

## **Translational Product Development Funding Program Frequently Asked Questions**

### **General Questions**

Q: What is the main goal of the Translational Product Development Funding Program?

A: The primary goal of this new program is to provide support to University of Minnesota and/or Mayo Clinic investigators for advancing projects with the potential to become a marketed product or service.

Q: What are the differences between the Translational Product Development Funding Program and the Minnesota Partnership for Biotechnology and Medical Genomics grant program?

A: The Translational Product Development Funding Program supports projects with commercialization potential, defined as having the potential to lead to the formation of a start-up company or licensing agreement with an established commercial entity. This differs from the parent Partnership program which prioritizes projects based on potential to advance the understanding or evaluate the natural history/mechanism, prevention, diagnosis or treatment of a disease. In addition, all projects selected for funding will have clearly established development-oriented milestones, and milestone progression will be monitored in collaboration with a Project Development Team.

### **Eligibility**

Q: I do not have a full-time appointment as a UMN faculty member or Mayo Clinic Associate Consultant to Consultant. Can I still apply?

A: You are able to apply as a co-PI or co-I, but will need to include a full-time faculty member as PI.

Q: Can I apply for funding if I already have an award from the Minnesota Partnership for Biotechnology and Medical Genomics program?

A: Yes, you may apply for TPDF funding if your projects meets all eligibility criteria.

### **Application Preparation and Submission**

Q: Is the Letter of Intent (LOI) mandatory?

A: Yes.

Q: It is permissible to submit LOIs as a pdf?

A: No. All LOIs must be submitted through the following link:

<https://redcap.ahc.umn.edu/surveys/?s=9CYKN8RD88>

Q: How do I submit a full proposal?

A: If your project is selected for full proposal submission, specific instructions will be provided in the invitation letter.

Q: I am unable to submit my LOI or application by the due date, may I submit late?

A: No. Applications and LOIs submitted after the due date will not be accepted.

Q: Where might I find a sample application?

A: Applications often contain proprietary information. Therefore, samples are not available.

Q: What are the page limit requirements for a full proposal?

A: The narrative section (including Executive Summary, Figures, and Tables) must not exceed 5 pages in length. References are not included in this page limit.

### **Budgets**

Q: Does any budget information need to be submitted in the LOI?

A: No. Budgets are required for full proposal submissions only.

Q: Is it permissible to submit budget information in a different format (e.g. NIH budget form)?

A: No. Applications submitted without the Project Milestone and Budget Summary will not be reviewed.

Q: Do indirect costs need to be included in the Project Milestone and Budget Summary?

A: No. Projects selected for funding will go through an additional budgeting process to determine total costs (including indirect costs) to be awarded. Indirect costs will be covered at the institution's federally negotiated rate.

### **Intellectual Property Protection**

Q: Is the inclusion of proprietary information in an LOI or application considered disclosure and disqualify me for applying for patents?

A: LOIs and applications are submitted for evaluation purposes only and are reviewed in closed private (non-public) sessions by reviewers who are under confidentiality agreements. Therefore, information contained in applications is not considered as a public disclosure.

Q: Do I need to disclose my idea to my technology transfer office prior to submitting an LOI?

A: No. However, disclosure of potential intellectual property is required prior to submitting a full proposal.

### **Award Information**

Q: How will funding be distributed?

A: A single (Tier 1) milestone payment will be issued upon approval and finalization of the necessary documentation. For projects selected to proceed to Tier 2 funding, a milestone payment plan will be determined in collaboration with the research team based on logical points of review and adequate funding to complete study-related tasks. Milestone payments will be issued following satisfactory status review by the Executive Committee and in accordance with the established milestone payment plan.

Q: What are the reporting requirements?

A: Milestone progress reports will be required throughout the study as determined by the specific milestone review plan established for each project. In addition to milestone progress reports, a final report will be required upon study completion.