

FDTTI Application Guidelines

The Fort Detrick Technology Transfer Initiative (FDTTI) program is a proposal based technology transfer funding program for small business demonstration/development projects in collaboration with the U.S. Army Medical Research and Materiel Command (USAMRMC). The objective of the program is to allow companies with technology that meets the Army's pre-defined medical technology needs to do proof of concept, demonstration or reduction to practice development projects to show the degree to which the company's technology can meet the Army's medical technology needs. Each proposal should be clear and concise and provide information about the proposed project that allows FDTTI evaluators to assess the project's technical, military, and commercial merit.

To be eligible for FDTTI funding, a company must:

1. be developing a technology that addresses a pre-defined medical technology need of the U. S. Army.
2. obtain a letter of support from an Army leadership position stating that the proposed project addresses such a need
3. be in good standing in the state in which it is incorporated and any state in which it does business
4. finalize, as part of the closing on any award, a written agreement with TEDCO that formalizes the role that key participants will play in the proposed project.

There is no mandatory format for FDTTI proposals. Each proposal should use the space required to make the case for funding. Note that there is no proposal page limit although typically proposals are in the range of 15 to 20 pages. The overall content of an FDTTI proposal is indicated in outline form below. It is not required that this be the format of the proposal, but that the information indicated be included in the proposal. If existing documents are appended to provide some of the information, there should be a clear executive summary to highlight the key points. Any critical information in appendices must be referenced explicitly in the proposal narrative.

Proposals submitted by the fifteenth of the month will be submitted to the review process. A funding determination will be made within 60 days).

A FDTTI Proposal must include a non-proprietary abstract of the project proposal. The basic company and collaborator information and abstract will be made publicly available by TEDCO and should not contain any proprietary information. Proprietary information submitted as part of the proposal shall be clearly marked as "Proprietary." Information marked "Proprietary" will be held in confidence.

A letter from the collaborating entity, the USAMRMC lab, confirming that a formal agreement with the company is in place or in process needs to accompany the proposal. This letter needs to state the Army medical technology need that is to be met and the Army's interest in the proposed FDTTI project.

- A. Introduction
 - a. Description of the company
 - b. Commercialization Plan Overview¹
 - i. Description of the market for the technology being developed
 - 1. Who is the target market
 - 2. What is the size of the potential market
 - 3. How will the market needs be met with specific products/services
 - ii. Who is the competition for this market
 - ii. What are the plans to commercialize the products or services?
 - iii. Downstream Funding Plan
 - 1. What specific funding sources will be approached to finance continuation of commercialization plan?
- B. Project Technical Proposal
 - a. Explanation of the product/service to be developed
 - b. Explanation of how the project fits within the commercialization plan
 - c. Details of the proposed project, including
 - i. Specific technical milestones
 - ii. If applicable, a drawing or schematic of the project
 - iii. Description of the work to be performed with sufficient technical detail to enable an expert to assess the project
 - iv. Personnel involved with a summary of their qualifications
 - v. Budget
 - 1. Amount requested from FDTTI
 - 2. Company-provided matching funds (if any)
 - 3. Personnel percentage of time devoted to project and their salary/benefits
- C. Information on related intellectual property (IP) protection (usually patents)
 - a. Description of patents or other IP owned or licensed by the company
 - b. Major terms of any technology licenses on key IP
 - c. Brief summary of potential competing IP
- D. Explanation of the collaborative connection with the USAMRMC lab
- E. Description of the management and technical staff and their experience
- F. Financials
 - a. Historical statements or Projections - cash flow, income statements and balance sheet for 3-5 years (if available)
 - b. Assumptions on which financial projections are based

An incomplete proposal will result in a poor evaluation or may be returned without evaluation.

¹ It is permissible to attach existing business plans to provide additional information about the commercialization strategy to be employed