

Sample Application

Catalyst Research and Development (R&D) Pilot Seed
Grant Program - Round 3

PLEASE READ BEFORE BEGINNING THE APPLICATION:

1. A document completeness review will be done as applications are received
2. Following the completeness review, applicants with missing documentation will receive a resubmission letter from CSIT to supply any missing or incomplete documentation within ten (10) business days. Applicants will be given thirty (30) business days to submit the tax clearance from the issuance of the resubmission letter. Applicants that fail to meet the resubmission deadlines will be declined.
3. Grants will be awarded to applicants with complete applications on a first come, first served basis.
4. Applicants can submit multiple voucher applications within a 12-month period, up to the \$40,000 maximum award amount

CSIT Catalyst and Clean Tech R&D Voucher Program (Rolling Application)

- Provides a Voucher grants up to **\$40,000**.
- The grant must be used for Research and Development Projects that require specialized equipment at a core research facility, lab or makerspace.
- Applicants can apply for either the Catalyst Research and Development Voucher Program Pilot, Round 2, or the Clean Tech Research and Development Voucher Program Pilot, Round 3. Applicants cannot apply for both voucher programs.

Projects must fall within the following industry sectors:

Clean Tech (R&D) Voucher Pilot Program, Round 3

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

Catalyst (R&D) Voucher Pilot Program, Round 2

- Advanced Manufacturing
- Advanced Transportation and Logistics
- Film and Digital Media
- Life Sciences
- Non-Retail Food and Beverages
- Professional and Financial Services
- Technology

SBIR/STTR Financial Assistance Grant Program Pilot Round 5 (Rolling Applications)

- **\$25,000** Direct Funding for Phase I, Fast Track or Direct to Phase II Federal award/contract winners ("Direct Funding").
- **\$50,000** Bridge Funding give to applicants that successfully completed Phase I of Federal SBIR/STTR program and have applied for Phase II funding but have not heard back. ("Bridge Funding")
- CSIT Direct Financial Assistance SBIR/STTR Program may only apply for one component (either a Direct Funding or Bridge Funding). Applicants cannot apply for both grants.

CSIT Catalyst and Clean Tech Seed Grant Programs – Round 3

- Provides a Seed grants up to **\$75,000**.
- The grant must be used for Research and Development Projects
- Applicants can apply for either the Catalyst Seed Grant Program Round 3, or the Clean Tech Seed Grant Program Round 3. Applicants cannot apply for both grants.
- Applicants are limited to a single application per grant program.
- Recipients of two or more active CSIT Seed or Demonstration Grants are **ineligible for this Program**.

Projects must fall within the following industry sectors:

Clean Tech (R&D) Seed Pilot Program, Round 3

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

Catalyst (R&D) Seed Pilot Program, Round 3

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

IMPORTANT DEADLINES: Catalyst and Clean Tech Seed Grant Programs – Round 3

- All required support documents to upload are listed at the end of the application. After submission, applicants will be contacted and given 10 business days to submit any missing documents. Applicants that fail to meet the deadline will be declined.
- Tax Clearance (upload a new tax clearance dated November 15, 2023, or after) – DUE February 16, 2024. Applicants that fail to meet the deadline will be declined.
- New Jersey State Certifications: Minority, Women, or Veteran Owned Business – DUE February 16, 2024. (If applicable)
- University License Agreement (Company is using technology initially developed at a NJ university, under an executed License Agreement with such university) – DUE February 16, 2024. (If applicable)

Applicant: Mahako Etta

Application ID #203583

Project: MAHAKO TEST
Product: Catalyst research and development (R&D) Pilot Seed Grant Program - Round 3

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Welcome

Thank you for applying to the Catalyst Research and Development (R&D) Pilot Seed Grant Program. 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 therapeutic drug discoveries from research stage into commercially viable products. The grant funds should enable Applicants to make significant progress and have a meaningful impact on their commercialization outcomes.

Eligibility

The company is conducting research and development in the area of

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

YES ▼

Does the company have a minimum of one full-time worker (Full-time calculated on a 35-hour work week). A founder can be counted as a worker; a worker may be paid or unpaid at the time of submission?

