



## Translational Opportunity Program (TOP)

### Program Overview:

The University of Oregon Industry, Innovation and Translation (IIT) team within the Office of the Vice President for Research and Innovation manages the Translational Opportunity Program (TOP). The TOP serves as a bridge to demonstrate technical and commercial feasibility of academic innovations and accelerate the process to either attract a commercial partner through licensing or validate the case for establishing a startup. The TOP only supports projects with a compelling commercial opportunity.

The TOP is a comprehensive and collaborative program, which will be led by the Director of Commercialization and New Ventures, a position that will be posted in late 2024. The TOP will connect UO innovators with resources, mentors, service providers, and funding to transform academic research into products and services. The Director of Commercialization and New Ventures will guide UO innovators on identifying the optimal path to the market, ascertaining what is a startup opportunity versus a licensing opportunity. The Director will be a seasoned entrepreneur who also has the capacity to coach pre-launch startup opportunities so that by the time a startup is formed, it has a clear strategy for raising capital (both dilutive and non-dilutive) to advance innovations to the market and the founders have the skills, network, and team required for success.

The TOP will ultimately be providing programmatic support in the form of an innovator bootcamp, an entrepreneurship bootcamp, and SBIR/STTR training opportunities. The TOP will also collaborate closely with other units on campus, Launch Oregon, and regional economic development groups to build a mentor network and talent network. The initial program under the TOP is the TOP Award. Until the Director of Commercialization and New Ventures is hired, the TOP Award will be administered by the Associate Vice President for Industry, Innovation and Translation with support from other IIT personnel.

## TOP Award Request for Applications

As one of the resources to advance development of innovations at the UO, the TOP Award provides competitive grants to UO researchers to address gaps in funding for the commercialization of research and other innovations. This grant program is funded by generous donations and indirect costs from UO research awards. We identify and fund outstanding UO technologies or innovations and propel their development and commercialization. TOP Award funds are intended to increase the Technological Readiness Level (TRL) of the innovation. Innovators receiving TOP Awards are expected to participate in the broader programming available through TOP (e.g. innovator bootcamp, entrepreneurship bootcamp, coaching, and SBIR/STTR training) as well as other available resources (e.g. Lens of the Market, I-Corps, etc.).

The program offers three funding tiers to provide resources needed to successfully translate UO innovators' research and to provide a strong foundation that will lead to the launch of new UO research-based startups. The three tracks align with different stages of the maturity of an innovation. Working closely with IIT will ensure innovations benefit from the correct level of TOP Award at the correct stage of development. The TOP is a gated approach to innovation development – there must be successful outcomes from early-stage work before funding will be allocated for the next stage of development.



To advance the university's diversity, equity, and inclusion goals, this program particularly seeks applications from innovators who come from populations that are historically underrepresented in translational research.

### TOP Award Impact:

The TOP Award is a critical resource that advances promising UO discoveries closer to the market within the academic environment. The UO recognizes that federal funding for academic research rarely supports answering key commercialization questions and applied research.

All funded TOP Award proposals will:

- De-risk a discovery or technology and advance it to a commercially relevant inflection point with the aim to:
  - attract a commercial partner who is willing to fund additional sponsored research or license the technology;
  - receive grant funding like SBIR/STTR awards to continue development of the innovation; or
  - answer key business questions that determine if a startup will be a viable path towards commercialization.
- Expand the recipients' knowledge of the commercialization process; and
- Foster the culture of innovation at UO.

### Scope of TOP Awards:

- TOP Awards must be used for direct project costs involved in applied research and commercialization work that achieve short-term, value-driven milestones.
- Efforts that lead to de-risked technology and advancement to the next development milestone.
- Performance Period:
  - Tier 1 projects – maximum Performance Period of six months
  - Tier 2 projects – maximum Performance Period of twelve months, but may be longer if required by the scope of work
  - Tier 3 projects – maximum Performance Period will be defined based on the scope of work
- Work that further develops discoveries that have been disclosed to IIT.
  - **All proposals must have an innovation disclosure (invention, copyright, software, or research tool) in development or on file with IIT before applying.** Visit <https://research.uoregon.edu/manage/innovation-impact/reporting-innovation> to start the disclosure process if one is not already filed.
  - Inter-institutional collaborations resulting in intellectual property assigned to UO and one or more other universities or entities are allowed.
- Examples of allowable costs and projects:
  - Physical or digital prototype development and/or testing
  - Efforts required to demonstrate an invention has been reduced to practice and/or generate data to strengthen intellectual property claims
  - Feasibility studies for manufacturing/production scale-up
  - For therapeutics: compound optimization, toxicology studies, defining a pharmacological target or translational biomarker
  - Addressing specific issues identified by potential partners or investors that are necessary to attract a licensee or investors (i.e., key translational experiments, market analysis, customer discovery)



