OBJECTIVES

The goal of the Harvard Climate and Sustainability Translation Fund is to accelerate projects towards one of the following outcomes:

(1) formation of a start-up company,
(2) licensing the technology to an established company, or
(3) securing follow-on industrial funding for continued R&D.

While all developmental goals will be considered, strong consideration is given to **projects with high potential to launch a start-up company**. Such projects, while faculty-led, **will benefit from** having a postdoc or final-year PhD student who is interested in being a member of the founding startup team.

PROJECT TYPES

➢ The Climate and Sustainability Translation Fund Awards are designed to support translational research aimed at extending preliminary results, establishing proof-of-concept, scaling up a product or process, and generating (or enhancing) intellectual property positions.
➢ Optionally, a portion of the budgeted activities may be outsourced to one or more external organizations, such as a software programmer or an engineering testing facility.

PROGRAM ELIGIBILITY

➢ Principal Investigators whose employer is Harvard University.
➢ Proposals focused on the applied sciences, physical sciences, computer sciences, or engineering.

FUNDING

➢ Awards are up to $100,000 per project.
➢ In certain circumstances, a higher amount will be considered, not to exceed $200,000.
➢ Funding will not be subject to Harvard indirect expense charges.

TERMS AND CONDITIONS OF THE AWARD

➢ The Principal Investigator will commit their time and effort, as appropriate, to lead and oversee the project.
➢ The project team will consist solely of the PI, Harvard postdocs, and grad students.
➢ All intellectual property, including background patents, must be assigned to Harvard, and teams should acknowledge Harvard's intent to license any resulting and/or background IP.
➢ Budget items may not include PI salary or capital equipment. Certain other types of expenses are also excluded.
➢ Each awarded project team will submit quarterly written reports of approximately one page, followed by a final report at the conclusion of the project. Each team will also be expected to meet quarterly and at the conclusion of the project with the Office of Technology Development (OTD) and Salata Institute team to discuss their progress, particularly against the milestones defined in the funded proposal. Projects should include at least 3 milestones over the course of the grant year. Reports and updates shall be provided both to the faculty member's lead contact at OTD and to Sam Liss, Executive Director, Strategic Partnerships at OTD.
➢ Project teams aiming to launch startups are expected to have regular meetings with OTD, in coordination with The Grid, to discuss startup formation, and that include, where appropriate, entrepreneurs-in-residence and other external mentors. The frequency and attendees at these meetings may vary amongst project teams.
➢ A final report will be due within thirty (30) days of completion of the project.

PROJECT DURATION

➢ Projects should last up to 12 months.

APPLICATION TIMING AND PROCESS

- 2-page pre-proposals with preliminary budgets are due on Monday, April 22, 2024, emailed to Sam Liss at Sam_Liss@harvard.edu.
- Pre-proposals will be reviewed, and a subset of applicants will be invited by Monday, May 6, 2024, to submit full proposals.
- Full proposals with detailed budgets will be due on Monday, June 3, 2024. Applicants will be asked to present to the Advisory Committee. The Advisory Committee, tasked with selecting those projects to be funded, is comprised of Harvard faculty and local venture capitalists with relevant backgrounds and expertise.
- The Advisory Committee meeting to select the projects to be funded will be held in August 2024. The meeting date will be set by early July.
- Awardees will be announced soon after the Advisory Committee meeting.
- All submissions must be received no later than 6:00 pm on the respective due date, in Microsoft Word (.doc/.docx) or Adobe Reader (.pdf) format. Pre- and full proposals should be submitted by email to Sam_Liss@harvard.edu. The subject line should read "Climate and Sustainability Translation Fund Proposal."

SELECTION CRITERIA

- The review criteria will consider:
  - the ability of the project to be commercialized either via
    - the creation of a financially self-sustaining startup launched by the project team and including members of the project team who are considering joining the startup on a full-time basis,
    - A license to an existing company that will serve as the project's commercialization partner,
  - the existence of (or possibility of filing) intellectual property,
  - the delineation of a clear R&D roadmap detailing how Translation funding will lead to a value-creation inflection point, and
  - those projects that could result in a start-up company.

