



# CSIT Research & Development Seed Grant Pilot Programs

- Clean Tech Seed Grant Pilot Program – Round 3
- Catalyst Seed Grant Pilot Program – Round 3

## Informational Webinar

Thursday, December 7, 2023

# Agenda

- Welcome
  - Program Overview
  - Submission Process
  - Eligibility Criteria
  - Required Documents
  - Scoring Criteria & Bonus Points
  - Terms & Conditions
  - Important Details
  - Timeline
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# Program Overview – Clean Tech Seed Grant Program, Rd 3

## Program Goal

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

## What Are The Targeted Industries?

- Chemicals/Advanced Materials
- Energy Distribution/Storage
- Energy Efficiency
- Energy Generation
- Green Buildings
- Transportation
- Waste Processing
- Water and Agriculture

## Eligible Technology Readiness Levels (TRLs)

TRL 2  
*Applied Research*



**Program will fund projects  
between TRLs 2 through 7**



TRL 7  
*Full-scale, similar (prototypical)  
system demonstrated in  
relevant environment*

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# Program Overview - Clean Tech Seed Grant Program, Rd 3



## Project sizes

Each Applicant can propose a project with a duration of 12 months and a maximum budget of \$75,000.

Upon Grantees request, a no-cost extension of up to an additional 3 months may be permitted at the sole discretion of CSIT

## Disbursements

- Eighty percent (80%) disbursed upon execution of Grant Agreement
  - Remaining twenty percent (20%) disbursed after Final report and Project Completion report is submitted to and approved by CSIT
  - Grants will be awarded on a competitive basis, with awards going to the highest scoring applicants.
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# Program Overview – Catalyst Seed Grant Program, Rd 3

## Program Goal

The goal of the Round 3 Catalyst R&D Pilot Seed Grant Program is to help New Jersey-based early-stage innovation companies accelerate development of technologies to transform new discoveries from research stage into commercially viable products and services.

## What Are The Targeted Industries?

- Advanced Manufacturing
- Advanced Transportation & Logistics
- Film & Digital Media
- Life Sciences (medical devices, diagnostics, platforms, non-drug therapeutics)
- Non-Retail Food & Beverage
- Professional & Financial Services (fintech, etc.)
- Technology (hard tech, AI, software development, machine learning, etc.)

## Program Details

Grants will be awarded on a competitive basis, with awards going to the highest scoring applicants.

# Program Overview – Catalyst Seed Grant Program, Rd 3

## Project sizes

Each Applicant can propose a project with a duration of 12 months and a maximum budget of \$75,000.

Upon Grantees request, a no-cost extension of up to an additional 3 months may be permitted at the sole discretion of CSIT.

## Disbursements

- Eighty percent (80%) disbursed upon execution of Grant Agreement
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# Program Overview – Eligible Use of Funds

## Clean Tech Seed Grant, Rd 3 & Catalyst Seed Grant, Rd 3

*The grant funding can be utilized for project research and development activities.*

*No more than 30% of the budget proposed for the Project, in the aggregate, may be spent on:*

- Marketing and customer discovery specific to the innovation
  - IP patent prosecution and licensing-related expenses
  - Conference registration fees
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# Program Overview – Ineligible Use of Funds