- Determination of regulatory or reimbursement pathways (i.e., retaining a consultant who could determine a regulatory/reimbursement pathway and/or evaluate the likelihood of success with a regulatory agency)
- Sourcing any of the above from an external service provider, in accordance with UO procurement policies; preference will be given to internal service providers (e.g. UO cores and service centers)
- Travel, if critical to project success (for example, technology transfer to manufacturer or service provider)
- Salary support for graduate students, postdoctoral fellows, or research staff, limited to the Performance Period and proportionate to the amount of time the student/postdoc/staff is working on the project funded under the TOP Award. Students, postdocs, and staff who are inventors on the project will only be eligible for salary support if an appropriate Conflict of Interest management plan is in place. The COI management plan must be in place prior to award, but not prior to submission.
  - Note 1: If you plan to hire graduate employees, please include only their salary and OPE in your budget. The GE tuition, insurance, and fees will be contributed by the OVPRI, at the College of Arts and Sciences rates, to maximize funds available for your work. If your unit has higher tuition/fee rates, please include the supplemental amount under “OTHER” on the budget template.
  - Note 2: The R&R Budget template used for your submission automatically calculates and auto-populates cells for GE tuition, fees, and insurance. Please work with your budget/grant administrator to ensure your budget only includes salary and Other Payroll Expenses for GEs
- What the TOP Award **does not fund**:
  - Faculty salary (except as may be approved for Tier 3)
  - Basic, fundamental, or exploratory research without clear commercial relevance
  - Work involving intellectual property that is already optioned or licensed to an external entity; confer with the AVP of IIT regarding new intellectual property that is an improvement of previous intellectual property that is optioned or licensed to an external entity
  - Development of innovations that are not UO intellectual property
  - Capital equipment exceeding \$5,000
  - General facilities and administration (overhead/indirect) costs; funding is internal, so overhead/indirect costs do not need to be budgeted
  - Patent expenses – for UO innovations, IIT covers those expenses
  - Option and license fees for access to UO intellectual property for a future startup

### Eligibility for TOP Awards:

- *UO tenure-track faculty*: All tenure-track faculty members are eligible to apply.
- *UO research faculty*: Research faculty who hold a full-time appointment (.75+ FTE) that includes substantial research responsibilities, have been employed by the university for at least one year at the time of application (note: a waiver may be requested based on circumstances, such as the timeline for technology already disclosed to IIT and under management), and will hold a UO appointment during the academic year of the research award may also apply.
- Students are not eligible as the applicant, but may be members of research groups.
- Applicants may receive more than one Tier 1 or Tier 2 award throughout the development of the technology/innovation. Tier 3 awards are limited to one per technology/innovation.



- The scope of work for Tier 2 and Tier 3 awards may be adjusted in the course of the Performance Period after consultation with the AVP of IIT when results from the initial tranche(s) of research/work require and adjustment to the work plan.
- Funding for Tier 2 and Tier 3 will be tranching, in which a milestone must be achieved prior to releasing additional funds for the next phase of work.
- While not required to submit applications sequentially (Tier 1, then Tier 2, then Tier 3), Tier 3 proposals for projects that did not receive Tier 1 or Tier 2 awards require approval from the AVP of IIT prior to submission, as it is likely that a Tier 1 or Tier 2 award will be required prior to Tier 3. We encourage applicants to collaborate closely with IIT to leverage its expertise in commercialization.
- Applicants must be committed to leading and actively engaging in the proposed work.
- All applicants who are employees of the university and proposing work that involves the formation of or coordination with an outside company must have an up-to-date [Conflict of Interest/Conflict of Commitment disclosure](#) filed with the Office of the Vice President for Research and Innovation at the time of submission. If the project does not include company formation or collaboration, the applicant must confirm that a COI/COC plan is not required.

