

**Grant Applications are submitted online at [SurveyMonkey Apply](#). If you require assistance with completing an application, please contact [fund@fuzehub.com](mailto:fund@fuzehub.com) or 518-768-7030.**

## March 2021 Manufacturing Grant Application Questions

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There is a \$75 fee for each submitted application. The next round of the grant competition will open on March 1, 2021 and close on March 31, 2021 at 4:00 PM EST. Prior to submitting an application, be sure to review the full March 2021 grant guidelines and FAQ.

### Project Information

**Project Title\***

**Project Category\* please identify the category that the project most closely aligns with:**

- Biotechnology & Life Sciences
- Advanced Materials
- Cleantech & Renewable Energy
- Big Data, IOT, IT, Sensors, and Other Enabling Technologies
- Advanced Electronics
- Agriculture & Food/Beverage Processing
- Other Advanced Technology

**Project Stage\* (please select one)**

- Pre-prototype
- Prototype
- Initial or low-volume production
- Established or high-volume production

**Project Type (please check all that apply):\***

- Adoption of new technology to enhance a process and/or product
- Prototype development
- Design for manufacturing
- Proof-of-concept manufacturing
- Manufacturing-related equipment purchase
- Manufacturing scale-up
- Other project to advance manufacturing or manufacturing capabilities

**Size of Company/Companies Involved in FuzeHub Project\***

Projects involving companies with 50 or more employees combined are required to contribute a match according to the sliding scale outlined in the Manufacturing Grant Guidelines, with at least 50% of the match in the form of cash equity. If an application includes multiple companies, the match requirement is based on the total number of employees of the combined companies. Please identify the total number of employees for all eligible companies in the



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proposal and select the corresponding checkbox. (The not-for-profit lead applicant is not considered in determining the number of employees.)

- 0-49 Employees – no financial match is required, but there must be a clear demonstration of leveraged resources
- 50-99 Employees – 0.25 to 1 match
- 100-249 Employees – 0.5 to 1 match
- 250-499 Employees – 1 to 1 match

**Amount of Grant Funding Requested from FuzeHub\***

Please enter a number from \$10,000 to \$50,000.

## Not-for-Profit Applicant Organization Information

**Legal Name of Not-for-Profit Applicant Organization\***

**If Not-for-Profit Applicant Organization is a University, the Subset of The University Must Be Identified, Such as College, School or Department.**

**Applicant Organization Employer Identification Number (EIN) / Tax ID Number\***

**Salutation**

**Applicant Contact Name\***

**Applicant Contact Title\***

**Applicant Physical Street Address\***

**Address Line 2**

**City\***



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**State\***

**ZIP / Postal Code\***

**Applicant Contact Phone Number\***

**Applicant Contact Email Address\***

## Company Information

**Company/Companies\***

Please select the number of company/companies involved in the project – this should be the small to medium-sized company/companies (SME) which will benefit from the project.

- 1
- 2
- 3
- 4
- 5 or more

[The information prompts will correspond with the number of companies selected. If you select 5 or more, you will be asked to provide information for the five main companies.]

**Legal Company Name (include DBA if applicable)\***

**Total Number of Current Employees Across the Entire Firm or Enterprise Worldwide\***

**Company Contact Name\***

**Company Contact Title\***

**Company Physical Address (New York Location)\***

**Company Address Line 2**



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**City\***

**State\***

**ZIP / Postal Code\***

**Company Contact Phone Number\***

**Company Contact Email Address\***

**Company Website Address**

**Company Headquarters Address\*** (if any part of the company is located outside of New York, please provide a brief explanation). This section must be completed if the company is incorporated outside of New York.

0 of 200 max characters

**Company Manufacturing Facility Address\*** (if there are more than one, please list the multiple addresses)

0 of 200 max characters

**D&B DUNS Number\* (manufacturing partner must be registered with D&B)\***

**Business Certifications:**

Does your company have a formal NYS business certification?

- Minority and Women Business Development (M/WBE)
- Veteran-Owned Business
- Service Disabled Veteran-Owned Business



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## Project Proposal – Application Questions

**Please provide a brief project description for media purposes.\***

Information contained in this 2-5 sentence description will be used for publication, should the project be awarded.

