



Demonstration of Application Portal

Round 2 Clean Tech Seed Grant Pilot Program

Demonstration of Application Portal

Welcome to the Commission on Science, Innovation and Technology's application portal!

GENERAL INFORMATION:

Before you get started, there are a few things you should be aware of to make the application process as simple as possible.

Clean Tech Seed Grant Pilot Program – Round 2

Clean Tech Seed Grant Pilot Program – Round 2 opens on Monday, January 24, 2022 at 10am and closes on Monday, March 21, 2022 at 5pm.

Catalyst Seed Grant – Round 1

Catalyst Seed Grant – Round 1 opens on Monday, December 6th at 9am and closes on Monday, January 31st at 4pm.

Clean Tech Research and Development (R&D) Voucher Program

The Clean Tech Research and Development (R&D) Voucher Program application will open on Monday, April 5, 2021 at 9 a.m.

- In order to complete your online application, you must register for an account with a username and password. Your username and password will allow you the flexibility to complete your application at your convenience.
- All fields are mandatory but can be completed with a 'NA' if you do not have the requested information at the time of application or if the question does not apply.
- If you would like to go back to a previous application section, select the section name from the left panel. Use the continue button to navigate to the desired page.
- You may use the "HELP/Assistance" button on the top right to email csit@njeda.com.
- If asking questions regarding your specific application, please reference the Application ID # located on the top right of the screen.
- Because some state systems have experienced longer than usual processing times due to COVID-19, applicants are encouraged to obtain copies of the required NJ documentation early in the process of completing their applications to avoid any delays in submission of supporting documentation.

PLEASE gather the following documents before starting the application:

- ✓ Employee verification information as appropriate for applicable company structure and staffing - i.e. most recent NJ WR-30 (W2 employees) or 1099 (contractors), Shareholder Agreement or K-1 or Offer letters
- ✓ Current NJ Tax clearance certificate (listing New Jersey Commission on Science, Innovation and Technology). See https://www16.state.nj.us/NJ_PREMIER_EBIZ/jsp/home.jsp.
- ✓ If applicable, copy of Women and/or Minority owned business NJ certification <https://www.njportal.com/DOR/SBERRegistry/Default/>

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Start a New Application

Please check the applicable (Only one may be selected):

- ☒ Clean Tech Seed Grant Pilot Program - Round 2
- ☐ Clean Tech Research and Development (R&D) Voucher Program
- ☐ Catalyst Seed Grant Program

Please enter a brief description of your project (up to 50 characters). The description is for your reference only. It will not be submitted with the application.

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Welcome

Thank you for applying to Round 2 of the Clean Tech Seed Grant Pilot Program. The goal of the Program is to help New Jersey-based early-stage clean tech/clean energy companies accelerate development and innovation of clean technologies to transform new discoveries from research stage into commercially viable technologies, leading to industry and investor interest.

Eligibility

Is your Company developing or testing clean technologies intended to avoid emissions of, or recapture, greenhouse gases and/or criteria pollutants, or to enable such avoidance or recapture in the following target areas: Chemicals/Advance Materials, Energy Distribution/Storage, Energy Efficiency, Energy Generation, Green Buildings, Transportation, Waste Processing, Water and Agriculture:Chemicals/Advance Materials?

Does your Company have a minimum of one (1) full-time equivalent employee with one person working at least 50% of their time on the Project (35hrs per week)?

Does your Company have less than two million dollars (\$2,000,000) in prior third-party funding over its lifetime (excluding government grants)?

Does your Company has less than five hundred thousand dollars (\$500,000) in previous calendar year sales revenue?

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Company Information
Company Name (Legal name):
Provide a brief company description (150 words max):

Company Headquarters
Street Address:
Address Line 2:
City/Town:
State:
ZIP Code:
Company's primary R&D space
Street Address:
Address Line 2:
City/Town:
State:
ZIP Code:
Company Website:
State of Formation of Company:
Year Established:
Legal Structure:
Industry ([NAICS Code](#)):
Federal Tax ID Number (EIN):

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Employee Log

List all employees that work for the company at the time of application (E.g. full-time, part-time, consultants, interns, etc.). Please include the CEO and/or founder's information as well. Verification documentation will be uploaded later in the application process. Please note that if the company uses a Professional Employment Organization (PEO) for payroll processing, the PEO-form issued by the NJ Department of Labor must be submitted as well.