IMPORTANT DATES

Monday, April 22, 2024	Deadline to submit pre-proposals.
Monday, May 13, 2024	Teams selected to submit full proposals are notified.
Monday, June 10, 2024	Deadline to submit full proposals.
August, 2024	Teams submitting full proposals present to Advisory Committee. Funded projects selected and teams are notified shortly thereafter.

Please find on the following pages, details of the required format for pre-proposals and full proposals.

FORMAT FOR PRE-PROPOSALS

Project pre-proposals should be no more than 2 pages long, excluding any cover page.

The emphasis should be on defining what the next value-creation inflection point is, and articulating how it will be achieved by way of a technical plan with well-defined milestones and a corresponding budget.

PAGE 1: COVER PAGE

Summary Information
- ➤ Title of Proposal
- ➤ Type of Project
- ➤ Requested Period of Performance
- ➤ Total Funding Requested
- ➤ Existing Intellectual Property (patents, copyrights)

Abstract

Contact Information (to be provided for each Principal Investigator)
- ➤ Name and Title of Department, Division, Center, and/or Laboratory
- ➤ Telephone Number
- ➤ Email Address

PAGES 2–3: PROJECT PROPOSAL

Technical Background and Commercial Significance
- ➤ Briefly describe recent relevant research, including others in the field, and your prior work, if any.
- ➤ Describe any key risks to the success of the project.
- ➤ What problem are you addressing, both technically and commercially, and what is its novelty?
- ➤ Provide high-level thoughts on the size of the market, such as the number of people affected, target users, number of customers, market size, etc.
- ➤ Describe what you envision as the commercial product.

Project Plan
- ➤ Summarize the experiments you will perform to de-risk the project so that it will attract external investment.

Key Personnel and Collaborators
- ➤ List of individuals/organizations required to complete the project.

Budget (funding will not be subject to Harvard indirect expense charges)
- ➤ Total amount requested.

APPENDIX (OPTIONAL)

Relevant publications / manuscripts

FORMAT FOR FULL PROPOSALS

Full project proposals should be no more than 10 pages long, excluding the cover page.

The emphasis should be on defining what the next value-creation inflection point is, and articulating how it will be achieved by way of a technical plan with well-defined milestones and a corresponding budget.

COVER PAGE: PI NAME AND DEPARTMENT, PROJECT TITLE, TOTAL BUDGET REQUEST

SECTION 1: PROJECT SUMMARY OR ABSTRACT

A. Describe the commercial need, problem or opportunity, and significance of the technology.
B. Describe the potential benefits of the proposed project with respect to advancing the technology.
C. State the major research objectives of the project and how these align with a future commercial product.

SECTION 2: DETAILED PROJECT DESCRIPTION

I. **Project Plan and Objectives**
   A. Provide a brief introduction to the area of investigation.
   B. Describe your specific research objectives and summarize the experiments you will perform to achieve each.
   C. Estimate the cost and time required for completion of each objective.
   D. Describe the anticipated results where possible.
   E. Provide a work performance schedule or Gantt chart.
   F. Propose a minimum of 3 key milestones or checkpoints for the project.

II. **Related Research and Research Support**
   A. Describe significant recent research related to this proposal including your work and others in the field.

SECTION 3: INTELLECTUAL PROPERTY

A. Provide a brief description of any inventions you have already made related to the proposed project or IP that you intend to develop over the course of the project. Please summarize how this IP enables and distinguishes the products that might ultimately be developed.

SECTION 4: DETAILED BUDGET

A. The project may be structured such that some, or even a large portion of the approved, budgeted activities will be outsourced to one or more approved entities (e.g., contract research laboratories/organizations, engineering/design firms).
B. The budget should not include expenses for PI salary, travel, or significant capital equipment (i.e. equipment should not be a significant portion of the budget).
C. The budget may include expenses for materials, CNS access, PhD student or postdoc salaries.
D. The funding is not subject to indirect expense charges.

SECTION 5: KEY PERSONNEL & COLLABORATORS

A. Include any personnel at Harvard who will work on the project.
B. If you would like to work with an external mentor/advisor/expert, please let us know. Through our networks, we can locate an appropriate person who can assist the team as a technology or market (or other) expert. It would be expected that you meet with this individual regularly along with your BD team from OTD and the Executive Director of The Grid.

APPENDIX – MANUSCRIPTS/PUBLICATIONS

A. References to published manuscripts are sufficient – please do not attach multiple manuscripts to your submission.