

# South Dakota Proof of Concept Application

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## Purpose

The Proof of Concept program is to help support research to prove the feasibility of an innovation

## Application Process

- ❖ Complete the application form. Submit the application via email to the following individual:

Nadine Agneau – [nadine.agneau@sdgoed.com](mailto:nadine.agneau@sdgoed.com)

- ❖ Application should be a **maximum of 5-pages**.
- ❖ Up to \$25,000 may be requested in the itemized budget. Budgets cannot be used to pay principals or family members of the submitting company. A 10% match by the company must be included in the budget.
- ❖ The application will be reviewed for scientific/technical viability, business viability and the economic impact to South Dakota.
- ❖ If the application is approved, the project will be advanced \$5000 to help cover expenses as the project begins. The awardee may then submit documentation of actual expenses as needed to draw additional funds. A final payment of 20% of the award will be made after the final report has been submitted.
- ❖ If the research is successful, the award will be converted to a promissory note with terms of up to five years at 0% interest. Annual reviews are required.

## Questions?

If you have questions about the Proof of Concept program, please contact Nadine Agneau using the email address above or by phoning 605-773-4633.

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<b>Company:</b>					
<b>Point of Contact:</b>					
<b>Job Title:</b>					
<b>Address:</b>					
<b>City:</b>		<b>State:</b>		<b>Zip:</b>	
<b>Email:</b>					
<b>Phone</b>					

**How much cash has been invested in the business to date?**

**Please indicate sources of investment(s):** *(check all that apply)*

- |   |  |
|---|--|
| <input type="checkbox"/> Owner/Founder      | <input type="checkbox"/> Grants        |
| <input type="checkbox"/> Friends and family | <input type="checkbox"/> Angels        |
| <input type="checkbox"/> Venture Capital    | <input type="checkbox"/> Sales Revenue |
| <input type="checkbox"/> Loans              | <input type="checkbox"/> Other _____   |

**Other sources of investment:**

**Are you interested in pursuing a high-growth strategy which may involve raising money from outside sources, including venture capital and other funds?**

- Yes                       No                       Not Sure

**Are you aware that taking outside capital will result in decreased equity?**

- Yes                       No

**Does the ownership of the company fall into any of the following categories?** *(check all that apply)*

- |   |   |
|---|---|
| <input type="checkbox"/> African American | <input type="checkbox"/> Asian Pacific American |
| <input type="checkbox"/> Native American  | <input type="checkbox"/> Veteran                |
| <input type="checkbox"/> Hispanic         | <input type="checkbox"/> Women                  |

**Including you, how many full-time employees work for the company?**

**We only work with businesses located in South Dakota. By checking yes, you confirm you are either currently located in South Dakota or will agree to relocate here.**

- Yes

## Detailed Budget Worksheet

Please itemize the budgeted expenses up to \$25,000 for your Proof of Concept request. If multiple items are budgeted under a category, the separate costs for each item must be provided. The required 10% match must also be itemized in the budget.

Include budget justifications for items including identification of individual's salary, wages and benefits to be supported with funds, equipment purchases, materials and supplies, travel and contractual costs. Documentation of the 10% cost share will be required in the final report.

*Please note: Salaries for owners of the company are not allowed. Legal fees for incorporation and sales expenses and general business operating expenses are not eligible.*

Description	South Dakota Proof of Concept	Applicant Match		Total
		Cash	In-kind	
Personal Services				
Fringe Benefits				
Travel				
Equipment				
Supplies				
Contractual				
Other				
<b>Total Costs</b>				

## Project Description

Please attach a project description including the following sections. Please limit the project description, excluding biographical sketches, budget and letters, to no more than five pages.

**Abstract:** Provide an abstract (150 words maximum) with the following information:

- What is the innovation?
- What is the competitive advantage?
- Qualifications of the team
- Impact for South Dakota

**Background:** List and briefly describe the objectives. Briefly review the current status of the proposed work and include any pertinent IP status (disclosure, ownership, licensing arrangement, etc.), business development, preliminary data and competition or barriers to market entry.

**Work Plan:** Clearly and succinctly describe the technical/scientific and business tasks to be done, identify who will do each task and provide a timeline for completion of each task with milestones used to determine success.

**Commercialization Plan:** Outline your plan for bringing the innovation to market, identify partners you plan to work with and include documentation of their interest or potential interest if your proof of concept research is successful. Clearly identify the economic impact on South Dakota's economy in terms of job creation, partnerships with existing SD firms, etc.

**Biographical Sketch:** One page bio for each participant.

## Letters

Letters of commitment and support from investor and commercialization partners are required.

## Application Packet Must Include:

- Application form
- Timeline
- Budget
- Project description
- Letters & supporting documentation

## Submit Application To:

The application should be submitted via email to the following:

[Nadine.Agneau@sdgoed.com](mailto:Nadine.Agneau@sdgoed.com)