### Application Process:

Interested applicants are encouraged to have an informal discussion with IIT staff to determine suitability and maturity level of innovation and if the intended proposal is a fit with the intent of the TOP Award. New Tier 1 and Tier 2 applications will be reviewed on a rolling basis. Within five business days of submission, applicants will receive confirmation of receipt of their proposal and notification of the IIT representative assigned to the proposal. The review cycle will vary by application, as the development of the proposal is a collaborative process with IIT to shape the proposal to be use-inspired and market-driven. The IIT representative will work with the applicant on any required revisions prior to final review. Tier 3 proposals require a consultation with the Associate Vice President for Industry, Innovation and Translation prior to development and submission.

### Application Format:

## Tier 1 Applications - Exploration

### GOALS & OBJECTIVES

Tier 1 focuses on testing the viability of an idea. This tier of funding addresses an immediate and well-defined need in support of developing an idea with high-growth potential. This tier supports delivery of rapid resources to fill the gap for ongoing internal UO research commercialization projects or provide key services prior to the launch of UO intellectual property-based startups. This opportunity is designed to enable quick turnaround to support and facilitate innovation activities that are highly time dependent.

Tier 1 is for innovations [TRL 2+](#).

*Note: Applicants may receive more than one Tier One or Tier Two award for different aspects of their commercialization effort for a given project. The maximum any one innovation can receive cumulatively is capped at \$250k across all three tiers.*

### ENGAGEMENT WITH IIT

Funding in this track requires communication with IIT in advance of any application. An [innovation disclosure](#)



should be in development, if not already submitted. There is no requirement for there to be a patent/copyright/trademark application filed. Proposals for projects for which IIT has not previously been engaged will not be considered for funding. Only proposals that will generate or advance UO intellectual property will be considered.

## BUDGET & USE OF FUNDS

Amount: Up to \$10,000. *The maximum any one innovation can receive cumulatively is capped at \$250k across all three tiers.*

Performance Period: Up to 6 months

Allowable Costs (exemplars, not limitations):

- Research and activities to answer technical questions that cannot be funded by traditional academic research funding. Examples include: pilot studies, prototyping, generating data to support commercially relevant patent claims, generating data to enable a compelling Phase I SBIR/STTR proposal.
- Business services to answer commercial questions that cannot be funded by traditional academic research funding. Examples include: customer discovery, coaching, regulatory analysis, pitch development, market analysis and validation.
- It is acceptable for third parties to be contracted to complete work when there is not a capability within the UO to execute the work. When a third-party contract is required, IIT will connect the awardee with Purchasing and Contracting Services (PCS) to ensure the appropriate agreement is in place to claim ownership of the results and any related intellectual property. If a proposal includes work to be completed by a third party, ensure that your proposal includes a specific scope of work for that service provider that can be used by PCS for contracting purposes.

Ineligible Costs (exemplars, not limitations):

- Replacing or funding tenure-line faculty salary during the academic year
- Instructional release/course buyouts
- Construction or facility renovation
- Curriculum development or career development
- Dissertation research costs

## APPLICATION COMPONENTS

1. [Application Form:](#)
  - a. Basic Information: Please complete the form's text boxes. *Note: the form cannot be saved part way through.*
  - b. Unit Head Approval: For UO Faculty PI applicants, the form will route an approval to your department/unit head for their approval of your application. Approval is based on applicant's good standing and the feasibility of the project based on applicant workload/Conflict of Commitment.
2. **Proposal Documents:**
  - a. Project Narrative: Proposal not to exceed three pages. **Please use the template provided at the end of this document in Appendix B.**
  - b. CV/Resume/ Biographical Sketch for applicant and any Key Personnel: Limited to no more than five pages.
3. [Optional demographic survey \(online\):](#) The OVPRI is committed to creating an environment that fosters sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender



identity, sexual orientation, and racial and ethnic backgrounds present in our community. The application form includes a section to disclose demographic information aimed at assessing the success of our activities towards this goal. Response to these questions is entirely optional and is not considered in award decisions. This information will not be seen by the review committee but used by OVPRI leadership to ensure our internal granting programs are inclusive and equitable and serve diverse populations at UO. We welcome submission of this information from all PIs on the project.

## SUBMISSION INSTRUCTIONS

1. Complete the proposal document and combine into a single PDF. Save with the naming convention *[Contact PI Last Name] FY 24 Tier One TOP Award application*.
2. Fill out the basic information on the online application form.
3. Upload PDF to the form.
4. Submit form.
5. Complete the demographic survey (optional).