Employee Name:

Position:

Date Hired:



Type:



of hours worked per week:

Is the employee's work location in NJ?



Primary work location address:

Is the employee getting paid?



Does the employee have equity in the business?



Verification document:



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	Employee Name	Position	Type	# Hours worked per week	Verification Document
Edit Remove	Fatou	CC	Full Time	20	NJ-WR30

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Company Information

Is the Company a Women owned business as certified by the state of NJ?

Select ▼

Is the Company a Minority owned business as certified by the State of NJ?

Select ▼

Do you have an executed license with a NJ university for this technology?

Select ▼

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Company Information

Provide details on all funding (excluding state and federal government grants) the Company has raised to date:

Funding Information

Funding Type:

Select One ▼

Funder:

Amount:

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Company Information

Provide details on all funding (excluding state and federal government grants) the Company has raised to date:

	Funding Type	Funder	Amount
Edit	Remove	Friends and family	John Smith
			\$500,000

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Primary Contact Information


First Name:
Last Name:
Job Title:
Telephone Number:
Email Address:
Race:
Ethnicity:
Gender:
Veteran:
Disability:

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Project Description
Briefly describe the innovation that your company is developing and for what application? E.g. The company is developing a for use in.... (200 words max.)

What is/are the specific problems/challenges your innovation is trying to solve? (150 words max.)

How will the proposed technology address these problems and challenges (250 words max)?

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Project Description

Who are the incumbent players in the ecosystem and what are their respective solutions or proposed solutions? (State the names of up to five companies and the solutions they offer today. If landscape has more than five main players, identify the five you considered to be most significant and indicate that there are more than five players in the market offering similar solutions)

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Proposed solution (Please differentiate between various company solutions)

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Name of Company

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NJEDA

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Project Description

Note the numerical score for the current stage of development of your innovation using [this](#) TRL (Technology Readiness Level) and CRL (Commercial Readiness Level) calculator developed by the New York State Energy Research and Development Authority. All Applicants should be between a minimum of TRL 2 (applied research) and maximum of TRL 7 (Full scale, similar prototypical) system demonstrated in relevant environment) to be eligible for funding.

a. TRL score

b. CRL score

Looking at all aspects of your innovation, what do you believe are the most salient risks and how do you intend to mitigate the risks?

Describe Technology Risks and how your company aims to mitigate it. (250 words max)

Describe Market Risks and how your company aims to mitigate it. (250 words max)

Describe Regulatory Risks and how your company aims to mitigate it. (250 words max)

Do you have any intellectual property (patents) associated with this innovation or Project?

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If applicable, list any intellectual property you have, associated with this innovation or Project.

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Patent Title:

Patent Status:

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If applicable, list any intellectual property you have, associated with this innovation or Project.

	Patent Number	Patent Title	Patent Status
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Milestone and Budget


Briefly describe how the funding will be used to further the research and development of your technology? (150 words max)

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Market Opportunity

What is the total addressable market size for your solution? One-line answer E.g. The estimated total addressable market size for this solution is List any reference for the figure

List the different target market segments for your solution. (150 words max)

Who are the target customers in the various market segments for your solution? (150 words max)


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Go-to-market strategy

How are you planning to manufacture and scale-up the innovation? (e.g. self-manufacture, license, manufacturing partnership) (150 words max)

What sales channel(s) do you expect to use to reach your customers? 200 words max.

E.g. Sales channel:


- The product or service will be sold directly to the end customers
- The product or service will be sold through intermediate distributors to the end customers
- The product or service will be licensed to the end customers

State past and current partnerships/collaborations if any: (200 words max)

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Go-to-market strategy

What is the estimated average cost of your innovation with detailed breakdown and estimated average selling price?

Average Cost (\$) per unit:

Average selling price (\$) per unit:

Provide details of the cost breakdown:

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Economic and Environmental Impact

How many jobs do you intend to create in the next 3-years and in what career fields? (100 words max)

Describe how this innovation will contribute to CO2 abatement and/or reduction of criteria pollutants. Include quantitative estimations of tons of CO2 emissions and criteria pollutants if available. (Applicants are encouraged to use tools such as [the CRANE tool](#), or other credible public data sources such as the United States Department of Energy's [Energy Information Administration](#), the U.S. Environmental Protection Agency's [National Emissions Inventory](#) (especially for greenhouse gases other than carbon dioxide), the [EPA's Greenhouse Gases Equivalencies Calculator](#), and others).

