

Rutgers TechAdvance™ Fund

Guidelines for Applicants

The main goal of TechAdvance is to enhance and accelerate the commercialization of technologies developed at Rutgers, by providing funds to advance early-stage development of promising technologies. The purpose of this document is to guide TechAdvance applicants when they fill out the TechAdvance Application forms (Parts 1 and 2). You can also visit our web site at techadvance.rutgers.edu for additional details and eligibility requirements.

- We encourage you to look at the document **TechAdvance - The Evaluation and Funding Process** (see [Applicant Resources](#)) to get a broader understanding of how the Fund operates.
- Please note that the main goal of TechAdvance is to enhance and accelerate the commercialization of technologies developed at Rutgers, through funding proof-of-concept and early-stage development of promising technologies. TechAdvance is **not** intended to support basic research projects.
- **Awardee's use of non-Rutgers consultants/contractors- IP assignment clause:** In an effort to retain the ability to commercialize your technology, Rutgers needs to secure the ownership of as much intellectual property related to your technology, as possible. Therefore, if you are awarded TechAdvance funding, **you** are required to ensure that any and all consultants and/or contractors engaged by you or your associates, will automatically assign ALL their IP rights to Rutgers by signing a legally binding agreement prior to beginning their collaboration with you. This will include any intellectual property directly, or indirectly, related to the technology underlying your TechAdvance project, that is created solely by them, or in collaboration with others, while doing work under the contract with your lab.
The Rutgers Procurement standard 'service provider agreement' does include language that addresses the above issue. Therefore, if in obtaining the services of a non-Rutgers consultant or contractor, you use a valid, unedited version of the Rutgers 'service provider agreement', you do not need to take any further steps regarding this issue. If you do not use an unedited standard 'service provider agreement', below is the language we recommend that you incorporate into the agreement to be signed by the non-Rutgers consultant/contractor. If you believe that due to the nature of the engagement between Rutgers and the consultant, the language below is not necessary or appropriate, you should approach TechAdvance, explain your position, and, if appropriate, you will get a written waiver from complying with the above requirement. There may also be cases where your consultant is required, under a valid contractual obligation, to assign his/her inventions to another entity. In those cases, please approach TechAdvance, and we will help resolve this matter.
- **Assignment of Inventions-** Consultant agrees that all right, title, and interest in, and to, any copyrightable material, notes, records, drawings, designs, inventions, improvements, developments, discoveries, ideas, and trade secrets conceived, discovered, authored, invented, developed or reduced to practice by Consultant, solely, or in collaboration, with others, during

the term of this Agreement and arising out of, or in connection with, performing the Services under this Agreement and any copyrights, patents, trade secrets, mask work rights or other intellectual property rights relating to the foregoing (collectively, “**Inventions**”), are the sole property of Rutgers. Consultant also agrees to promptly make full written disclosure to Rutgers of any Inventions and to deliver and assign (or cause to be assigned) and hereby irrevocably assigns fully to Rutgers all right, title and interest in and to the Inventions.

Please ensure this note is conveyed to any collaborators and consultants and they are in agreement.

- TechAdvance grants are awarded in amounts up to \$50,000 and all work must be completed within 12 months after the initial funds are awarded. TechXpress grants for awards up to \$15,000 are also available for smaller projects and work must be completed within 6 months.
- If your project is selected for a TechAdvance award, you will receive 50% of the funds at the beginning of the project period. The remaining 50% of the funds will be awarded either after you reach the first significant milestone in the project, or halfway through the project period, whichever event comes first. A TechAdvance Progress Report must be submitted to the TechAdvance team in order to receive the second tranche of the award at the appropriate time. TechXpress awardees will receive the full amount at the beginning of the project period.
- The budget for this project **does NOT need to include overhead**. The total awarded amount will be used to implement the project work.
- Since TechAdvance is an internal funding source, **faculty salaries may not be included** in the budget. Post-doc, student and technician salaries are permitted.
- Tuition may be included in the budget up to **a maximum of \$5,000** per application.
- TechAdvance awards are **not intended to fund the purchase of major capital equipment**. You may allocate no more than 10% of the award to the purchase of such items.
- The TechAdvance application requires you to submit very specific input from at least one potential licensee or industry partner. If you have not contacted any potential industry partners or licensees to date, you may **contact your Licensing Manager for assistance** with this effort.
- When completing your application, please keep in mind that significant university resources may be allocated to your project based on your input. We therefore expect that you will be diligent and judicious in providing all the requested information in an accurate and detailed manner.
- Please review the **Reviewer Evaluation Form** (see [Reviewer Resources](#) page) that will be used by our external industry Reviewers to evaluate your submission. It will serve as a good reference and help you to determine what you should emphasize in your application.

- Note that while the TechAdvance Reviewers have significant industry experience, they are not experts in your scientific field and may not be inclined to read endless pages of scientific documents and details. When completing your TechAdvance application please provide sufficient information to gain a basic understanding of your technology, its potential commercial value, what makes it unique, and the burning problem that you need to solve, but keep in mind that **Reviewers have limited time** and may get frustrated with overly-detailed applications.
- We are asking our Reviewers to pay extra attention to the proposed statement-of-work and budget. We therefore recommend that you prepare those two items in a judicious, cost-conscious manner.
- Please note that we do not intend to disclose the names of the Reviewers who review TechAdvance applications to applicants during the application review process. If, following the full completion of the funding cycle and review process, you are interested in connecting with one or more of the Reviewers, we will be happy to consider making an introduction upon request.
- In addition to formal Progress Reports, the TechAdvance team may also request a brief update on the progress of your project from time to time during the project period. Such updates may be given via phone, a brief email, or personal meeting. All successful applicants will also be required to participate in a TechAdvance Showcase Event during which they will present the results of their work and achievements during the TechAdvance project period.
- TechAdvance encourages you to explore other funding sources for the commercialization-oriented work in your lab. You can therefore apply to TechAdvance as well as other sources of funding for the same work. However, if you are awarded funding from another funding source for the same work, and elect to use the funding from that source, you must, immediately upon receipt, provide the TechAdvance team the notice of award for review, and withdraw your TechAdvance application.

You can contact the TechAdvance team any time via email at:

TechAdvance-Manager@research.rutgers.edu

Thank you for your interest in the TechAdvance fund! We wish you the best of luck with your proposal!

- The TechAdvance Team