U.S. DEPARTMENT OF
ENERGY

Office of
Technology
Transitions

Technology Commercialization Fund
Fiscal Year 2020 Solicitation
September 10, 2019

Don Macdonald

Alice Wang

TCF Program Managers

Office of Technology Transitions

- Background and Description of the Solicitation

- Eligibility for Award

- Award Information & Administration

- Proposal Requirements and Review Information

- Proposal Submission & Format

- Other Information

EPAct 2005 Section 1001(e)
(as amended)
Energy Technology Commercialization Fund

"The Secretary shall establish an Energy Technology Commercialization Fund, using 0.9 percent of the amount made available to the Department for applied energy research, development, demonstration, and commercial application for each fiscal year <u>based on future planned activities and the amount of the appropriations for the fiscal year</u>, to be used to provide matching funds with private partners to promote promising energy technologies for commercial purposes."

TCF Goals

- Perform technology maturation with the intent of attracting a private partner that is willing to support the technology's commercialization.

- Support cooperative development of technology with a private partner for a specific commercial application.

Key Gaps to Address

- Technology maturation resource gap.

- Focused outreach and industry engagement to commercialize high-potential energy technologies.

Key Dates	
Solicitation Issue Date	September 10, 2019
Pre-Recorded Informational Webinar Available	September 10, 2019
Deadline for Mandatory Proposal Eligibility Declarations	October 10, 2019 5:00 p.m. (ET)
Anticipated Notification of Full Proposal Eligibility	November 5, 2019
Deadline for Full Proposals	December 12, 2019 5:00 p.m. (ET)
Anticipated Review Comments	Early-Mid March 2020
Optional Response to Review Comments	Three (3) Business Days Later
Expected Date for Selection Notifications	Spring 2020

Summary Information	
Means of Submission	https://proposalsott.inl.gov OTT will not review or consider proposals submitted through other means.
Total Amount to be Provided	DOE expects to make available approximately $24.1 - $26.1 million of Federal funding for award under this Solicitation, subject to the availability of appropriated funds. DOE may issue one, multiple, or no awards.
Period of Performance	Topic 1: 6-18 months Topic 2: 12-36 months Awarded projects in both topics are required to report metrics and participate in OTT's TCF Program evaluation for up to 5 years from award date.
Eligible Entities	U.S. Department of Energy National Laboratories, Plants, and Sites
TCF Matching Funds/ Non-Federal Cost Requirement	Projects are required to provide matching non-Federal funds at a level of 50% of the total project cost.
Submission of Multiple Proposals	There is no limit on the number of proposals a National Laboratory, Plant, or Site may submit.
Proposal Forms	The proposal details are contained in the Solicitation. Page limits: **6 page limit for Topic 1 proposals** **12 pages for Topic 2 proposals**
Questions	TCF program rules and proposal process: TCF@hq.doe.gov Using the online application portal: TCFsubmissions@inl.gov

Office of
Technology
Transitions

6-12 months for Topic 1

12-24 months for Topic 2

Period of Performance

6-18 months for Topic 1

12-36 months for Topic 2

$100K-$150K for Topic 1

$250K-$750K for Topic 2

Award Amounts

$100K-$250K for Topic 1

$250K-$1.5M for Topic 2

Optional letter(s) of support

Letters from Partners

Mandatory letter(s) of commitment from private partner(s)
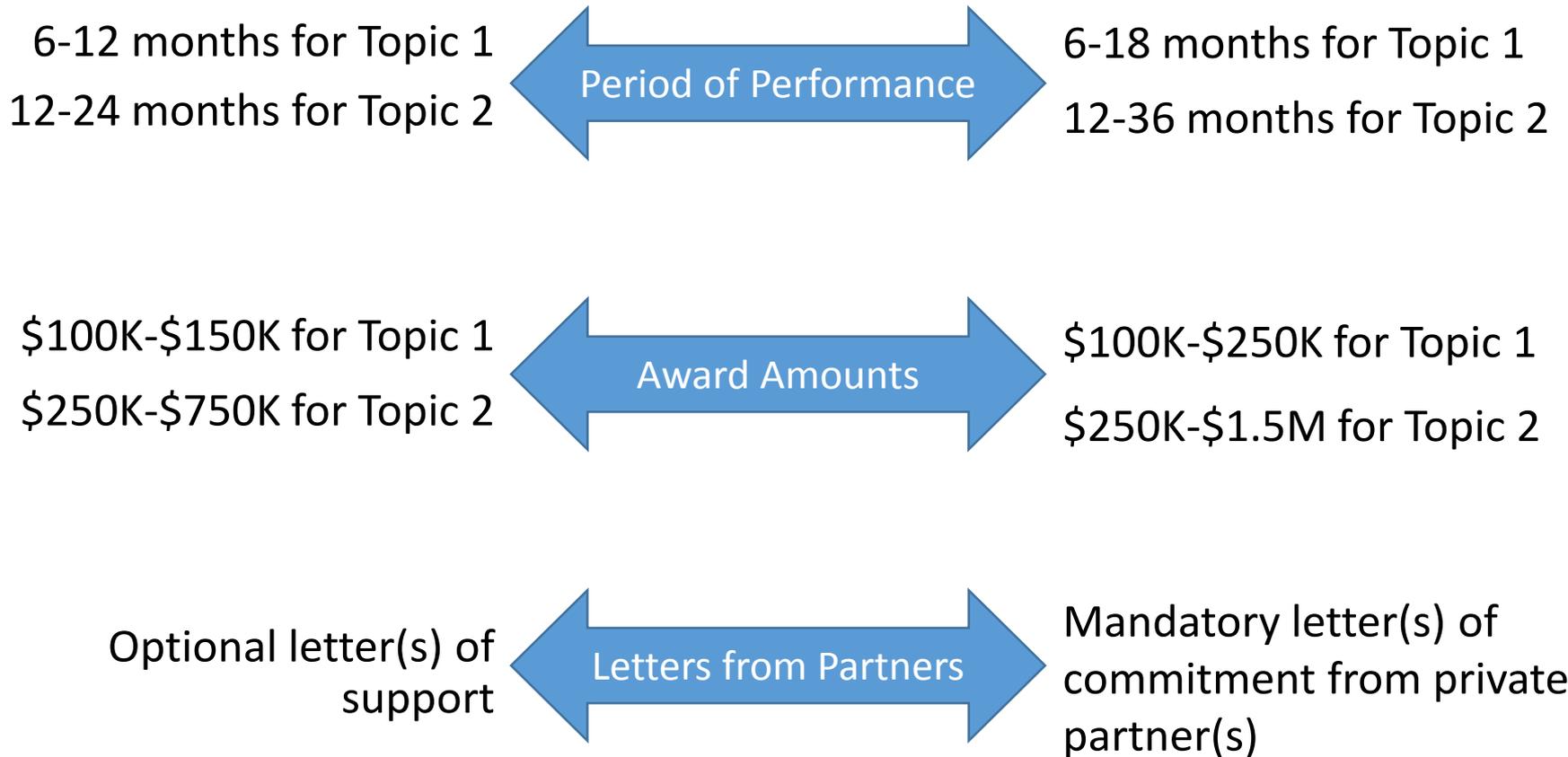
Clarified Topics 1 and 2 descriptions