YES ▼

Does the company have no more than 50 full-time equivalent (FTE) workers (FTE calculated on a 35-hour work week) at time of submission?

YES ▼

Is fifty percent or more of the cumulative hours worked by all workers, founders, and contractors must be conducted in New Jersey (as calculated on an FTE basis of 35 hours per week) at time of submission.

YES ▼

Does the company have less than or equal to \$5,000,000 in prior calendar year sales revenue:

YES ▼

Has the applicant applied for or been issued a license, including a conditional license, from the New Jersey Cannabis Regulatory Commission (NJ-CRC) to operate as a cannabis cultivator, cannabis manufacturer, cannabis wholesaler, cannabis distributor, cannabis retailer, or cannabis delivery service; or does the applicant employ or intend to employ, or is the applicant itself, a certified personal use cannabis handler to perform work for or on behalf of a cannabis establishment, distributor, or delivery service?

NO ▼

If the applicant is a property owner, developer, or operator of a project: is the property being used or intended for use, in whole or in part, (1) by or to benefit a cannabis cultivator, cannabis manufacturer, cannabis wholesaler, cannabis distributor, cannabis retailer, or cannabis delivery service, (2) to employ a certified personal use cannabis handler to perform work for or on behalf of a cannabis establishment, distributor, or delivery service, (3) by a person or entity that has applied or intends to apply to the New Jersey Cannabis Regulatory Commission (NJ-CRC) for a license to operate as a cannabis cultivator, cannabis manufacturer, cannabis wholesaler, cannabis distributor, cannabis retailer, or cannabis delivery service or has applied for certification to be, or intends to employ, a certified personal use cannabis handler to perform work for or on behalf of a cannabis establishment, distributor, or delivery service?

NO ▼

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[? HELP / Assistance](#)**Company Information**

Legal Company Name
(Use link to validate Company Name):

DBA (doing business as) Name:

Provide a brief company description (150 words max)

Address of Company Headquarters (Address should match that of tax clearance):

Street Address:
Address Line 2:
City/Town:
State: ▼
ZIP Code:

Address of 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)
(EIN should match that of tax clearance):



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Worker Log

Please complete the worker log table. List all individuals 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. Do not include: Advisors, board members, etc.

Employee Name

Position

Type

Hours worked per week

Verification Document


Add Another Individual

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Diversity, Equity & Inclusion

In this section, we would like more information about the diversity of your organization. Answers have no impact on eligibility for assistance and providing information is optional, to be used for tracking purposes only. Within each of these questions, "Prefer not to answer" can be selected if that is the case OR if the question is not applicable to your organization..

With which of the following does the majority owner of the applicant organization self-identify (if applicable)?

- Minority
- Woman
- Veteran
- LGBTQ
- Disabled
- None of the above
- Prefer not to answer

Please select which of the following certifications the applicant organization currently holds:

- Small Business Enterprise (SBE)
- Disadvantaged Business Enterprise (DBE)
- Minority-Owned Business Enterprise (MBE)
- Woman-Owned Business Enterprise (WBE)
- Veteran-Owned Business Enterprise (VOB)
- Disabled Veteran-Owned Business Enterprise (DVOB)
- None of the above
- Prefer not to answer

Additional DE&I Information

In this section, we would like more information about any actions your organization has taken or is taking with respect to Diversity, Equity, and Inclusion.

Please describe whether your organization's leadership team is made up of a diverse group of individuals. Please provide as much detail as possible about the composition of your leadership team as it relates to groups that have been historically underrepresented (minority, woman, veteran, LGBTQ, disabled).

- Question is not applicable
- Prefer not to answer

Please describe whether your organization's Board of Directors is made up of a diverse group of individuals. Please provide as much detail as possible about the composition of your leadership team as it relates to groups that have been historically underrepresented (minority, woman, veteran, LGBTQ, disabled).

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Company Information

Do you have a NJ Minority-owned business state certification?

 ▼

Do you have a NJ Women-owned business state certification?

 ▼

Do you have a NJ Veteran-owned business state certification?

 ▼

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

 ▼

Has the company ever received a CSIT grant?

