |
| Click or tap here to enter text. | Choose an item. |
| Milestone:  Click or tap here to enter text. |  |
|  |  |
| Activity #4 | **Timeframe** |
| Click or tap here to enter text. | Choose an item. |
| Milestone:  Insert a specific deliverable for this activity. |  |
|  |  |

*[Insert additional rows if necessary]*

**PROPOSED USE OF FUNDS**

|  |  |
| --- | --- |
| Budget Category | Total Estimated Cost (TT$) |
| Contracts/ Consultancies | $Click or tap here to enter text. |
| Professional Services | $Click or tap here to enter text. |
| Materials and Supplies | $Click or tap here to enter text. |
| Equipment | $Click or tap here to enter text. |
| Marketing | $Click or tap here to enter text. |
| Other Expenses | $Click or tap here to enter text. |
| TOTAL | $**Click or tap here to enter text.** |