

APPLICATION
Standard form and instruction of the description of the research project (in English)

[Project Name]

[Principal Investigator Last Name]

- **Executive Summary**

[Provide a brief one paragraph overview of your pre-proposal, i.e. the technology you are developing, societal or economic problem it might solve, and what you plan to accomplish once your project is supported.]

- **Problem statement - постановка проблемы**

[Provide an overview of the problem you propose to solve. What is the potential societal, academic and market impact? What is the customer "pain" that you are attempting to address? Compare to existing solutions: why is your solution better? Concrete market data supporting your statements is encouraged.]

- **Prior Art**

[What are the alternative or competing technologies? Elaborate on the benefits of the proposed approach over current or competitive approaches (even if the competitive approaches are not technically similar). To the best of your knowledge, what is the prior art in this area – by you and others? List publications, patents, and patent disclosures. Comment on the novelty of your proposal with respect to this prior art. Comment on the IP implications of this prior art; for example, will other patents have to be licensed in order to practice your technology? Please comment on whether this is an extension of existing research or something totally new for your team.]

- **Proposed Approach**

[Briefly describe the proposed project and how it addresses the problem. This should be a high level description that can be understood by someone only moderately familiar with the field. Clarify the current status of the innovation and any related intellectual property. Emphasize the *benefits* and *novelty* of the project, with respect to the team's prior work and current approaches. Graphics are encouraged.]

- **Commercialization market**

[What do you envision to be the key next step to making impact with this innovation (e.g., sponsored research support, licensing, venture financing)? What is the time frame? Describe the technical and market uncertainty as well as the risks that might be preventing this idea from proceeding along that path. How would the Program funding and support may help reduce the uncertainty to advance the project to the key next step?]

- **Milestones and Deliverables (please, fill in form A)**

[Briefly describe your research plan in Form A. List the expected deliverables that you propose to achieve *within the proposed time line of the project* and at the end of the project – code, prototype, data proving feasibility, etc. Explain what target properties or performance would be considered as success at each stage. There should be at least one milestone identified for each 3-4 month of the project. Describe final outcome of the project as a set of technical parameters and/or functional features in the table below].

Project deliverables table:

Parameter / feature	Value / description	Method of measurement / evaluation approach
#1.		
#2.		
...		

- **Team and Collaborations**

[List team members – **not exceeding 4-5** and collaborators and describe their roles in the project. Note: Collaborations are not required, but are welcome. Please disclose financial interest or affiliation (if any) that investigators have with organizations outside home institution. Have any of the team members established a start-up related to the work? Research team members must identify any financial interests in companies or other organizations related to the proposed project. Where there are relationships, the researchers should address how potential conflicts of interest will be managed to insure objectivity in the research funded through this project.]

Employees

Name and surname	Position	Project role	Major tasks and works to be performed in the project

Collaborators and Subcontractors:

Individual / Company	Position / Contact person	Project role	Major tasks and works to be performed in the project

- **Resources and Budget (please, fill in form B)**

[Approximately what resources (Lab Equipment, Research-related travel, Research start-up budget including consumables and supplies, paid services, etc) do you require to complete the project? Funding requests up to 1 500 000 rubles for 9 months to 12 months (*said amount is valid for the current year, and could be changed for performing the Program in subsequent years*) will be considered with strong budget justification. Term of funding should not exceed 12 months. Equipment costs should not exceed 50% of total budget. Subcontractor costs should not exceed 40% of the budget at each project year]

- **Funding**

[Have you sought other sources of funding? Please identify other sources of funding that have been used, or might be used to co-fund this work at various stages of the project.]

FULL PROPOSAL INSTRUCTIONS:

- DO NOT EXCEED 10 PAGES (not including Form A and graphics – additional images and graphics are encouraged) Please do not change the font or margins. Please minimize file size and the resolution of the graphics for the convenience of our reviewers.
- THE MAXIMUM FILE SIZE IS 10MB. You should submit your full proposal as a pdf file.
- IMPORTANT: PLEASE USE THIS FORMAT TO NAME YOUR FILE AND SAVE AS .pdf: CEI_UVP_PILastName_Full_Proposal_Spring15

e.g., *CEI_UVP_IVANOV_Full_Proposal_Spring15*

Note: PI is Principal Investigator

- If you are submitting more than one pre-proposal in this round, it is important to differentiate the files by adding 1 and 2 after PI's LastName –

e.g., *CEI_UVP_IVANOV 1_Full_Proposal_Spring15 and*

CEI_UVP_IVANOV2_Full_Proposal_Spring15

- TO SUBMIT YOUR FULL PROPOSAL: Your proposal need to be submitted electronically on the due date to **UVProgram@skoltech.ru**

- You will receive an e-mail confirmation. If you do not receive a confirmation e-mail within a day of submission, please contact us.