0 of 1000 max characters

**Please explain the not-for-profit role in this project.\***

0 of 500 max characters

**How is this project transformational, unique, or likely to lead to new or improved products or technologies?\***

0 of 1000 max characters

**Describe the expected impact on the company/companies involved in terms of relevant factors such as new/retained sales, cost savings, new investment, and/or jobs (provide supporting information if available.)\***

Include a timeline or timeframe of expected impacts.

0 of 2000 max characters

**Describe the organizations, companies, relevant personnel, team qualifications, team member roles, capacity to undertake the project, and overall project readiness.\***

The role of the not-for-profit applicant is required here.

0 of 2000 max characters

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**What is the estimated project timeline?\***

Please include relevant project milestones with tentative dates. Projects must be completed within one year of an award.

0 of 1000 max characters

**How will this proposed project benefit the applicant, the manufacturer and the manufacturing industry?\***

**Please describe the project deliverable(s) that will result from the collaboration within the FuzeHub project.**

0 of 2000 max characters

## Supporting Documentation

**Project Description\***

Accepted file types: PDF

A detailed project description must be uploaded to the online application form. This document may not exceed two pages, including any graphics, and must be in a font of a legible size (12pt Times New Roman or Calibri font). Any pages in excess of the two-page limit will not be reviewed.

**Project Budget\*** Maximum FuzeHub grant award is \$50,000

Accepted file types: Excel

The project budget worksheet provided by FuzeHub is the only acceptable format. The worksheet and any explanatory notes should not exceed two pages. Applicants are advised to review the project’s costs indicated in the Eligible Project Costs section of the guidelines.

- Please include **detailed** costs and explanations sufficient for reviewers to determine reasonableness of the budget and use of funds;
- The budget should make clear how the applicant is satisfying the match requirements, including any required cash and in-kind portions;
- Salaries that are expected to be reimbursed through FuzeHub funds must be presented in the budget. The project budget must include a justification narrative describing how the personnel costs directly relate to the project; e.g. salaries to the extent that personnel time is directly involved in the project;
- Travel costs must be clearly defined at the time of application and must include a justification narrative describing how the travel costs directly relate to the project.

Applicants should look at the budget file in “print preview” mode to confirm that the notes are visible.

**Letter(s) of Commitment From The Company(ies) Benefiting From This Project\***

Accepted file types: PDF

Upload letter(s) of commitment from the company/companies benefiting from this project as a single PDF file. Any company listed in the “Company Information” section of the application must provide a letter of commitment. If this letter is not provided, the application will be deemed incomplete and not be reviewed. This must be in PDF file format. Commitment letters must:

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- Affirm the need for and the anticipated benefits of the project; and
- Indicate approval of project description, scope of work and budget.

**Conflict of Interest Acknowledgement (University/College Applicants Only)\***

Accepted file types: PDF

Upload conflict of interest letter(s) as a single PDF file.

- **If no conflict of interest is present**, the university/college administrator should submit a letter acknowledging that there is no conflict of interest, and affirm that the university/college supports the project proposal.
- In cases where an applicant that is a university/college employs an individual who is also an employee of, or has a financial stake in a company that is part of the applicant team, FuzeHub considers such applicants to be eligible, provided that the application includes a letter of support from the university/college official responsible for overseeing compliance with the institution's conflict of interest policies. In these cases, the university/college administrator should submit a letter with the application affirming the institution's understanding of the employee's private sector interests as they relate to the project, and affirm that the university/college supports the project and deems it compliant with the institution's conflict of interest policies.

A conflict-of-interest template can be found in the resources section of the SurveyMonkey Apply platform.

**Optional Supporting Documentation: Relevant supporting documentation related to costs.** Accepted file types: PDF  
Applicants are permitted to submit documentation to support project budget costs, including, but not limited to:

- Third-party cost estimates;
- Quotes; and,
- Letters of support from companies that will benefit from equipment identified in the proposal.

## Confirmation

**I confirm that:\***

- This is the only application being submitted by this applicant organization. In the case of a university, up to three different centers or departments may apply. (Applicant has identified the subset of the University such as college, school or department.)
- The applicant and project team members have read and understand the FuzeHub [privacy policy](#).

In order to submit this form, you must check the confirmation boxes above.

Posted/Modified

February 26, 2021. Please check back to this site for updates and modifications to the application.



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