## Tier 2 Applications - Validation

### GOALS & OBJECTIVES

The purpose of this award is to fund replication and validation of an innovation, as well as prototyping. By the end of Tier 2, a [minimum viable product](#) should be defined, but not necessarily produced. Tier 2 supports activities to advance UO intellectual property with high growth potential that are in a later stage of development or require more funding than is available in Tier One.

All Tier 2 proposals must fulfill one of the following to be considered for funding:

- The applicant has previously completed a Tier 1 award for the same project with positive outcomes and completed the final report for the Tier 1 award; or
- There has already been adequate de-risking of the technology and commercial case through other means, as determined by IIT.

Tier 2 is for innovations [TRL 3+](#).

### ENGAGEMENT WITH IIT

Funding in this track requires an [innovation disclosure](#) and active IP management prior to any application. While there is no requirement for there to be a patent/copyright/trademark application filed, by Tier 2, IIT should have completed initial evaluation of the innovation disclosure and determined if there is data required to support a patent/copyright/trademark application, support the development of a startup, or secure a licensing partner. This IP evaluation can occur in parallel to the review of the TOP Award proposal.

Proposals for projects for which IIT has not previously been engaged will not be considered for funding. Only proposals that are advancing UO intellectual property will be considered.

### BUDGET & USE OF FUNDS

Amount: Up to \$100,000. *The maximum any one innovation can receive cumulatively is capped at \$250k across all three tiers.*

Performance Period: Up to 12 months

Allowable Costs:



Same as Tier 1

Applicants are encouraged to first pursue a Tier 1 proposal when there are clear technical or commercial questions that can be addressed within the funding amount and performance period. When there are distinct components that cost less than \$10k, either an initial Tier 1 proposal will be required, or the Tier 2 proposal will be awarded in tranches with some of the funding to be held in reserves until completion of the initial work that results in successful outcomes.

Ineligible Costs:

Same as Tier 1

**APPLICATION COMPONENTS**

Same as Tier 1

**SUBMISSION INSTRUCTIONS**

Same as Tier 1

## Tier 3 Applications – Pre-Launch

**GOALS & OBJECTIVES**

Tier 3 awards allow established research teams to take final steps from their basic research discoveries and transform them into an innovative commercial product or service. Among other objectives, Tier 3 supports the development and production of the minimum viable product identified in Tier 2. By the conclusion of Tier 3, the innovation must either be adequately de-risked to attract a development/licensing partner or serve as the basis for a startup. Innovations must be far enough along in their development that all basic research is complete. Translational research projects that are ready for a Tier 3 application are those where the faculty has been working with IIT and has disclosed an innovation which the faculty and IIT have determined has significant commercial potential with no alternative funding source for maturation. In addition, the project must have a clear and feasible roadmap forward, and that both PI and IIT are aligned on the roadmap. Finally, IIT must be engaged with the design/plan/scope of work as well.

Examples (not limitations) of activities under Tier 3 may include: acquiring statistically meaningful proof-of-concept testing data or performance demonstrations; creating a working prototype; producing minimum viable products for commercial sale; achieving design lock; alpha/beta testing; securing initial customers, including non-paying customers to provide feedback; creating or extending intellectual property that will be licensed by a startup or by an existing company; and demonstrating the utility of the innovation in the field. While Tier 1-3 proposals are intended to be used to address technical and commercial questions, only the final tranche of the Tier 3 proposal may be used for activities required to establish a startup (legal formation of company, hiring strategic advisors, obtaining additional market feedback/voice of the customer, production for initial products to be sold). One of the goals of this program is for startup formation to occur once the innovation is at the appropriate stage of development. During the Performance Period of Tier 3, awardees will work closely with the Director of Commercialization and New Ventures to define the path to commercialization, including determining if the innovation is better suited to licensing to an existing company or for startup formation.



Funding must be used to enhance the probability existing research discoveries will be transformed into new products and services, and awardees are expected to pursue additional funding with UO assistance to accelerate the impact of their research. Translational research activities represent a portal for entry into external sources of funding such as SBIR/STTR funding, corporate sponsored research, investment in startups from Launch Oregon and the investment community, and state grant programs. Successful TOP Awards will lead to technologies, works (content, multimedia, etc.) or services that are strong candidates for further market analysis and potentially new venture creation catalyzed by participation in such programs as the West Coast I-Corps Hub, Lens of the Market, and other similar programs.

