

UB CAT RFP GUIDELINES

Request for Proposals:

UB CENTER FOR ADVANCED TECHNOLOGY IN BIG DATA AND HEALTH SCIENCES (UB CAT)

You are invited to submit a project proposal to the UB CAT in Big Data and Health Sciences for the September 1, 2024 – June 30, 2025 award period.

Before submitting your Letter of Intent, please follow the steps below:

1. Review full RFP for program details.
2. [Review Letter of Intent](#)
3. View [UB CAT overview presentation](#)
4. Email UBCATprogram@buffalo.edu to schedule a meeting in person or by phone to discuss project proposal and details with CAT staff.
5. **Submit completed Letter of Intent [online](#) by March 1st, 2024. If the project is in alignment with the CAT focus area, you'll be invited to submit a full project application.**

THE UB CAT

The UB Center for Advanced Technology in Big Data and Health Sciences (UB CAT) funds project cost sharing grants for university-industry collaborations focused on the intersection of big data and health sciences. More specifically, the UB CAT supports New York State health sciences companies utilizing big data to solve challenges and commercialize new products and technologies such as medical devices, drug development, diagnostics, and healthcare IT.

New York State based companies that are interested in applying for UB CAT funding are required to contribute matching funds (cost sharing funds) to their project (see “Eligibility and Project Requirements” below for details).

In addition to funding, the UB CAT offers significant cost savings through reduced indirect cost rates, access to shared equipment and reduced rates on select University services and preferred University pricing through many vendors.

To learn more about how the UB CAT can help your business, please [view our informational webinar](#).

TECHNOLOGY FOCUS AREA

The UB CAT in Big Data and Health Sciences (UB CAT) was awarded a ten-year designation from Empire State Development’s Division of Science, Technology and Innovation (NYSTAR) in 2017. The UB CAT’s focus area is the intersection of big data and health sciences, particularly as it relates to pharmaceuticals, diagnostics, medical devices, and healthcare IT.

Applications submitted for UB CAT projects must demonstrate alignment with the new technology focus of big data and health sciences.

ELIGIBILITY AND PROJECT REQUIREMENTS

UB CAT project applications are selected for funding based on the following criteria:

- Proposed project has a big data and health sciences component, particularly related to drug development, diagnostics, medical devices, and healthcare IT
- Company sponsor is registered in NYS and has an office location in NYS
- Company has at least 1 full time employee (or equivalent)
- Company has available matching funds for project cost sharing*
- Commitment of a University at Buffalo Principal Investigator**
- Scientific, technical, and innovative merit
- Demonstrated need for support of project
- Appropriateness of budget items within UB CAT guidelines
- Ability to successfully complete project between September 1, 2024 and June 30, 2025
- Potential economic impact for New York State***

** UB CAT matching funds are limited to a ratio \$1.50 (company cash):\$1.00 (CAT funds) for small companies (<100 employees) and \$3.00 (company cash):\$1.00 (CAT funds) for large companies (>100 employees). Companies may choose to contribute a greater cash match to increase the overall budget. When using a subcontracted SBIR, STTR federal award as match, the minimum match is \$2.00 federal award:\$1.00 CAT. The UB CAT may provide match of up to \$100,000 for each project. Typical CAT match contributions range between \$10,000 and \$60,000.*

*** All projects are subject to State University of New York intellectual property policies. Principal Investigator eligibility is dependent on policy guidelines at the University at Buffalo (<https://www.buffalo.edu/administrative-services/policy1/ub-policy-lib/principal-investigator-eligibility.html>).*

**** Economic impact resulting from a project is defined as an increase in company sponsor revenues (federal, non-government, product-based), cost savings to company, new jobs created, jobs saved, capital expenditures by company sponsor, intellectual property development, new company start-up opportunity or company relocation / expansion in New York State. Companies that receive CAT funding are required to provide annual economic impact reports for five years.*

WHO SHOULD APPLY

The UB CAT project application is open to NYS companies who meet the “Eligibility and Project Requirements” above.

If you are a **company representative** with a potential project, please contact us directly to facilitate introductions with appropriate University at Buffalo Principal Investigators, if needed.

If you are a **researcher** with a potential project and a target New York State company, please contact us directly to facilitate any appropriate introductions within our business network.