## Clean Tech Seed Grant, Rd 3, & Catalyst Seed Grant, Rd 3

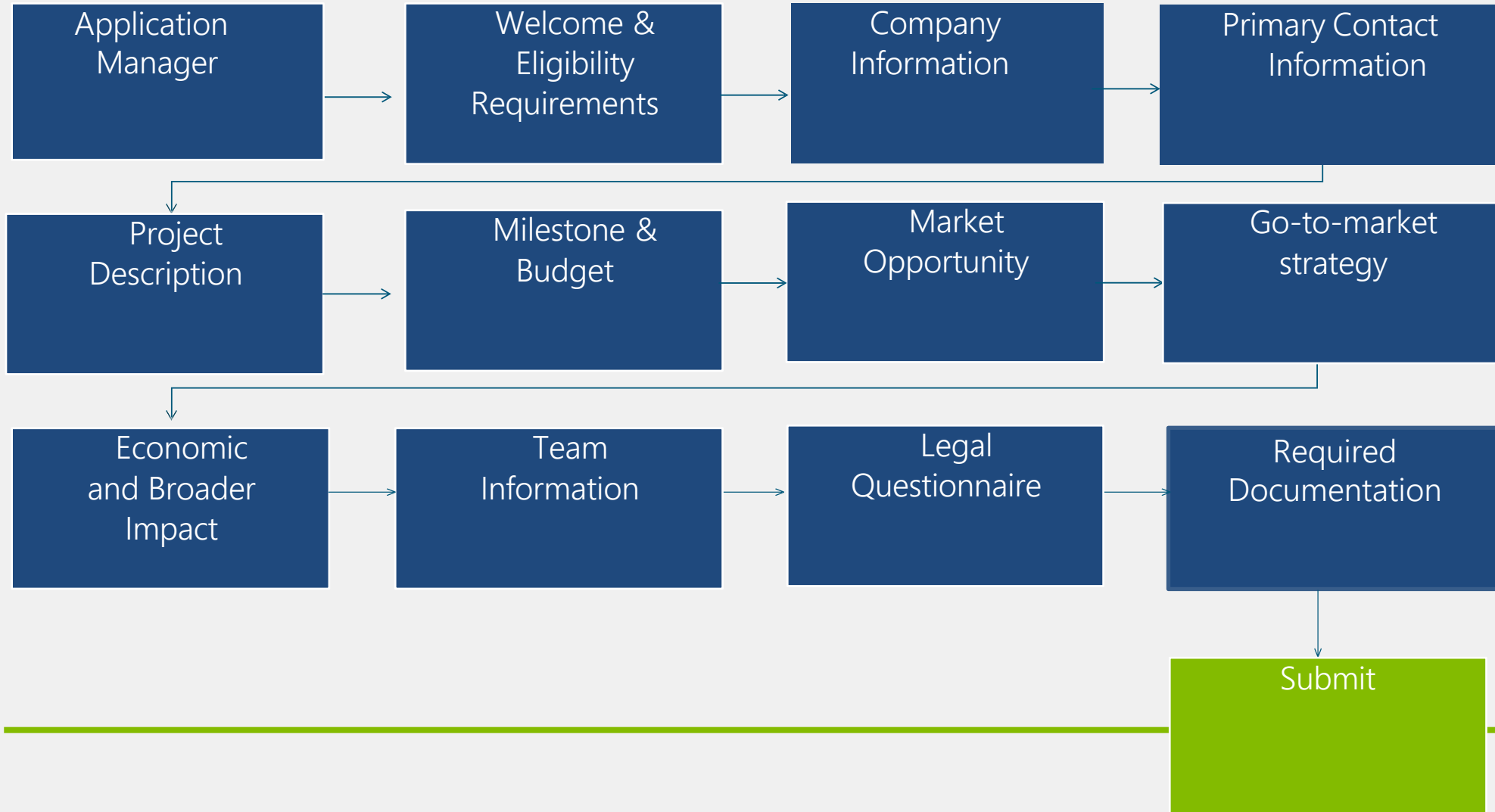
The following expense categories are ineligible for funding by this grant:

- Direct services to individuals or organizations
- Manufacturing of products for sale or commercial use
- Real estate rental expenses
- Patient clinical trial expenses
- Construction costs
- Travel, entertainment, and other similar expenses
- Allocations of general overhead expenses
- Any expenditures incurred before the grant agreement is signed by both the grantee and CSIT;
- Any expenses for equipment and materials that Applicant does not use for the Project during the Project period; or
- Fees related to Conferences not associated with the Project



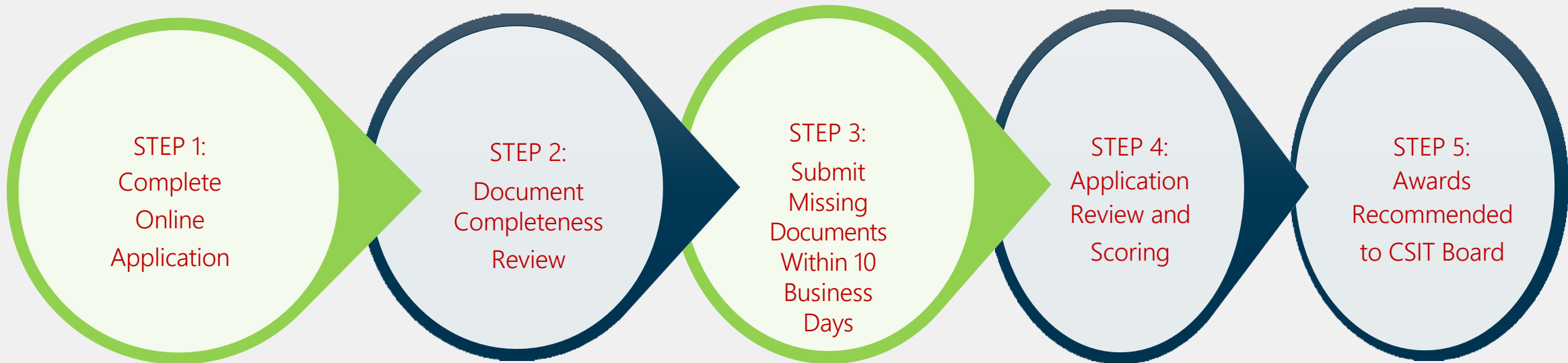
# Application Sections

## Clean Tech Seed Grant, Rd 3 & Catalyst Seed Grant, Rd 3



- Applicants are limited to a single application.
- Recipients of two or more active CSIT Seed or Demonstration Grants are ineligible for this Program.

# Application, Review and Approval Process



- For tax clearances, applicants will be given until February 16, 2024, to submit that document, or applications will be declined

# Eligibility Criteria – Clean Tech and Catalyst

PLEASE NOTE: Applicants are limited to a single application.

Recipients of two or more active CSIT Seed or Demonstration Grants are ineligible for this Program.