- Eliminated the topic names and took out TRL references for Topic 1.

Added "or other approved partnership agreement" where appropriate

- CRADA is still the default agreement. OTT added this wording to help applicants understand that it is open to other types of agreements, pending approval.

New Funding Eligibility Consideration

- After completing Topic 1 and Topic 2 projects under a single field of use, a technology is now eligible to receive funding again as either a Topic 1 or 2, provided the new project articulates a different field of use.

Communications with Tech Transfer Offices

- OTT will notify each DOE Facility's Tech Transfer Offices as it moves through the evaluation and selection process.

Office of Technology Transitions

Response to Review Comments

- Applicants will receive review comments after the Independent Merit Review. They will have up to 3 business days to provide an optional response in PROPs (2,500 character limit per proposal) to review comments.

- This is not an opportunity to change the outcome of the Independent Merit Review. The responses will be provided to the Program Offices and the MRC.

Project Administration

- TCF project recipients are required to upload reporting to the Project Information Collection System (PICS) each calendar quarter.

- Training on PICS will be provided by OTT.

Proposal Elements

- The Principal Investigator (PI) information is now prepopulated from user's PROPs account.

- Congressional District is an optional but fillable element.

- Federal Government Funding (other than from the TCF): Use the radio button to answer whether or not your project or technology has received any other Federal Government funding. If you answer "yes," use the text box to describe the funding in 500 characters or less (i.e., agency, purpose/SOW, timeframe, status).

Keywords

- At the PEDs stage, applicants must provide keywords or phrases to describe their projects. This will assist in identifying appropriate SMEs for the Independent Merit Review.

- Minimum of 1 text box is required. Applicants can add up to 4 additional boxes.

The TCF focuses on commercializing promising energy technologies across the entire range of DOE's portfolio of applied energy programs, and in two Topic areas

- Proposal Eligibility Declarations are subject to a go-no-go eligibility review, which includes a mission area relevance screen

- Eligible Full Proposals are subject to an independent merit review to evaluate the technical and commercial viability of the proposed project.

- OTT manages the review process in collaboration with
    - DOE Program Offices — input at several stages, including after the Independent Merit Review
    - Idaho National Lab, which is facilitating the Proposal and Review Operations Platforms (*PROPs*)
    - ORISE – the Oak Ridge Institute for Science Education, which identifies and recruits independent merit reviewers for Full Proposals

- OTT will implement a metric and evaluation plan to assess progress and achievements of TCF-funded projects. Awardees should plan to provide metrics for a period of up to five years from the award date.

Topic 1:
- Technologies developed at DOE facilities that have commercial promise
- Have the potential to attract a private partner

The target funding for Topic 1 is $100K-$250K
The target period of performance for a Topic 1 award is 6-18 months

Topic 2:
- Technologies for which a commercial partner has already been identified
  - Willing to execute a technology partnership agreement (i.e., a CRADA)
- Supports cooperative development of a commercial application for technology developed at DOE facilities
- Applicants will have undertaken some form of evaluation to determine if the technology is viable for commercialization, such as
  - IP mapping
  - Participation in the Energy I-Corps program
  - Other activities

The target funding for Topic 2 is $250K-$1.5M
The target period of performance for Topic 2 is 12-36 months.

The scope of a project should allow it to meet TCF's goals for the type of project it is—i.e., Topic 1 or Topic 2. The activities described below correlate to the independent merit review criteria. All projects, whether proposed as Topic 1 or Topic 2, need to address the four areas described here. Depending on the Topic area, the breadth and level of detail will vary. In all cases, proposals must address the following items to the degree of specificity appropriate to the chosen topic area.

1. **Commercial Impact**

2. **Technology Maturity**

3. **Project Plan**

4. **Project Team and Resources**

Office of
Technology
Transitions

1. Commercial Impact

Both Topic 1 and Topic 2 proposals need to address the proposed technology's potential market impacts if it is commercialized. Topic 1 projects are intended to focus on maturing a technology to the point that it can attract and secure a private partner, or on further developing the technology and existing partnership for a larger Topic 2 project. Topic 1 proposals need to provide evidence that the technology has potential market impact. Topic 2 projects are intended to focus primarily on the commercialization of the technology in concert with a private partner. Therefore, a Topic 2 proposal should contain more expansive information about the commercial impact of the technology. There must be a clear explanation of the current or anticipated market for the technology. This should include a description of the significant market need that the project addresses. The applicant should also specify whether the proposed technology could achieve market penetration independent of complementary technologies, processes, or other requirements. If other factors, such as policy or regulations, are required for the technology to achieve market penetration, the applicant should identify them and discuss the circumstances.

Office of Technology Transitions

2. Technology Maturation

Proposals for both Topic 1 and Topic 2 need to address what the project intends to accomplish in terms of advancing the maturity of its technology. Topic 1 projects are intended to focus on whichever advances are necessary and appropriate to attract and secure a private partner—or in the cases of Topic 1 projects that already have a partner, on developing both the technology and the relationship to take next steps, such as those described for Topic 2 proposals. Topic 2 projects may require that the technology be further matured or demonstrated at a larger scale. Topic 2 proposals should describe which activities need to be undertaken to achieve the commercialization goals of the project. There must be a clear explanation of the current state of the technology, as well as the anticipated state of the technology at the end of the project. To the degree they can be anticipated, the applicant should explain the technical challenges and unanswered technical questions that must be addressed to reach the desired maturity of the technology. There should be an explanation of any complementary technology(ies) necessary for the proposed technology to function and to have relevance in the market.