NOTES:

- 1) *THIS PROPOSAL WILL BE REVIEWED IN CONFIDENCE BY OUR REVIEW PANEL.*
- 2) *SUBMITTING A PROPOSAL DOES NOT CONSTITUTE A PUBLIC DISCLOSURE.*

Criteria for the project evaluation

- Will the Program help move the technology towards commercialization?
- Is this technology likely to be spun-out of Skoltech within 3-5 years?
- Is this a totally novel, unique, and potentially disruptive technology? Would the faculty member be taking a risk (vs. doing an extension of existing work)?
- Will this result in a “high reward” by addressing real market needs if successful?
- Would this technology have broad, fundamental implications? Cross-disciplinary applications are especially desirable.
- Is there an opportunity for creating new IP? Lack of prior IP or publication is a plus.
- What is the likelihood of technological success? Is the scope appropriate for the requested budget? High risk is OK, as long as feasibility can be determined within one year.
- Is the program support - such as funding, partnerships, and mentoring - critical to the success of this idea?
- Is the PI eager to participate in programs and partnerships early on to increase likelihood of commercialization? Will the PI be a role model in encouraging innovation and entrepreneurship in his/her lab or department? Is this team eager to benefit from the mentors (catalysts) support within the program?

NOTE: THIS LIST OF CRITERIA AND THE FORM WERE IMPLEMENTED FROM MIT DESHPANDE CENTER.

DRAFT

Form A. Project milestones and scope of work (sample form).

	Project activities	Expected outcomes and deliverables
Milestone 1, Date	<ul style="list-style-type: none"> - R&D activities including: I.1 ... I.2 ... - Patents search and analysis - Analysis of potential applications and customers - Analysis of the first milestone outcomes including proposed changes to project deliverables - Project outreach and getting feedbacks 	<ul style="list-style-type: none"> - <i>(list of the expected results)</i> - Patent map, strategy to apply for patent - Project non-confidential summary, <i>(list of 4-5 companies in world and in Russia to be contacted)</i> - The milestone accomplishment report, updated project deliverables. List of conducted meetings and presentations. - Feedbacks
Milestone 2, Date	<ul style="list-style-type: none"> - R&D activities including: I.1 ... I.2 ... - Making samples and/or prototypes, meetings and presentations, including: ... - Analysis of the milestone outcomes including proposed changes to project deliverables - Reporting technology disclosure 	<ul style="list-style-type: none"> - <i>(list of the expected results)</i> - <i>(list of samples and/or prototypes for demonstrations, to whom they will be shown)</i> - The milestone accomplishment report, updated project deliverables. List of conducted meetings and presentations. - Filled-in online form
Milestone..., Date
Final milestone, Date (Project end)	<ul style="list-style-type: none"> - R&D activities including: I.1 ... I.2 ... - Making samples and/or prototypes, meetings and presentations, including: ... - Analysis of the project outcome and feedbacks - Preparing data for patent application 	<ul style="list-style-type: none"> - <i>(list of the expected results and project deliverables)</i> - <i>(list of samples and/or prototypes for demonstrations, to whom they will be shown)</i> - The project accomplishment report (including full list of conducted meetings and presentations, explanation of how feedbacks changed the project). - Patent application

Form B. Project budget request.

N	Budget Item	Comments	Quantity	Duration, years	Amount, RUR, total for project	2015	2016	Limits
I Personnel								
1	Postdocs							<60% of total amount
2	PhD Students							
3	Research Staff (technical)	<i>academic PSA,</i>						*
4	Visitors	<i>non-academic PSA</i>						
II Research funds								
5	Other direct professional services	<i>consultants, companies</i>						*
6	Lab Equipment	<i>CAPEX, >40 000 RUB</i>						<50% of total amount
7	Lab Materials	<i>OPEX</i>						
8	Non-capits IT equipment and consumables	<i>OPEX</i>						
9	Software licenses	<i>OPEX</i>						
10	On-Line Services and subscriptions							
11	Travel and representation expenses							
12	Students education related travel							
T O T A L, RUR					0			

** total amount <40% of total amount*

Re-allocation of funds between budget lines within the above budget will be determined by research policies (to be supplied by the Research Office) and requirements of STRIP Program