List all waste streams the commercialization of this innovation is going to create (specify any toxic waste streams that may be part of the manufacturing process or technology implementation). (200 words max)


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Team Information

List all the Team members who are proposed to be involved in the Project, including a brief description of the role they will play. For each team member, provide a brief bio, including any college and graduate degrees and professional experience relevant to his/her proposed role. Please add the Postsecondary Degree, Major, and University Affiliation on the same line.

Name:

Title:

Postsecondary Degrees:

Brief Bio (250 words max) Include LinkedIn URL if available

LinkedIn Profile
(weblink):

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Team Member Name

[Edit](#)

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Jane S

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Acknowledgement of Virtual Presentation

- ☐ I acknowledge that upon submission of this application, I agree to participate in a 30-minute virtual presentation of the proposed project with grant reviewers.

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New Jersey Commission on Science, Innovation, and Technology Legal Questionnaire

Persons (entities or individuals) applying for CSIT programs are subject to the Disqualification/Debarment set forth in Executive Order 34 (Byrne 1976). Applicants are required to answer the following background questions ("Legal Questionnaire") pertaining to causes that may lead to debarment, disqualification, or suspension from eligibility under the Regulations and Executive Orders 34 (Byrne 1976) and 189 (Kean 1988) after consideration of all relevant mitigating factors. Governmental entities are not required to submit this Legal Questionnaire and may leave it empty.

*Note that this form has recently been modified.
Please review in its entirety prior to providing any responses or certifications.*

DEFINITIONS

Notwithstanding any terms defined elsewhere or otherwise herein, the following definitions shall govern in responding to this Legal Questionnaire:

"Affiliates" means any entities or persons having an overt or covert relationship such that any one of them directly or indirectly controls or has the power to control another. For the purposes of application for, or ongoing compliance with, CSIT-administered programs, this includes:

- any entities or persons having an ownership interest in Applicant of 10% or greater;
- any entities in which Applicant holds an ownership interest of 10% or greater; and
- any entities that are named in the application and/or agreement, or that will receive a direct benefit from the financing, incentive, or other agreement with CSIT.

Note that any entities or persons fitting these definitions will need to be listed in Part C on the next page.

"Legal Proceedings" means any civil, criminal, or administrative proceedings in a State or Federal court or administrative tribunal in the United States or any territories thereof.

RELEVANT TIMEFRAMES

Responses should be given based on the following "look-back" periods:

- For civil matters, those that were either pending or concluded within 5 years of the reporting date;
- For criminal matters, those that were either pending or concluded within 10 years of the reporting date;
- For environmental regulatory matters, those that were either pending or concluded within 10 years of the reporting date; and
- For all other regulatory matters, those that were either pending or concluded within 5 years of the reporting date.


Note that in cases where Applicant has previously submitted and certified a legal questionnaire to CSIT, the Applicant may refer to its prior legal questionnaire and report only those matters that are new or have changed in status since the date of last reporting.


Part A. Past Proceedings


Has Applicant, or any officers or directors of Applicant, or any Affiliates of Applicant, been found or conceded or admitted to being guilty, liable or responsible in any Legal Proceeding, or conceded or admitted to facts in any Legal Proceedings that demonstrate responsibility for any of the following violations or conduct? (Any civil or criminal decisions or verdicts that have been vacated or expunged need not be reported.)

☐ 1. Commission of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract, or subcontract there under, or in the performance of such contract or subcontract.

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Part C: Applicable Affiliates

"Affiliates" means any entities or persons having an overt or covert relationship such that any one of them directly or indirectly controls or has the power to control another. For the purposes of application for, or ongoing compliance with, CSIT-administered programs, this includes:

- any entities or persons having an ownership interest in Applicant of 10% or greater;
- any entities in which Applicant holds an ownership interest of 10% or greater; and
- any entities that are named in the application and/or agreement, or that will receive a direct benefit from the financing, incentive, or other agreement with CSIT.