3.   Project Plan

Both Topic 1 and Topic 2 proposals need to include a project plan, which should focus on the project's objectives. Depending on the topic area and the specific project objectives, the plan should focus on tasks and activities to accomplish those objectives. There must be a clear explanation of the goals and outcomes of the proposed project, and a viable approach to address the technical and commercialization challenges of bringing the technology to the market. Tasks should be clearly linked to performance metrics and deliverables. There must also be a delineation of risks or uncertainties—e.g., to the technology itself, to the market—and a plan to manage or retire them.

4.   Project Team and Resources

There must be a clear articulation that the project team and resources are qualified and capable of successfully completing the project. This includes both the Facility and partner teams. Proposals must clearly define team members' roles and responsibilities. There should be evidence that the necessary personnel, facilities, and equipment are available and committed to the project.

Office of Technology Transitions

Only U.S. Department of Energy National Laboratories, and NNSA Plants, and Sites (DOE Facilities) are eligible to apply for TCF funding

- Facilities may bring partners into a proposal but lab is the sole awardee
- Facilities are eligible for multiple awards
- Applicants must be employees of a DOE Facility, and must use their Facility email addresses to submit TCF PEDS and Full Proposals.

- Ames Laboratory
- Argonne National Laboratory
- Brookhaven National Laboratory
- Fermi National Accelerator Laboratory
- Idaho National Laboratory
- Kansas City National Security Campus
- Lawrence Livermore National Laboratory
- Lawrence Berkeley National Laboratory
- Los Alamos National Laboratory
- National Energy Technology Laboratory
- National Renewable Energy Laboratory

- Nevada National Security Site
- Oak Ridge National Laboratory
- Pacific Northwest National Laboratory
- Pantex Plant
- Princeton Plasma Physics Laboratory
- Sandia National Laboratories
- Savannah River National Laboratory
- SLAC National Accelerator Laboratory
- Thomas Jefferson National Accelerator Facility
- Y-12 National Security Complex

Proposals must pursue a project in either

- Topic 1

- Topic 2

Topic 1
Eligible projects for Topic 1 must involve currently existing DOE Facility technology or IP that demonstrates evidence of commercial potential—with or without a private partner. Evidence of commercial potential includes technology having demonstrated analytical and experimental proof of concept in a laboratory environment. For example, experiments or modeling and simulation have validated performance prediction of the technology's capability. Design techniques have been identified or developed. Scaling studies have been initiated. Projects funded under Topic 1 have a performance period of 6-18 months. The target Topic 1 award amount is $100,000-$250,000.

Topic 2
Eligible projects for Topic 2 must involve currently existing laboratory technology or IP, and the laboratory must have a non-Federal partner with a defined commercial application for the technology. Whenever possible, partner(s) should be identified in the Proposal Eligibility Declaration. Partner(s) must be identified in the full proposal. A CRADA or other approved partnership agreement does not have to be in place to be eligible for award. If funds are allocated before a CRADA or other approved agreement is in place, work may not begin until one is executed. If a CRADA or other approved agreement is not executed within 6 months of DOE's obligating the funds to the DOE Facility, the Department may cancel the award. A project or work scope under an existing CRADA or other partnership agreement is not eligible for an award under the TCF. Projects funded under Topic 2 have a performance period of 12-36 months. The target Topic 2 award amount is $250,000 - $1,500,000.

Additional Funding Eligibility Considerations

Technologies previously funded as Topic 1 projects are eligible to submit Topic 2 proposals under the same field of use or market segment as the original TCF project. After completing Topic 1 and Topic 2 projects under a single field of use or market segment, a technology is eligible to receive funding again as either a Topic 1 or a Topic 2, provided the new project articulates a different field of use or market segment, and the earlier TCF project(s) meet the following conditions:

- The project (scope of work) is complete by the Full Proposal deadline, and was successful in accomplishing the project's goals

- The project has complied with all interim reporting requirements (a final report is due three months from the completion of the scope of work, but is not a precursor for selection)
    - In addition to the Funding Program Office requirements, TCF Project recipients will be required to upload reporting to the Project Information Collection System (PICS) each calendar quarter and on an as-needed basis when requested by DOE's Office of Technology Transitions (OTT).

- The new funding request meets the Solicitation's requirements and advances the technology toward commercialization.

Office of Technology Transitions

Projects must align with DOE Program Offices and Technology Areas (Program Office Appropriations Control Accounts)

Cybersecurity, Energy Security, and Emergency Response (CESER)
- Cybersecurity for Energy Delivery Systems

Electricity and Energy Reliability (OE)
- Energy Storage (Grid Scale)
- Resilient Distribution Systems
- Transformer Resilience and Advanced Components
- Transmission Reliability and Resilience

Energy Efficiency & Renewable Energy (EE)
- Advanced Manufacturing
- Bioenergy Technologies
- Building Technologies
- Fuel Cell Technologies
- Geothermal Technologies
- Solar Energy Technologies
- Vehicle Technologies
- Water Power Technologies
- Wind Energy Technologies

Fossil Energy (FE)
- Advanced Energy Systems
- Carbon Capture
- Carbon Storage
- CO2 Utilization
- Cross-cutting Research
- Natural Gas Technologies
- Unconventional Fossil Energy Technologies from Petroleum – Oil Technologies

Nuclear Energy (NE)
- Fuel Cycle Research and Development
- Nuclear Energy Enabling Technologies
- Reactor Concepts Research, Development and Demonstration

Topic 1 projects may have a partner.

Topic 2 projects must have a partner.

Partners must be

- Non-Federal entities, including
    - Private companies
    - State or local governments, or entities created by them
    - Universities
    - Non-profit organizations

Partner organizations must agree to engage in activities that focus on commercializing or deploying technologies in the marketplace.

For full proposals in both Topic 1 and 2, OTT requires a letter of commitment from all partners with whom the applicant expects to sign a CRADA or other approved partnership agreement. Requests to use a partnership agreement other than the default CRADA should be made in the Letter of Commitment.

Matching Funds

Non-federal matching funds are required for all projects

- 50% of total project costs

If a DOE facility provides matching funds, it must be a cash contribution

If a private partner provides matching funds, it may be a cash or in-kind contribution

- Applicants should ensure that in-kind contributions meet DOE's requirements. For more information and examples, please see Appendix B of the FY20 Solicitation.