APPLICATION PROCESS

Step 1: Review the RFP

The annual request for proposals is issued in January with Letter of Intent due date of March 1st 2024. Projects will be selected to proceed to a full application based on the Letter of Intent, and if invited to submit a full application, a full application will be due April 15th 2024. [View the UB CAT webinar](#) for more details on the program.

Step 2: Assistance with Proposal Development

To assist applicants in submitting a quality project that fits their needs and aligns with the UB CAT’s mission and program guidelines, **program staff will be happy to meet to address specific questions related to your proposal.** Please email UBCATprogram@buffalo.edu to schedule a meeting (either in-person or by phone) as early as possible.

Please be sure to include the following information in your meeting request:

- ✓ Your Name,
- ✓ Company Name
- ✓ Phone number
- ✓ A link to your company website
- ✓ Name of Principal Investigator associated with your project (if you have one)

Step 3: Identify, meet and develop a proposal with a UB faculty collaborator who can act as Principal Investigator (PI) for the project. If you are unsure which investigators could help, please contact UBCATprogram@buffalo.edu (step 2) as we can help identify and facilitate introductions to potential Principal Investigators.

Step 4: Submit a [Letter of Intent](#) with a short summary of the project by March 1st 2024. If you are not already in contact with us, the CAT team will contact you to discuss your project plan and ensure eligibility.

Step 5: Projects will be selected to proceed to a full application based on the Letter of Intent, and if invited to submit a full application, template application form will be sent to you. Full applications, with project narrative, budget, and necessary signatures from company and principal investigator should be submitted via email to UBCATprogram@buffalo.edu by April 15th 2024.

BUDGET GUIDELINES

- Expenses must directly relate to the scope of work of the applied research project. The CAT does not pay for general operating expenses.
- All project expense administration must adhere to SUNY RF and NYSTAR purchasing guidelines.
 - Vendors must be established companies with an FEIN. Sole proprietors/independent contractors require advanced approval.
 - Travel costs are strictly limited and require prior approval.
 - Purchases over \$10,000 to a single vendor require special considerations and documentation and may take longer to process.
- UB CAT project support is awarded on an annual basis. Both UB CAT and company sponsor matching funds must be expended by the close of the University fiscal year, June 30, 2025.
- UB CAT project funds can be used to pay for expenses associated with University personnel and for purchasing supplies, materials, testing or other contracted services and equipment related to the project.
- Overhead costs for UB CAT projects are limited to 15% of salary and fringe benefits for University personnel.
- Equipment (item > \$5,000) purchased using project funds (CAT or company sponsor) is considered property of the CAT and eligible for use in future projects. Equipment purchases must follow University property policies and NYSTAR program policies.
- **Funds CANNOT be expended for:**
 - Rent, capital construction, rehabilitation, renovation, upgrading of existing space or infrastructure, telecommunications, utility costs, legal expenses, or regulatory approval process fees/costs.
 - Basic research or research projects that do not receive matching funds support from a company.
 - Costs associated with employees of the sponsor company, e.g. salaries.
 - Reimbursement to sponsor company for any expenses the sponsor has already paid.

ADDITIONAL INFORMATION:

Review Period

Applications received by the UB CAT are subject to an internal review, as well as a review by an external UB CAT Industrial Advisory Board. This board consists of experts in big data and health sciences, who are uniquely qualified to evaluate projects and provide technical feedback on the appropriateness of work being conducted through the UB CAT funding vehicle.

Award Notifications

Award announcements will be made directly to the applicant prior to the project's execution. Awards issued in response to proposals submitted will be announced pending availability of funding and NYSTAR approval.

Post-Award

If selected for funding by the UB CAT, the NYS company will be required to enter into a formal research agreement with the University, which will outline the terms of payment and intellectual property.

Principal Investigators are required to file Sponsored Project approval paperwork with the appropriate department leadership and Sponsored Programs to initiate account set-up.

Reporting Requirements

Reporting of economic impact is required for a minimum of five years for all company sponsors following completion of a UB CAT project. Additionally, a brief final report is due to the program manager at the end of the project period, summarizing successes, challenges, and outcomes of the applied research collaboration.

Failure to comply with reporting requirements may impact future NYS funding opportunities offered through the University.

CONTACT INFORMATION:

Questions, meeting requests and completed applications can be sent via email to:
UBCATprogram@buffalo.edu.