Please provide a list of all entities or persons considered to be "Affiliates" of Applicant based upon the above definitions.

☐ I have no affiliates to report.

Name of Affiliate (Entity or Person):

Federal Employer Identification Number (FIN) (if applicable):

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Applicant:
Company: NJEDA
Project: clean energy project
Product: Clean Tech Seed Grant Pilot Program - Round 2

CERTIFICATION OF LEGAL QUESTIONNAIRE AND AUTHORIZATION TO RELEASE INFORMATION

This certification shall be signed as follows:

- for a corporation, by a principal executive officer, at least the level of vice president;
- for a partnership, by a general partner;
- for a sole proprietorship, by the proprietor;
- for a governmental entity, the contact person (business administrator, manager, mayor, etc.);
- for other than above, the person with legal responsibility for the application.

I hereby represent and certify that I have reviewed the information contained in this Legal Questionnaire, and that the foregoing information is true and complete under penalty of perjury. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment. I further agree to inform the New Jersey Commission on Science, Innovation, and Technology of any changes in the foregoing information which may occur prior to execution of any agreement with CSIT, and so long as any such agreement is in effect. Failure to disclose relevant matters may render the Applicant ineligible for the financial benefits sought and may subject the Applicant to disqualification, debarment, suspension, or referral to the office of the State's Attorney General.

The undersigned, on behalf of the Applicant, understands and acknowledges that information and documents provided to the New Jersey Commission on Science, Innovation, and Technology: (1) are subject to public disclosure during deliberations of the CSIT at public meetings regarding the application and as set forth in the minutes of the CSIT's public meetings; and (2) are subject to public disclosure under certain laws, including, but not limited to, the Open Public Records Act, N.J.S.A. 47A:1-1 et seq., and the common law right-to-know.

Name:
Title:
Applicant Name:

☐ **I am Authorized Signer and I accept the terms and conditions.**

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Required Documentation

All applications to the the Clean Tech Seed Grant Pilot Program - Round 2 **must** include the following documentation:

1. [Budget and Milestone Proposal](#)
2. [Uploaded results from Technology and Readiness Technology \(TRL\) Calculator Excel file](#)
3. **Employee information (documentation)** as appropriate for applicable company structure and staffing; most recent NJ WR-30 (W2 employees) or 1099 (contractors), Shareholder Agreement or K-1 or offer letters. Please note that if a Professional Employment Organization (PEO) is utilized, the Applicant must submit confirmation of PEO-A form issued by the NJ Department of Labor (DOL)
4. **Summary of most recent Internal Payroll** indicating each employee name, including founders and number of hours worked per week
5. **Most recent Company tax filing** applicable to the organizational form of your business, showing the total Gross Receipts or Sales for the year
6. **Current NJ tax clearance certificate (listing New Jersey Commission on Science, Innovation and Technology)**
7. **If applicable, copy of Women and/or Minority owned business NJ certification**
8. [Signed CSIT Certification](#)
Please download, sign, and upload the linked Application Certification as an attachment on the next page.

The online application will enable applicants to provide an electronic Application Certification by uploading a signed PDF. However, if an **applicant prefers not to** provide an electronic Application Certification, the applicant may:

a. Mail a hard copy of the signed Application Certification postmarked by the application deadline to CSIT at:
Commission on Science, Innovation and Technology
Attn: Judith Sheft (Executive Director)
36 W State Street
P.O. Box 990
Trenton, NJ 08625

AND

b. Email the signed CSIT Certification to CSIT with the subject line: "MAILED Application Certification Clean Tech Seed Grant Pilot Program - Round 2" indicating that the document has been mailed. Only the signed CSIT Legal Certification should be mailed; the rest of the application must be submitted through the online system.

Please note that if an applicant chooses to mail a hard copy of the application certification, the application will only be considered complete once the original signed CSIT application certification post marked by the application deadline is received by CSIT.

[Print List of Required Attachments](#)


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 **HELP / Assistance**

Attachments

There are no files currently attached to the application.

Attachments may be submitted in the following formats:

- Microsoft Word (.doc, .docx)
- Microsoft Excel (.xls, .xlsx)
- WordPerfect (.wpd)
- Text (.txt)
- Adobe PDF (.pdf)

Select file(s) to attach:

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Application Submission

Submit Application