Type of Award Instrument

- TCF awards will be documented and funded through the existing work authorization and funds management processes of the DOE Program Office providing the funding. DOE Facilities will be required to track Federal funds in accordance with normal Departmental processes. DOE Facilities will also be required to track non-Federal funds in accordance with established DOE Facility accounting processes.

Project Reporting

- In addition to the Funding Program Office requirements, TCF Project recipients will be required to upload reporting to the Project Information Collection System (PICS) each calendar quarter and on an as-needed basis when requested by DOE's Office of Technology Transitions (OTT). OTT will provide initial training on the PIC System for new Project Recipients.

Estimated Funding

DOE anticipates that approximately $24.1 - $26.1 million will be available for the TCF in FY20. Amounts available are dependent on FY 2020 Congressional appropriations. DOE may issue one, multiple, or no awards.

Number of Selections: The number of selections will be based on the number of meritorious applications, and the availability of appropriated funds in each DOE Program Office or technology area.

Funding Amount per Selection:

Topic 1 Projects - $100,000-$250,000

Topic 2 Projects - $250,000-$1,500,000

DOE reserves the right to fund, in whole or in part, any, all, or none of the proposals submitted in response to this Solicitation.

Participating DOE Program Office	Estimated FY20 Funding Range
Energy Efficiency and Renewable Energy (EERE)	$14.5M - $15.5M
Nuclear Energy (NE)	$4.2M – $4.6M
Fossil Energy (FE)	$4.2M - $4.5M
Electricity Delivery and Energy Reliability (OE)	$1.0M - $1.1M
Cybersecurity, Energy Security, and Emergency Response (CESER)	$0.2M - $0.4M
Total TCF	$24.1M - $26.1M

Office of
Technology
Transitions

Crosscutting Awards and Mission Area Relevance

DOE Facilities may submit proposals they view as having crosscutting applicability or benefit. In the mandatory Proposal Eligibility Declaration, applicants may identify up to two (2) Technology Areas per project, and must provide a short explanation that articulates the technology's mission area relevance for each area. Applicants should assume that these are reviewed separately, so they should write independent and coherent justifications (i.e., they should avoid things like "continued below," "see above," and "furthermore, …"). DOE is under no obligation to accept an applicant's determination of crosscutting applicability. DOE reserves the right to make final determinations about which Program Office(s) will bear what share of the Federal costs for crosscutting awards.

Multiple Awards

DOE Facilities are eligible for more than one award. Awards are made on a per proposal basis. Each proposal must define a single project. Individual proposals are not eligible for multiple awards.

　
In response to feedback during its lessons learned sessions with DOE Facilities, OTT will inform the Facility's Technology Transfer Offices as it moves through some phases of the selection cycle—after the deadline for Full Proposals. For example, OTT will communicate that the Independent Merit Reviews have begun and concluded (which will signal that the three-day review response window will open shortly thereafter); that the results of the Independent Merit Review are with the participating Program Offices for their input.

The first decision notification follows the Proposal Eligibility Declaration review. This is a go-no-go decision that determines whether or not DOE will accept a Full Proposal for the corresponding Proposal Eligibility Declaration.

Following the conclusion of Independent Merit Reviews, applicants will receive review comments. Applicants will have an opportunity to provide an optional and brief response to review comments. OTT will forward these applicant responses to the relevant DOE Program Office(s) as well as to the members of the Merit Review Committee for use at their meeting. OTT anticipates emailing independent merit review comments to PIs and each DOE Facility Tech Transfer Office no later than mid-March 2020.

Notification of DOE's TCF selection decisions follows the conclusion of the evaluation and selection process. DOE's decision to select a project for award is not an authorization to begin performance. Selected projects are required to finalize the Scope of Work (SOW)/Work Plan with the funding Program Office(s) prior to work authorization and release of funds. OTT and/or the funding DOE Program Office(s) reserve the right to request additional or clarifying information before proceeding to the SOW finalization stage.

All of DOE's decisions are final when communicated to applicants. OTT notifies each proposal's points of contact in writing of its decisions and provides a summary to each DOE Facility's Tech Transfer Office.

There will be a metrics and evaluation effort

- Five year duration

- Facilities will be required to provide information and data to support the metrics and evaluation effort

The evaluation effort will encompass
- Outcome and impact from awarded projects
- Evaluation of TCF processes

Proposal Eligibility Declarations

- Are mandatory

- Generate a discrete tracking number for use during the full proposal phase

- Are due at **5:00 p.m. ET on October 10, 2019**.

- ***Will not be accepted after the deadline***

Initial eligibility screen

1. That the applicant is eligible under this solicitation
2. That the Proposal Eligibility Declaration is complete and contains all the required information
3. That the Proposal Eligibility Declaration describes a project responsive to this Solicitation's objectives
4. That the Proposal Eligibility Declaration demonstrates and accurately articulates mission area relevance to the applicant-selected Program Office(s) and Technology Area(s).

Office of Technology Transitions

Proposal Eligibility Declarations → Eligibility Reviews for Conformance & Mission Relevance

Proposals → Eligibility Reviews for Conformance

ORISE identifies, recruits, and assigns technical and commercialization SMEs

Independent Merit Review → ≥3 independent reviews per proposal:
- 2 technical SMEs
- 1 commercialization expert

Merit Review Committee

Program Policy Factors

Response to Review Comments → Optional opportunity for applicants

Senior DOE Officials make recommendations

Selection Decisions → Senior DOE Official makes selections

Proposals:

- Are due at **5:00 p.m. ET on December 12, 2019**. <u>Late submissions will not be reviewed.</u>

- Proposals will only be accepted with a corresponding tracking number from an eligible Proposal Eligibility Declaration—and only in a Technology Area(s) for which it passed the mission area review(s). <u>Proposals submitted after the deadline will not be accepted</u>. All Full Proposals will be subject to an eligibility review to determine that:

    1. The Full Proposal matches the project described in the corresponding Proposal Eligibility Declaration
    2. The Full Proposal for funding is complete and contains all the information required
    3. All mandatory requirements are satisfied
    4. The proposed project is responsive to the objectives of this Solicitation

Proposals that pass the eligibility screen will be forwarded for merit review.