Tier 3 is for innovations [TRL 4+](#).

### ENGAGEMENT WITH IIT

Tier 3 proposals require a consultation with the Associate Vice President for Industry, Innovation and Translation prior to development. Please contact Julio Aceves at Julio Aceves [acevesj@uoregon.edu](mailto:acevesj@uoregon.edu) for scheduling.

### BUDGET & USE OF FUNDS

Amount: Between \$50,000 - \$250,000, depending on the type of project proposed. *The maximum any one innovation can receive cumulatively is capped at \$250k across all three tiers.*

Performance Period: Customized to the scope of work

#### Allowable Costs (exemplars, not limitations):

- Acquiring statistically meaningful proof-of-concept testing data or performance demonstrations
- Creation of a working prototype, or the creation of a next-generation prototype from an earlier version
- Create or extend intellectual property that will be licensed by a start-up or by an existing company
- Demonstrate the utility of the innovation in the field
- Please note that salary support should align with the overall translational goals and long-term entrepreneurship activities. The Tier Three award is not intended to be used for salary-replacement for Tenure-Track Faculty or for indefinite extension of postdoctoral or graduate student presence on campus. Therefore, requested salary support should focus on specific contributions to the translational goals. Those individuals receiving salary support under Tier 3 TOP Awards are expected to have a significant post-grant role in this project (startup entrepreneurial lead, advisory board, PI for subsequent funding proposals through other academic research channels, etc.) and provide specific information supporting their interest and commitment to doing so.

#### Ineligible Costs (exemplars, not limitations):

- Funding to advance basic research (supplies, personnel, travel, etc.)
- Replacing or funding tenure-line faculty salary during the academic year/ course buyout
- Equipment that is general research equipment
- Travel to meetings, publication charges
- Patent fees (OVPRI supports patent and copyright protection through other operational funds)
- Construction or facility renovation
- Curriculum development or career development
- Dissertation research costs
- Market analysis or business plan creation (these are funded under Tiers 1 and 2)
- Salary for startup employees; salary support will only be approved for UO employees



Tier 3 proposals will take the form of a pitch deck. A template will be provided after consultation with the AVP of IIT.

### Review and Selection Process:

Review of applications will be completed by commercialization, innovation, and entrepreneurship leaders from IIT and may include external reviewers under a non-disclosure agreement (e.g. representatives from Launch Oregon or a subject matter expert). Review will be focused on:

- Significance of the problem being addressed and the potential impact of the solution, including market size
- Evidence of commercial potential
- Potential for the proposed project to achieve commercially relevant milestones that de-risk the innovation from a technical or commercial perspective
- Timeline achievability and budget viability
- Eligibility:
  - Applicants' UO appointment meets eligibility requirements
  - Discoveries associated with the proposal have been disclosed to IIT; this does not mean that a patent/copyright/trademark application must be filed
  - Proposed work is within the scope of the TOP
  - Project timeline appears to be feasible

IIT will then make funding recommendations to the Vice President for Research and Innovation for approval.

All applicants submitting a proposal will be provided feedback if the proposal is not selected for funding.

### Elements of a Successful Application:

- A well-defined solution with a clear value proposition that uniquely solves a problem in the market
- Clear, objective, quantifiable milestones that are relevant from a commercial perspective and can be achieved during the performance period
- Positive support from industry/investment professionals, including Launch Oregon, on the proposed project
- Experience and plans to leverage other resources, including UO and community-based resources

### Sustainability of Program:

TOP Awards are considered a cost that can be deducted from gross royalty income received by the University. As such, the cost of TOP Awards will be recouped from licensing income resulting from an innovation before distribution of funds to the inventors and the university. These recouped costs will fund subsequent TOP Awards. Tier 3 TOP Awards that include funding to support future startup activity or the creation of a startup will include participation rights for the University or its designee to invest capital in the startup's future investment rounds in exchange for equity under the same terms and conditions as other investors (meaning UO or its designee will pay for the equity as if it were any other investor).