 ▼

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[? HELP / Assistance](#)**Primary Contact Information**

First Name:
Last Name:
Job Title:
Phone:
Email:
Race:

Ethnicity
Select all that apply:

- American Indian / Native Alaskan
- Asian
- Black or African American
- Pacific Islander / Native Hawaiian
- White
- Other
- Prefer not to say

Gender: Veteran Status: Disability Status:

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Project Description

Briefly describe the innovation that your company is developing (500 words max)

TEST

What is/are the specific problems/challenges that your innovation is trying to solve? (500 words max)

TEST

How will the innovation address these problems/challenges? (500 words max).?

TEST

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Incumbent Players

What/who are the incumbent players in the ecosystem and 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)

Name of Company	
Edit	Remove
	New Jersey Economic Development Agency
<input type="button" value="Add Additional Company"/>	
<input type="button" value="Continue"/>	

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Project Description

Describe the current stage of innovation development for the proposed project. Projects should have demonstrated **proof of concept but not be at the stage of product launch** to be considered for funding in the Round 2 Catalyst Research and Development Pilot Seed Grant Program (250 words max) **(Reminder: Proof of concept documentation will be required to upload at the end of the application)**

TEST

Are there any regulatory approvals required for the adaption of your innovation? Please describe how you plan to address these requirements.

TEST

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. (250 words max)

TEST

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

TEST

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Milestone and Budget

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

TEST


Please complete the Budget and Milestone document. Upload completed document at the end of the application. [Budget and Milestone Template](#) (use attached excel template)

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Go-to-market strategy

Describe your proposed business model. (e.g. manufacturing, license, manufacturing partnership) (250 words max)

TEST

Who are your target customers and how do you intend to market your solution to them? Please be specific(250 words max)

Test

How are you planning to scale-up your business in the next three-years (250 words max)

TEST

Economic and Broader Impact

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

TEST

Describe how your innovation aims to benefit society and contribute to the achievement of specific, desired societal outcomes. (i.e. Inclusion, STEM education and workforce, Public engagement, social well-being, partnerships, national security, economic competitiveness, infrastructure)? (100 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.

Team Member Name

Add Additional Team Member

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

Please note "Applicant" includes individuals and all types of entities applying for and receiving NJEDA financial assistance, incentives or contracts, including but not limited to: for profit businesses, non-profit organizations, municipalities, counties, colleges, universities and other institutions of higher learning.

Persons (entities or individuals) applying for NJEDA programs are subject to the Authority's Disqualification/Debarment Regulations (the "Regulations"), which are set forth in N.J.A.C. 19:30-2.1, et seq. 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. Municipalities, counties and state or 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. This includes (however is not limited to):

- entities or persons having an ownership interest in the applicant of 30% or greater;
- entities in which an applicant holds an ownership interest of 30% or greater and are either named in the application and/or agreement or will receive a direct benefit from the financing, incentive or other agreement with NJEDA; and
- other 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 NJEDA.

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

RELEVANT AFFILIATES

In accordance with the above, please identify any individuals or entities that hold a 30% or more ownership in the applicant:

Are there any individuals or entities that hold a 30% or more ownership interest in the applicant?

There are no individuals or entities that hold a 30% or more ownership interest in the applicant ▼

Applicant-Owned Affiliates

In accordance with the above, please identify any entities in which the applicant holds a 30% or more interest, and are either named in the application and/or agreement, or will receive a direct benefit from the financing, incentive, or other agreement with NJEDA.

Entity

FEIN # - if applicable

Other Affiliates

In accordance with the above, please identify any other entities not already identified that are either named in the application and/or agreement, or that will receive a direct benefit from the financing, incentive, or other agreement with NJEDA:

Entity

FEIN # - if applicable

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 the Authority, 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 identified 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.

2. Violation of the Federal Organized Crime Control Act of 1970, or commission of embezzlement, theft, fraud, forgery, bribery, falsification or destruction of records, perjury, false swearing, receiving stolen property, obstruction of justice, or any other offense indicating a lack of business integrity or honesty.

3. Violation of the Federal or State antitrust statutes, or of the Federal Anti-Kickback Act (18U.S.C. 874).

4. Violation of any law governing the conduct of elections of the Federal Government, State of New Jersey or of its political subdivision.