Selections will be made based on the following criteria:

1. Commercialization Evaluation (35% of composite score)

2. Technical Merit Evaluation (65% of composite score)

       Technical Merit Criterion 1: Technology Maturity (40%)

       Technical Merit Criterion 2: Project Plan (40%)

       Technical Merit Criterion 3: Project Team and Resources (20%)

Commercialization Evaluation (35% of composite score)

Commercial Impact Criterion

- Extent to which the proposed technology will result in a commercially-successful product and/or company.

- Extent to which the proposed technology has the ability to be successfully commercialized in a reasonable timeframe.

- Extent to which the proposed technology represents an innovative or significant improvement from current state of the art technologies that results in either a product or solution that transforms or replaces existing industry approaches or is a new product or solution that can be widely used by the existing industry and will have significant market impact.

- Extent to which the project team understands the market and its barriers to commercialization.

- Extent to which the applicant identifies and discusses factors or circumstances such as policy or regulations required for the technology to achieve market penetration.

The Technical Merit Evaluation forms 65% of the composite score, and comprises three criteria:

- Technical Merit Criterion 1: Technology Maturity (40%)

- Technical Merit Criterion 2: Project Plan (40%)

- Technical Merit Criterion 3: Project Team and Resources (20%)

Technical Merit Criterion 1: Technology Maturity (40%)

- Technology has demonstrated analytical and experimental proof of concept in a laboratory environment. For example, experiments or modeling and simulation have validated performance prediction of technology capability. Design techniques been identified or developed. Scaling studies have been initiated.

- Extent to which the applicant describes an understanding of complementary technologies or processes that are necessary for the technology to have relevance in the market.

- Extent to which the applicant describes an understanding of technical issues to be addressed to achieve a successful commercial deployment.

- Evidence that the technology can be deployed at scale.

Technical Merit Criterion 2: Project Plan (40%)

- Technical and Commercialization Approach –
    - Quality and reasonableness of the applicant's plan for closing technical gaps and addressing unanswered technical questions.
    - Quality and reasonableness of the applicant's business plan for market penetration/adoption.

- Risk Management –
    - Extent to which the applicant discusses and demonstrates understanding of the key technical and commercial uncertainty and risks involved in the proposed work.
    - Extent to which the applicant adequately describes how the applicant's team will manage and retire risks.

- Goals and Outcomes –
    - Extent to which the project plan clearly describes the goals and outcomes of the project, including measures of technical advancement and business success.
    - Extent to which the proposed tasks and subtask activities in the work plan are verified through performance metrics, milestones, and deliverables that are specific, measurable, aggressive (but attainable), realistic, and timely (i.e., not a report summarizing work that was done).

Technical Merit Criterion 3: Project Team and Resources (20%)

- Capabilities – The extent to which the capability of the Principal Investigator(s) and the proposed team, including partnerships, can address all aspects of the proposed project, including, but not limited to, qualifications, relevant expertise, and time commitment of the individuals on the team.

- Contributions – Clarity, adequacy, and completeness of roles and contributions of each team member in development of the project and/or commercialization of the products, including financial support of partners.

- Readiness – Extent to which the final team, facilities, and equipment required to complete this project are fully in place, assembled, and committed to the project (e.g., there are no key members that are "to be hired at a later date"?).

- Commitment – Extent to which there is demonstrated institutional commitment from senior DOE Facility management and corporate officers of partners.

- Resources – Sufficiency of facilities to support the proposed work, and reasonableness and adequacy of the proposed budget to meet proposed project objectives.

In addition to the merit review criteria, the following program policy factors may be considered in determining which proposals to select for negotiations:

- The degree to which the proposed project offers an opportunity to facilitate commercialization of a promising technology that does not currently have other programmatic support.

- Whether the proposed project offers crosscutting or multi-program benefit and passed the mission relevance review in both its Primary and Secondary Technology Areas.

- Diverse representation of DOE Facilities in the TCF's project portfolio.

- Diversity of technologies.

- Diversity of projects spanning participating DOE Program Offices.

Document Format Requirements

Using templates where provided, all non-budget documentation is to be prepared as a standard 8.5" × 11" document with 1-inch margins all around (i.e., top, bottom, left, and right), and using a font size no smaller than Times New Roman 11 point. The required file format is Portable Document Format (PDF) for all documents except for budget spreadsheets.

Applicants should not upload scanned images of their proposals, as this will cause them to fail the conformance review. CONVERT DOCUMENTS TO PDF.

All spreadsheets are to be uploaded in Excel file format. Do NOT lock any cells in the spreadsheet. **All PED and Full Proposal uploads must include a footer with the file name (e.g., FY20 Project Narrative Your Specific Tracking ID#).**

Applicants may not include in their PEDs any figures, drawings, pictures, schematics, videos, etc. Please see Section V.C.2 for information about including illustrations in Full Proposals.

Proposal Eligibility Declarations

- Proposal Eligibility Declarations are mandatory

- Proposal Eligibility Declarations consist of an attachment for upload and information requested via an online form:

    - 1,000 character (or less) description of the technology's relevance to the selected primary area and optional secondary area, if applicable

    - 2,000 character Brief Overview

    - 5,000 character (including spaces and punctuation) Proposal Eligibility Declaration Mission Narrative

- Both are submitted here: https://proposalsott.inl.gov

- The deadline is **5:00 p.m. ET on October 10, 2019**

- The applicant's points of contact should receive an email acknowledging receipt of the proposal within one business day

- Please contact TCFSubmissions@inl.gov if a receipt is not received

Office of
Technology
Transitions

After the PEDs deadline, information submitted is locked. This is by design. Until 5:00 p.m. (ET) November 27, 2019, applicants may request to make **some** changes or updates to their PEDs.

To change or update information such as the PI, partner, Topic, TCF funding request, or period of performance, please email TCF@hq.doe.gov. The TCF team will make the updates unless there is any question, in which case someone will contact you for more information or with an explanation about why the change request cannot be accepted.

After the PEDs submission deadline on October 10, 2019, OTT will not consider changes to Technology Area(s) and justification(s), or Mission Narratives. OTT will not consider any updates or changes after 5:00 p.m. (ET) November 27, 2019.

Full Proposals

- The deadline for Full Proposals is 5:00 p.m. (ET) December 12, 2019.