### Mechanism for Distributing TOP Award Funds:

See Appendix A for the sample Letter of Award and its associated terms and conditions. For each TOP Award, an account will be created for each awardee and access will be granted to the awardee's department administrator. Funds are to be used for allowable expenditures as outlined in the approved budget proposal. Aligning with the goal of rapid acceleration of discoveries towards the market, TOP Award funds expire at the end of the Performance Period as outlined by a Letter of Award that will be signed by the awardee. All encumbrances must be cleared within 60 days of the Performance Period, after which the remaining funds will be swept.

Fiscal regulations governing the expenditure of UO and State funds must be observed, and all purchases must be made using University and State guidelines. More information and assistance are available at <https://pcs.uoregon.edu/uo-department-information> or from your departmental accounting contact.

Letters of Award may include conditions requiring participation in specific programs (e.g. Lens of the Market, I-Corps) prior to funding or contemporaneous to the Performance Period.

For Tier 3 awards that include funding associated with supporting or forming a startup, Letters of Award may include participation rights providing the UO or its designees the ability to invest capital in a startup in exchange for equity under the same terms and conditions as other investors (meaning UO or its designee will pay for the equity as if it were any other investor).

### Reporting Requirements:

Awardees will be required to have a 30-minute progress meeting with the Director of Commercialization and New Ventures every three months during the Performance Period. The purpose is to gauge progress compared to the timeline, identify and remove roadblocks, understand how the IIT team can add additional value.

After the Performance Period, TOP Awardees will be required to complete a brief final report and survey within one month.

To track progress after the award, TOP Awardees will be required to complete a short progress survey every six months for three years. The progress survey will be focused on:

- Technology development milestones
- Subsequent funding from all sources
- Progress towards licensing to an existing company or new startup
- Other resources that advance the technology
- Information regarding a startup that results from the innovation that is the subject of a TOP Award

Acknowledgment of TOP Awards in resulting publications, press releases, etc. will be required. Template language will be provided in a Letter of Award. Additionally, awardees will be expected to aid the in efforts to develop news releases, press releases, and other communication methods to communicate the impact of TOP Awards.

### Frequently Asked Questions (FAQ):

- What if the work required to achieve proposed milestones will take longer than the allowed performance period?
  - There is flexibility in the definition of the Performance Period for both Tier 2 and Tier 3 awards. Awardees are expected to complete the work in the agreed upon Performance



Period, so no cost extensions will only be approved under extenuating circumstances.

- How can I find resources to help me prepare my application?
  - We strongly recommend that you engage with the IIT team, who can advise on composing a meritorious proposal, guide you towards which tier of funding is appropriate, and point you to resources that can help address commercial components of the application.
- How will I be notified about decisions concerning my application?
  - You will be notified at your UO email with any decisions or questions concerning your TOP Award application.

**Contact Information:**

Please read this entire solicitation before contacting IIT. Questions regarding the TOP Award that are not addressed by this solicitation can be directed to the Associate Vice President for Industry, Innovation and Translation at [cdt5@uoregon.edu](mailto:cdt5@uoregon.edu).

Appendix A  
Sample Letter of Award



UNIVERSITY OF OREGON

**DATE:** [[INSERT DATE]]

**TO:** [[INSERT PI NAME AND ACADEMIC UNIT]]

After review of your proposal, I am pleased to inform you that your project, "[[INSERT TITLE OF PROPOSAL]]" has been funded by the Translational Opportunity Fund for \$[[INSERT AWARD AMOUNT]]. The Performance Period for this award is [[INSERT START DATE]] through [[INSERT END DATE]].

Proposals are reviewed by Industry, Innovation and Translation, who forward their recommendations to me. Your project was determined to demonstrate innovation and a strong promise for commercial success. It is a genuine pleasure to provide support to further your translational project and advance your entrepreneurial and commercialization experience. This project will contribute both to your own professional career and to UO's reputation for transforming research discoveries into new products, services, and companies that contribute to the economy and benefit society.

This grant is a seed funding program. By accepting this award, you are making a commitment to seek external funding to continue development of this work and engage in steps toward utilization and commercialization of your work. Award recipients are expected to demonstrate progress toward developing patent applications or disclosing inventions and other intellectual property to Innovation Partners, forming startup companies and applying for external small-business awards (e.g., SBIR/STTR) where appropriate, and participating in relevant entrepreneurship and innovation training programs.