- Be authorized and in good standing to conduct business in NJ as evidenced by a current NJ tax clearance certificate listing CSIT. All certificates listing another state agency will be rejected.
- Have no more than fifty (50) full-time equivalent (“FTE”) workers (FTE calculated on a 35-hour work week) at time of application.
- Have a minimum of one (1) full time worker (calculated on a 35-hour work week). A worker may be the founder and may be paid or unpaid.
- 50% or more of the cumulative hours worked by all workers, founders, and contractors must be conducted in NJ (calculated on an FTE (Full Time Equivalent) basis – 35 hrs. per week).
- Have less than or equal to five million dollars (\$5,000,000) in prior calendar year sales revenue (excluding grant revenue).

# Required documentation

## What should I submit?

- Completed Online Application
- Proof of Concept
- Budget and Milestone Document
- Employee Information
- Summary of most recent Internal Payroll
- Most recent Company tax filing
- NJ Tax Clearance Certificate (CSIT)
- Minority/Woman/ Veteran Owned Business NJ Certification (if applicable)
- A copy of Executed University License Agreement with University (if applicable)
- Signed Application Certification
- Complete CSIT Legal Debarment Questionnaire
- For companies with a dba "doing business as", CSIT requires proof of NJ registration reflecting the same.

# Scoring Criteria

## How will my application be scored?

All applicants must achieve a minimum score of 70 in the following criteria to be eligible for a grant.

- Innovation (up to 30 points)
- Market opportunity and Strategy (up to 20 points)
- Implementation Plan -Budget and Milestones (up to 20 points)
- Economic and Broader Impact (up to 10 points)
- Team (up to 20 points)

## Bonus Points

- Company is using technology initially developed at a NJ university, under an executed license agreement with the same university (15 points)
- NJ certified women-owned business (10 points)
- NJ certified minority-owned business (10 points)
- NJ certified veteran – owned business (10 points)
- Primary place of business/research & development located within an opportunity zone eligible census tract or government restricted municipality (5 points)
- Has not previously received a CSIT grant or voucher (10 points)



Applicants must score a minimum of **70 points** on the scoring criteria to be recommended for an award or assigned bonus points

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# Terms and Conditions

## Sister Agency Checks

As part of the review process, CSIT conducts sister agency checks with the New Jersey Department of Labor (DOL) and Department of Environmental Protection (DEP) on all completed applications. To be recommended for an award, applicants must be in good standing with both DOL and DEP.

## Reporting

Grant awardees will agree that its employees; including founders and consultants will conduct at least 50% of the company's work (calculated on an FTE basis) in New Jersey for a period of three (3) years from the effective date of the Grant Agreement; failure to comply will trigger a requirement that the applicant make full re-payment of the grant award within sixty (60) days following such failure of compliance, or as otherwise stated in the Grant Agreement.

## Commitment to NJ

All grant awardees must commit to report economic impact data to CSIT upon the completion of program for a period of three (3) years as will be outlined in the Grant Agreement and by periodically submitting an Economic Impact Questionnaire provided by CSIT.

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## Important Information: **Read NOFA/FAQs**

### Application Portal

Application Portal will open: [December 12, 2023, at 9am.](#)

### CSIT Communication

Questions and inquiries should be sent to Franklin Dureke [csitcleantech@njeda.com](mailto:csitcleantech@njeda.com)  
& Mahako Etta [csitcatalyst@njeda.com](mailto:csitcatalyst@njeda.com)

All questions received and answers provided will be answered in the form of a Frequently Asked Questions (FAQ) document, which will be posted and continuously updated on CSIT's website

### Electronic Signature

Applicants may provide an electronic Application Certification by uploading a signed PDF, however, if an applicant prefers not to provide an electronic signature, the applicant may follow the instructions on the NOFA and online portal to provide a signature.



## Important Information (cont.)

### Missing Documentation

Applicants with missing documentation will receive an email notification from CSIT to submit or re-submit any missing or incomplete required documentation. Applicants with missing documentation will receive a resubmission letter from CSIT to supply any missing or incomplete documentation within ten (10) business days

### Failure To Provide Missing Documentation

Any application that does not include ALL the documents specified or contain documents that have not been completed will be considered incomplete and declined.

### Tax Clearance

Applicants are encouraged to obtain copies of NJ documentation early in the process of completing their application since some State systems may be experienced longer than usual processing times. For tax clearances, applicants will be given until **February 16, 2024**, to submit that document, or applications will be declined.



# How to Write a Winning Application



Be detailed and clear when describing your innovation



Start early and review before you submit



Fully answer each question



Do not rush through the Budget and Milestone Document



SUBMIT application before 5:00pm

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# Program Timeline

December 7,  
2023

Informational Webinar

December 12,  
2023

Application Portal open at 9AM EST

January 18,  
2024

Application Portal closes at 5PM EST

Awards are expected to be made by **Q1 2024**

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Application portal opens December 12, 2023

<https://www.njeda.com/csit/>

[www.njeda.gov](http://www.njeda.gov) – For Information on NJEDA programs

Thank you!