- Topic 1 proposal narrative documents must not exceed six (6) pages.

- Topic 2 proposal narrative documents must not exceed 12 pages.

- In addition to the narrative document, Full Proposals include the following mandatory supplemental pages, which do not factor into the 6- and 12-page limits:

    o Budget form.

    o Technical summary/abstract for public release.

    o Letter(s) of commitment from any private partner(s) that will sign a CRADA or other approved partnership agreement.

OTT will remove and instruct Independent Merit Reviewers that they may not consider information inserted by hyperlink. Applicants should use their best judgment when including footnotes, endnotes, references, illustrations of any kind, etc., which count against page limits. OTT will delete ALL pages in excess of the maximums prior to forwarding Full Proposals for Independent Merit Review as well as to the relevant Program Offices. Pages in excess of the maximums will not receive any consideration.

Office of Technology Transitions
Technology Commercialization Fund

Home

Log In

User Name: [_____]
Password: [_____]
☐ Remember me next time.

[Log In]

Create New Account
Forgot Password?
Forgot UserName?

Application forms and instructions are available at: https://proposalsott.inl.gov

Log in with your User Name and Password.

1. If you do not have an existing account, click on the "Create New Account" link and fill in the requested information.

Home

Sign Up for Your New Account

User Name: [_____]
Password: [_____]
Confirm Password: [_____]
E-mail: [_____]
Security Question: [_____]
Security Answer: [_____]

[Create User]

Office of
Technology
Transitions

My Account

General Account Information

Salutation	-- Select One -- ▼
First Name	
Middle Name	
Last Name	
Title	
Institution	
Email	tcfsubmissions@inl.gov
Street Address	
City	
State	Select State

Be sure to fill out the "My Account" section, as this information is used to automatically populate portions of the Proposal Eligibility Declaration and Full Proposal.

To create your application, click on the "Applications" tab.

Office of Technology Transitions
Technology Commercialization Fund

You are logged in as
test
Logout

Home   Applications   Reports   My Information ⌄

Welcome to the Office of Technology Transitions (OTT) Technology Commercialization Fund (TCF) Proposal and Review Operations Platforms (PROPs) account and information management page.

To submit an application, click on the "Applications" tab at the top of the page, and then select "Your Applications" from the navigation menu on the left hand side of the page. Create an application by clicking on the appropriate link.

For assistance with PROPs, please contact Nick Case (208) 526-7804 or email TCFsubmissions@inl.gov.

ffice of
Technology
Transitions

Current Open Calls

Below are the current calls for which you may submit an application under the Technology Commercialization Fund (TCF). Select "Create New Application" next to the call for which you wish to apply. Incomplete applications may be saved. Saved applications are given an ID number and will be listed below.

	Call Name	End Date	Fiscal Year
Create New Application	FY20 TCF Proposal Eligibility Declaration	10/10/2019 3:00:00 PM	2019

Your Applications

Following is a list of your saved applications. Click on the pencil icon to make edits.

			Tracking ID	Call Name	Title	Proposal Status	Delegated Rights	Reviewer Comments
You have no applications

| ◀ | ◀ | 1 | ▶ | ▶ | Page: 1 of 1 Go | Page size: 1 | Change | Item **0** to **0** of **0** |

Other applications you have been delegated rights to

Tracking ID	Call Name	Title	First Name	Last Name	Proposal Status	Reviewer Comments
▼	▼	▼	▼	▼	▼	
None

Save the Proposal Eligibility Declarations in order to generate a Tracking ID number and upload documents.

TCF Proposal Eligibility Declaration

Technology Commercialization Fund Proposal Eligibility Declaration: The form may be saved, revisited, and edited until Thursday, October 10, 2019 3:00 PM MT.

Fiscal Year 2020 Office of Technology Transitions (OTT) Technology Commercialization Fund (TCF)

You <u>must</u> save this form to generate a Tracking ID number and attach documents. Scroll down to the bottom of the page and "save" this form.

A courtesy copy of the Fiscal Year 2020 TCF Solicitation can be found here.

Call	FY20 TCF Proposal Eligibility Declaration
Tracking ID	(status - New)
Project Title	
Period of Performance	6-36 months
Brief Overview	Please enter a brief (2000 characters or less) description of the proposed project.

Principal Investigator Information

Salutation	Dr.
First Name	O.T.T.
Last Name	Test
Phone Number	855-555-1212 (XXX-XXX-XXXX)
Primary Email	otttest@inl.gov
Confirm Email	otttest@inl.gov
Alternate Email	

Save   Save and Submit

Save the Proposal Eligibility Declaration in order to generate a Tracking ID number and upload documents.

TCF Proposal Eligibility Declaration

Technology Commercialization Fund Proposal Eligibility Declaration: The form may be saved, revisited, and edited until Thursday, October 10, 2019 3:00 PM MT.

Fiscal Year 2020 Office of Technology Transitions (OTT) Technology Commercialization Fund (TCF)

You _must_ save this form to generate a Tracking ID number and attach documents. Scroll down to the bottom of the page and "save" this form.

A courtesy copy of the Fiscal Year 2020 TCF Solicitation can be found **here**.

Call	FY20 TCF Proposal Eligibility Declaration
Tracking ID	TCF-PED-20-1902ε (status - Working)
Project Title	
Period of Performance	6-36 months
Brief Overview	Please enter a brief (2000 characters or less) description of the proposed project.

Principal Investigator Information

Salutation	Dr.
First Name	O.T.T.
Last Name	Test
Phone Number	855-555-1212 (XXX-XXX-XXXX)
Primary Email	otttest@inl.gov
Confirm Email	otttest@inl.gov
Alternate Email	

1. Select Topic 1 or Topic 2.

2. Choose the primary and an optional secondary technology area.

3. Provide a short justification for each selection.

Affiliation and Program Area Selection

Select Lead Facility — Ames Laboratory

Select Topic — Topic 1

Select Primary Area

2 — TCF Program Offices

...'s relevance to the selected primary area.

- CE: Office of Cybersecurity, Energy Security, and Emergency Response (CESER)
  - CE-CEDS: Cybersecurity for Energy Delivery Systems
- EE: Office of Energy Efficiency and Renewable Energy (EERE)
  - EE-AMO: Advanced Manufacturing
  - EE-BETO: Bioenergy Technologies

Technology Area Justification

Select 2nd Area (optional) — Select 2nd Area

3 — Please enter a brief (1000 characters or less) description of the technology's relevance to the selected secondary area.