Research Finance and Business Administration will initiate the awarding process no later than seven days after receipt of your signed copy of this letter. Note that the award may only be used for the budget items outlined in your application (attached as Exhibit A) and all expenditures should be consistent with the guidelines for this award, UO purchasing rules and policies, and reporting requirements described herein. Please refer questions related to the distribution of this award to Research Finance and Business Administration at [rfba@uoregon.edu](mailto:rfba@uoregon.edu).

For any purchase or work requiring a nondisclosure agreement, business contract, or sub-award to a third party that is not an employee of UO, you will need to engage with UO Purchasing and Contracting Services, who will work with appropriate offices within UO to put those agreements in place. All contract work will be works for hire and all resulting intellectual property will be assigned to UO.

All personnel supported by the Translational Opportunity Fund, including undergraduate students, must work as employees of UO to avoid any potential for inventive contributions that would not be fully owned by UO.

TOP Awards are considered a cost that can be deducted from gross royalty income received by the University. As such, the cost of TOP Awards will be recouped from licensing income resulting from an innovation before distribution to the inventors and the university. These recouped costs will fund subsequent TOP Awards. Tier 3 TOP Awards that include funding to support future startup activity or the

#### **INNOVATION PARTNERS**

1238 University of Oregon, Eugene OR 97403-1238

T (541) 346-3176 [ips.uoregon.edu](mailto:ips.uoregon.edu)

*An equal-opportunity, affirmative-action institution committed to cultural diversity and compliance with the Americans with Disabilities Act*



creation of a startup will include participation rights for the University or its designee to invest capital in the startup's future investment rounds in exchange for equity under the same terms and conditions as other investors.

As a condition of this award, you certify that there are no scientific, budgetary, contractual commitment, or time commitment overlap between this application and your other support, including all financial resources, including but not limited to Federal, non-Federal, commercial, foundation, gift, or institutional. Another condition of this award is that you have updated your Conflict of Commitment and Conflict of Interest disclosures with UO.

Awardees are required to submit a final report documenting your progress on this project within thirty (30) days after the end of the Performance Period. Industry, Innovation and Translation will send you a reminder two weeks before the report is due with a link to the online reporting form. Recipients are also required to complete a brief report on an annual basis for three years following the conclusion of the Performance Period for the purpose of tracking outcomes and impact generated by the Translational Opportunity Program. Any publications which utilize results from your award will acknowledge the support of the UO Vice President for Research and Innovation Translational Opportunity Award.

My most sincere congratulations to your team and best wishes for your success. OVPRI and the Industry, Innovation, and Translation team are here to serve you as you work towards commercialization.

Anshuman Razdan  
Vice President for Research and Innovation

cc: [dean]  
[department head]  
[Center/Institute Director as applicable]  
[Dept. Business Contact]  
Christine Dixon Thiesing, Associate Vice President for Industry, Innovation and Translation  
Research Finance and Business Admin

To accept the Award, please sign and return to **Industry, Innovation, and Translation** ([techtran@uoregon.edu](mailto:techtran@uoregon.edu)).

\_\_\_\_\_  
Signature of Award Recipient  
[[INSERT PI NAME]]

\_\_\_\_\_  
Date

Award disbursement: \$[[INSERT AWARD AMOUNT]]

#### **INNOVATION PARTNERS**

1238 University of Oregon, Eugene OR 97403-1238

T (541) 346-3176 [ips.uoregon.edu](mailto:ips.uoregon.edu)

*An equal-opportunity, affirmative-action institution committed to cultural diversity and compliance with the Americans with Disabilities Act*



UNIVERSITY OF  
OREGON

**Industry, Innovation,  
and Translation**

Version  
25.07.11

Appendix B  
Project Narrative Template

*Title*

PI Name:

Other project members:

Innovation Disclosure Number (if applicable):

Background:

*Provide a high-level summary of the innovation, what market problem is being addressed, who potential customers/markets are, competitive advantage over the current solution to the problem, and your estimate of the potential market size. We understand that these are early-stage innovations, so some of this information may be in development or proposed to be identified with the TOP funding. Provide what information that you are able at this stage.*

**Proposed Plan**

*Outline the scope of work, highlighting why this work is relevant to accelerating the innovation to the market. Include key go/no go decision points.*

**Project Goals, Expected Outcomes & Timelines**

*Goals need to be commercially relevant, quantifiable, objective, and measurable. The goals need to be tied to clear go/no-go decision points in the translation of the innovation to the market.*