



PROGRAM ANNOUNCEMENT AND REQUEST FOR PROPOSALS

West Virginia ChemAssist Program ... Providing Support to Early Stage Companies and Technologies in the Chemicals and Materials Sector

The Chemical Alliance Zone, Inc. (CAZ), dedicated to supporting and expanding the chemical industry and technology economy in WV, through its ChemCeption incubator and in partnership with TechConnectWV and the Charleston Area Alliance, has developed ChemAssist, a new program to support and assist early stage development of new companies and technologies in both green and traditional chemistry.

Through ChemAssist, technical assistance will be provided to entrepreneurs or early stage companies by CAZ through ChemCeption or by universities, the Mid-Atlantic Technology Research & Innovation Center (MATRIC), or other support entities. This assistance may include the following, depending upon need:

1. General Technology and Commercialization Consultation and Guidance
2. Economic Analyses, Estimations, or Assistance
3. Intellectual Property (IP) Evaluation and Assistance
4. Marketing/Competitor Evaluations and Assistance
5. Laboratory and Pilot Plant Assistance
6. Proof-of-Concept Studies and Evaluations
7. Sample Production for Customer and Market Testing
8. Engineering Evaluations and Assistance

Startup firms and entrepreneurs already housed in or working with ChemCeption may receive basic and general technical and commercialization consultation and guidance and similar support without going through this RFP process. However, applicants outside of ChemCeption or ChemCeption companies seeking additional support, such as proof-of-concept studies, sample production, and engineering evaluations from other parties, will be selected through the following application and review process, including review by an outside advisory panel.

ELIGIBILITY

- Must be a researcher, entrepreneur, start-up, small-to-medium firm, or similar entity **based in the following counties of West Virginia:** Barbour, Boone, Braxton, Cabell, Calhoun, Clay, Doddridge, Fayette, Gilmer, Grant, Greenbrier, Harrison, Jackson, Kanawha, Lewis, Lincoln, Logan, Marion, Marshall, Mason, McDowell, Mercer, Mingo, Monongalia, Nicholas, Ohio, Pocahontas, Preston, Putnam, Raleigh, Roane, Taylor, Tyler, Tucker, Upshur, Wayne, Webster, Wetzel, Wirt or Wyoming

- Must have a product, process, service, or other innovation or technology related to the **chemicals or materials sectors**
- Must have a product, process, service, or other innovation or technology that you are trying to commercialize or that has significant **commercial potential** (this is not a research fund)
- Must have a **specific and well-defined need** for funds (funds cannot be used for “operational support” ... for example, to pay staff for ongoing project work)

BACKGROUND

The U.S. Economic Development Administration awarded a grant to TechConnectWV for ScaleUp West Virginia, a project designed to integrate, expand, and leverage regional assets to foster technology-based innovation, support business expansion and small manufacturers, and encourage business formation in West Virginia. This grant includes \$50,000 to boost the commercialization of new technologies and innovations in the chemicals and materials sectors in West Virginia through ChemAssist, an amount that was matched with \$45,000 by the Charleston Area Alliance to be used in Kanawha County. Funds will be used for at least 2 and as many as 5 or more entities over the next several years as long as funds remain. Awards in response to this RFP will likely range from \$1,000 up to \$5,000.

APPLICATION INSTRUCTIONS

Please send proposals with the following information to Kevin DiGregorio (CAZ Executive Director and ChemCeption Director) at kevindig@suddenlink.net. Feel free to contact Kevin with questions and proposal ideas before submitting if needed as well.

- **Summary (No More than 1 Page)** ... Please provide a one-page summary, including a title, names of the individuals or entities submitting, and brief descriptions of: (1) the product, service, technology, business, or idea, (2) its commercial (market) potential, (3) the need for funds, (4) the use of funds, and (5) the amount of funds requested
- **Supplementary Narrative (No More than 2 Pages)** ... Only if needed, please provide a non-confidential narrative, including more details of the information in the Summary and other information deemed relevant, paying particular attention to how these funds will assist in the commercialization of the product, service, or technology
- **Budget** ... Please provide a budget for use of requested funds, including any other financial information deemed non-confidential and relevant (for example, project matching funds that may be available)
- **Biographical Information** ... Please provide short descriptions of any individuals or entities, including subcontractors, that would work on this project

Proposals will be reviewed by the ChemAssist Advisory Panel, a group formed to provide guidance and assistance, including: (1) selecting awardees for funds and (2) providing coordination and collaboration among organizations that assist researchers, entrepreneurs, start-ups, and small-to-medium firms in WV for potential additional assistance and support. Proposals will be accepted immediately and will continue to be accepted as long as funds remain over the next few years. Similarly, funds will be distributed as awardees are selected throughout the same time period.