2nd Technology Area Justification

Office of Technology Transitions

Partner Organizations

In the space below, please provide a point of contact for each partner organization.

Salutation	First Name	Last Name	Organization	Phone	Email	Country	State	City	Zip Code	Congressional District	Action
Dr.	Ted	Aiken	University: Idaho State University	208-237.2323	ted.aiken@isu.edu	United States	ID	Pocatello	83201	ID-032	

Energy I-Corps Participation

Participation in DOE's Energy I-Corps gives neither an advantage nor a disadvantage to TCF applicants. DOE is simply interested to know whether applicants are or have been Energy I-Corps participants.

Has the Principal Investigator now, or in the past, participated in DOE's Energy I-Corps program (https://www.energy.gov/eere/technology-to-market/energy-i-corps)?

Participant
- ○ Yes
- ● No

Keywords

Keyword
nuclear

Mission Narrative

Applicants must submit a short narrative document, which DOE will use to determine full proposal eligibility and merit review planning, as appropriate:

- Project Title
- Tracking ID#
- DOE Facilities(s) and proposed partner(s), if applicable
- A brief project narrative not to exceed 5,000 characters (including spaces and punctuation), which DOE may use for public release

Name File: **2020_TCF_PED_"Tracking ID#".pdf (Do NOT use special characters, other than underscore, or spaces in the file name.)**

	Attachment Name	File Size	File Upload Date	Content Type	
View	2020_TCF_PED_19036.pdf	880905	8/26/2019 10:23:44 AM	application/pdf	

1. To Submit the Proposal Eligibility Declaration, click the "Save and Submit" button at the bottom of the form.

2. The site will alert you if a submission requirement has not been met.

3. Applicants will receive an email notification upon successful submission.

Mission Narrative

Applicants must submit a short narrative document, which DOE will use to determine full proposal eligibility and merit review planning, as appropriate:

- Project Title
- Tracking ID#
- DOE Facilities(s) and proposed partner(s), if applicable
- A brief project narrative not to exceed 5,000 characters (including spaces and punctuation), which DOE may use for public release

Name File: **2020_TCF_PED_"Tracking ID#".pdf (Do NOT use special characters, other than underscore, or spaces in the file name.)**

Attachment Name	File Size	File Upload Date	Content Type	
No Mission Narrative uploaded.				

Attach File

Agreement Requirements: I, my home organization, and my proposed partner(s) have read and agree to all requirements as outlined in the TCF Solicitation. Agreement by all parties to these requirements is indicated upon submission.

After completing and saving this form, the applicant may edit the saved version until Thursday, October 10, 2019 3:00 PM MT. To submit the proposal for final review, the applicant **MUST** click on the "Save and Submit" below. **Forms in the system that are "Saved" but not "Submitted" are considered incomplete and will not be reviewed.**

For assistance with PROPs, please contact Nick Case at 208-526-7804 or tcfsubmissions@inl.gov.

Save   Save and Submit

1. To make changes to a Proposal Eligibility Declaration that has already been submitted, click on "Applications" on the top of the page.

2. All submitted applications will be listed.

3. Click the pencil next to the proposal you are wanting to make any changes.

Mission Narrative

Applicants must submit a short narrative document, which DOE will use to determine full proposal eligibility and merit review planning, as appropriate:

- Project Title
- Tracking ID#
- DOE Facilities(s) and proposed partner(s), if applicable
- A brief project narrative not to exceed 5,000 characters (including spaces and punctuation), which DOE may use for public release

Name File: **2020_TCF_PED_"Tracking ID#".pdf (Do NOT use special characters, other than underscore, or spaces in the file name.)**

	Attachment Name	File Size	File Upload Date	Content Type	
View	2020_TCF_PED_19036.pdf	880905	8/26/2019 10:23:44 AM	application/pdf	

Agreement Requirements: I, my home organization, and my proposed partner(s) have read and agree to all requirements as outlined in the TCF Solicitation. Agreement by all parties to these requirements is indicated upon submission.

After completing and saving this form, the applicant may edit the saved version until Thursday, October 10, 2019 3:00 PM MT. To submit the proposal for final review, the applicant **MUST** click on the "Save and Submit" below. **Forms in the system that are "Saved" but not "Submitted" are considered incomplete and will not be reviewed.**

For assistance with PROPs, please contact Nick Case at 208-526-7804 or tcfsubmissions@inl.gov.

Withdraw Submission

1. Scroll to the bottom of the screen. Select the "Withdraw Submission" button.
2. Make any necessary changes.
3. Be sure to "Save and Submit" your Proposal Eligibility Declaration once all necessary changes have been made.
4. Changes can be made up until the due date.

As before, click the "Create New Application" link to begin the full proposal process.

Current Open Calls

Below are the current calls for which you may submit an application under the Technology Commercialization Fund (TCF). Select "Create New Application" next to the call for which you wish to apply. Incomplete applications may be saved. Saved applications are given an ID number and will be listed below.

	Call Name	End Date	Fiscal Year
Create New Application	FY20 TCF Full Proposal	12/12/2019 3:00:00 PM	2020

Your Applications

Following is a list of your saved applications. Click on the pencil icon to make edits.

			Tracking ID	Call Name	Title	Proposal Status	Delegated Rights	Reviewer Comments
✏️	🔒		TCF-PED-20-19037	FY20 TCF Proposal Eligibility Declaration	test	Submitted		

From the dropdown menu, select the Proposal Eligibility Declaration ID number that corresponds to the Proposal you want to submit.

Then click the "Select" button to generate the form.

1. All of the information provided in the Proposal Eligibility Declaration will carry over to the full proposal form. This information is not editable.

