



KY INNOVATION

CATALYST FOR GROWTH
KYINNOVATION.COM

Application for Kentucky Innovation Investment (KIIP) SBIR micro–grant

IMPORTANT

KY Innovation, within the Kentucky Cabinet for Economic Development (CED), operates the Kentucky Innovation Investment Program (KIIP). KIIP exists to help those entrepreneurs and new companies land the highly competitive and prestigious SBIR/STTR federal grants. Assistance comes in the form of outreach, recruitment, analysis, expert grant writing assistance and post grant management assistance.

This grant provides financial assistance for activities that help companies explore new markets, identify new opportunities, and strengthen competitive SBIR/STTR submissions.

The information collected in this form will be used to determine your company's eligibility for KIIP micro-grant financial assistance. Submission of this form does not in any way obligate your company to accept assistance services. Your signature on this document does obligate your company to the terms and conditions contained within only if your company accepts an offer of KIIP micro-grant assistance.

Eligible companies may receive up to \$4,000 in KIIP micro-grant assistance for approved SBIR/STTR development activities. Stories and information related to your company's success resulting from assistance through the KIIP micro-grant and/or KIIP services will be shared with CED and SBA.

INSTRUCTIONS FOR SUBMISSION

Please save and email this document to [**SBIR@kyinnovation.com**](mailto:SBIR@kyinnovation.com) and indicate in the body of the e-mail that the signatures contained within the application are electronic and that you have chosen to file the application electronically. Also, please remember to put your company name in the subject line.

Your application will be reviewed and you will be contacted shortly regarding your request. If your company is determined to be eligible for KIIP micro-grant assistance, you will receive an expense pre-approval form with a list of qualifying activities, reimbursement rates, and any limits on assistance. You will also receive a disbursement request form to submit with proof of expenses. Prior to making any expenses, your company will need to identify the eligible services for which you plan to accept grant assistance, and return the necessary forms to the Kentucky Cabinet for Economic Development at [**SBIR@kyinnovation.com**](mailto:SBIR@kyinnovation.com)



U.S. Small Business
Administration

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**Application for Kentucky Innovation Investment Program (KIIP)
SBIR micro-grant
Year I (September 2019 – December 2019)**

INSTRUCTIONS FOR SUBMISSION

Please save this form to your computer, complete it, and email it as an attachment to SBIR@kyinnovation.com with your company name in the subject heading. Applications for KIIP micro-grant assistance are reviewed regularly. You will be contacted shortly regarding your request.

Date: _____

Company name:		
Street Address:		
Mailing address (if different):		
City:	State:	Zip:
Website:		

Contact:
Title:
E-mail:
Phone:

Primary NAICS Code:
FEIN:

Company Ownership

Please identify all owners of the company with 20% or more interest in the company, include parent companies for subsidiaries. If owners are legal entities, please identify the officers serving on the board of directors, management committee of the applicant or other governing body or appropriate principals with governing oversight of the applicant entity and provide the requested information. The Cabinet may run a background check on any individuals identified. If necessary, please submit listing on a separate document.

Company or Individual Name	Date of Birth	City	State	FEIN / Social Security Number	Ownership Percent

Is the applicant or its owner publicly traded? Yes No

GENERAL INFORMATION

Does your company have a currently active SBIR/STTR award?

Yes No

Is your business new to SBIR/STTR? Yes No

Has your company ever participated in a Cabinet for Economic Development program before? Yes No

If YES, what program and when? _____

How many employees does your company have in Kentucky? _____ Worldwide? _____

What were your company's approximate sales last year? _____

Has your company previously received assistance through KIIP micro-grant funds? (Answering yes will not disqualify your company from further assistance, but preference may be given to qualifying first-time applicants.) Yes No

PRODUCT INFORMATION

List and describe the product/technology your company produces or is considering producing.

Product/Technology	Brief Description	Currently Creating Revenue?	Type of End Users or Industries

Of the approved list of activities, mark the items your company plans to use assistance for:

- Participation in a trade show (ex. travel, registration, accommodations, shipping, etc.)
- Customized Market research
- Education on SBIR/STTR topics (ex. documentation, financing, compliance, etc.)
- Other _____

Commercialization Plan

1. Please describe your SBIR/STTR funded projects in the past 12 months.

2. Please list any specific grant activities of most interest to your company in order of priority.

3. Please describe your product's competitive advantage or market niche.

4. Please list any formal SBIR training your company has attended in the last year (in person or webinar).

5. Please describe what your company plans to achieve in SBIR development in the next 12 months.

6. Please describe what your company plans to achieve in SBIR development within the next 3-5 years.

7. What are your current marketing channels, if any?

8. Please describe your company's current methodology for researching new markets.

All expenses must be pre-approved by KY Innovation. Once awarded a KIIP micro-grant, you'll receive a list of qualifying activities, reimbursement rates, per company limits, and the form to request expense approval.

After approved expenses are made, the company will submit an expense form with invoices, receipts, and any other required supporting documentation. No supporting documentation dated before approval of expense will be considered for reimbursement. KY Innovation may request additional supplemental material as part of the review process.



Certification of Application

Eligibility for KIIP micro-grant financial assistance is determined by the information presented in this application. Any changes in the status of the company from the facts presented herein could disqualify the company from eligibility.

I, the undersigned, on behalf of the applicant, hereby represent and certify that the foregoing information is true, complete, and accurate to the best of my knowledge. I further certify this application does not contain any information for which any entity competing with the applicant may claim a proprietary interest. If approved for KIIP micro-grant assistance, I understand that my company may be asked to share information as evidence of SBIR/STTR success that may be realized through this assistance with CED and that this information will be reported as required to the U.S. Small Business Administration to measure the overall effect of the KIIP micro-grant funds on the growth of Kentucky's SBIR/STTR economy.

If my company should fail to share the required information, it may be required to repay to CED any KIIP micro-grant funds released as a result of the acceptance of terms and conditions contained in this document.

The undersigned has complied with all federal statutes relating to non-discrimination including, but not limited to, Title VI of the Civil Rights Act of 1974, which prohibits discrimination on the basis of race, religion, color, national origin, sex, sexual orientation, gender identity, or age. The undersigned has either adopted its own Title VI Implementation Plan, which will be made available for review by the Cabinet's Title VI Coordinator, or agrees to adopt the Title VI Implementation Plan of the CED.

The undersigned, on behalf of the applicant, acknowledges that information contained within the application and its attachments may be subject to public disclosure to the extent required by law pursuant to any request made under the Kentucky Open Records Act contained in Chapter 61 of the Kentucky Revised Statutes. Notwithstanding the above, except as otherwise agreed to by the applicant in writing, no confidential or proprietary information shall be disclosed if properly excluded from the disclosure under KRS 61.878 (as determined by the Authority, the Kentucky Attorney General or court of competent jurisdiction.)

Signature*

Date

Title

Company

* For Electronic Signature: The person responsible for signing the document may type his/her name in the signature field, but the name must be preceded by a "/s" (e.g., /s Jim Smith). An email is also required from the signer providing a statement certifying/authenticating the typed signature on the document is his/her signature.