5. Violation of the "Law Against Discrimination" (P.L. 1945, c169, N.J.S.A. 10:5-1 et seq., as supplemented by P.L. 1975, c127), or of the act banning discrimination in public works employment (N.J.S.A. 10:2-1 et seq.) or of the act prohibiting discrimination by industries engaged in defense work in the employment of persons therein (P.L. 1942, c114, N.J.S.A. 10:1-10, et seq.).

6. To the best of your knowledge, after reasonable inquiry, violation of any laws governing hours of labor, minimum wage standards, prevailing wage standards, discrimination in wages, or child labor.

7. To the best of your knowledge after reasonable inquiry, violation of any law governing the conduct of occupations or professions of regulated industries.

8. Debarment by any department, agency, or instrumentality of the State or Federal government.

9. Violation of the Conflict of Interest Law, N.J.S.A. 52:13D-12 et seq., including any of the following

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CERTIFICATION OF LEGAL QUESTIONNAIRE AND AUTHORIZATION TO RELEASE INFORMATION

This certification shall be signed as follows:

- by applicant's General Counsel or Chief Legal Officer (recommended); or
- 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.

Electronic Signatures

Pursuant to written policy, the New Jersey Economic Development Authority allows documents to be signed electronically and hereby agrees to be bound by such electronic signatures. Please confirm that you, as a signatory to this document, also agree to be bound by electronic signatures.

Name:
Title:

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

12/5/2023 4:29:04 PM

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Required Documentation

All applications to the Round 3 Catalyst Research and Development Pilot Seed Program **must** include the following documentation:

- a. To evidence that proof of concept has been achieved for the project. Submit one of the following:
 - Description of the proof-of-concept results,
 - Published paper outlining results achieved,
 - Detailed description of patent application for proposed technology,
 - Successful completion of a federal SBIR/STTR grant or contract related to the project,
 - Confirmation documentation from a university tech transfer office if the project relates to technology that has been developed at a university.
- b. [Budget and Milestone Template \(use attached excel template\)](#)
- c. Employee information as appropriate for applicable company structure and staffing (i.e., most recent New Jersey 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 New Jersey Department of Labor (DOL). These confirmations are issued on an annual basis and are valid for a year. See <https://www.nj.gov/labor/ea/employer-services/leasing-companies/> for additional information on PEOs.
- d. Summary of most recent Internal Payroll (Q3 2023 or Q4 2023) indicating each employee name and number of hours worked per week. If **no** workers are receiving a salary nor is payroll conducted, please submit a signed letter on company letter head explaining that fact.
- e. Most recent company tax filing: Federal 941 and either an NJ-CBT-100 (Schedule A), Form-1065 or Form -1040 (Schedule C), as applicable, showing the total gross receipts or sales for the year.
- f. Current NJ tax clearance certificate (Tax Clearance must list: New Jersey Commission on Science, Innovation and Technology as agency name). See https://www16.state.nj.us/NJ_PREMIER_EBIZ/jsp/home.jsp DUE No Later Than February 16, 2024.
- g. If applicable, copy of Women/ Minority/Veteran owned business NJ certification <https://www.njportal.com/DOR/SBERegistry/Default/>. DUE No Later Than February 16, 2024
- h. If applicable, copy of Executed University License Agreement (Company is using technology initially developed at a NJ university, under an executed License Agreement with such university). DUE No Later Than February 16, 2024.

i. [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 Round 3 Catalyst R&D Pilot Seed Program" 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](#)



- [Application Manager](#)
- [Welcome & Eligibility Questions](#)
- [Company Information](#)
- [Primary Contact Information](#)
- [Project Description](#)
- [Milestone & Budget](#)
- [Go-to-market strategy](#)
- [Team Information](#)
- [Legal Questionnaire](#)
- ▶ [Attachments](#)
- [Submit](#)

Applicant: Mahako Etta
Company: NJ Commission on Science, Innovation, and Technolo
Project: MAHAKO TEST
Product: Catalyst research and development (R&D) Pilot Seed
Grant Program - Round 3

Application ID #203583



[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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