2. To make changes to any non-editable field, please contact TCF@hq.doe.gov. Upon approval, OTT will update the form with the edits.
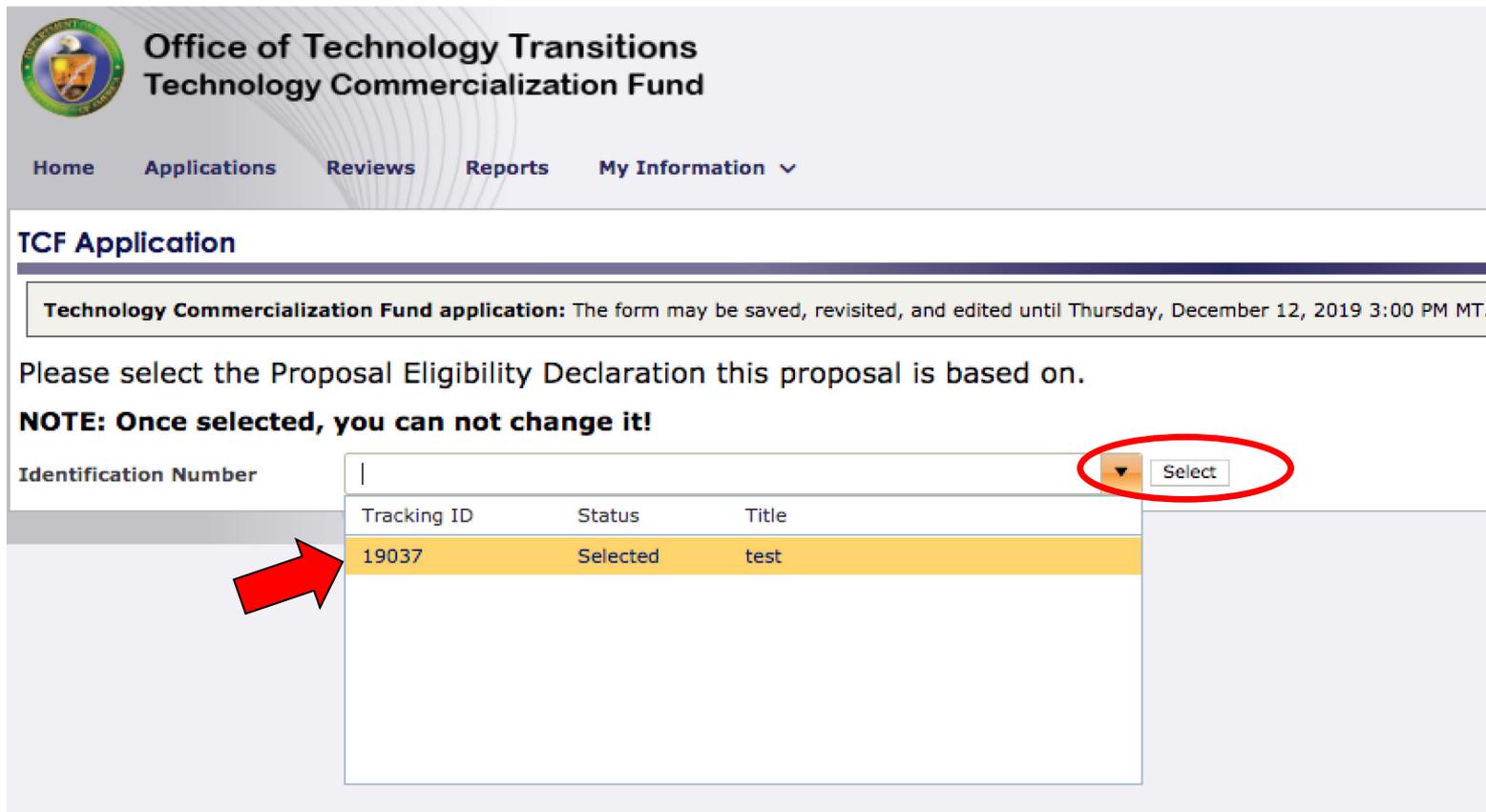
Office of Technology Transitions
Technology Commercialization Fund

Home   Applications   Reviews   Reports   My Information ⌄

TCF Application

Technology Commercialization Fund application: The form may be saved, revisited, and edited until Thursday, December 12, 2019 3:00 PM MT.

Call	FY20 TCF Full Proposal
Tracking ID	TCF-20-19037 (status - Working)
Project Title	test
Period of Performance	22
Brief Overview	Test

Principal Investigator Information

Salutation	Dr.
First Name	Test
Last Name	Case
Phone Number	208-555-1212 (XXX-XXX-XXXX)
Primary Email	tfcsubmissions@inl.gov
Confirm Email	tfcsubmissions@inl.gov
Alternate Email	

Tech Transfer Points of Contact

First	Last	Phone	Email
Lisa	Aldrich	1-208-569-0405	lisa.aldrich@inl.gov
Jason	Stolworthy	1-208-526-3437	jason.stolworthy@inl.gov

Applicants will need to provide the following information: Proposal Narrative, Budget Information, Technical Summary/ Abstract, and Budget spreadsheet.

Proposal Narrative

The proposal narrative document will include the commercialization plan and technical narrative. Please refer to the solicitation for directions and guidelines.

	Attachment Name	File Size	File Upload Date	Content Type	
No Proposal Narrative uploaded.					

Attach File

Budget Information

The Budget template can be found here.

Funding Requested

Non-Federal Matching Funds

Proposed Total Budget

Non-Federal Sources ☐ Laboratory has verified that matching funds are from non-federal sources

	Attachment Name	File Size	File Upload Date	Content Type	
No Budget uploaded.					

Attach File

Technical Summary/Abstract

	Attachment Name	File Size	File Upload Date	Content Type	
No Technical Summary/Abstract uploaded.					

Attach File

Appendices

	Attachment Name	File Size	File Upload Date	Content Type	
No Letter of Commitment uploaded.					

Attach File

Please attach **Resumes/CVs** in this section (optional).

	Attachment Name	File Size	File Upload Date	Content Type	
No CVs uploaded.					

Attach File

Please attach **Letters of Support** in this section (optional).

	Attachment Name	File Size	File Upload Date	Content Type	
No Letters of Support uploaded.					

Attach File

After completing and saving this form, the applicant may edit the saved version until Thursday, December 12, 2019 3:00 PM MT. To submit the proposal for final review, the applicant **MUST** click on the "Save and Submit" below. **Forms in the system that are "Saved" but not "Submitted" are considered incomplete and will not be reviewed.**

For assistance with PROPs, please contact Nick Case at 208-526-7804 or tcfsubmissions@inl.gov.

Save   **Save and Submit**

Previously Funded

TrackingID	Complete	Funding Description	Action
None			
+ Add			🖶

Government Funding ○ Yes ● No

Government Funding Description
Please enter a brief (500 characters or less) description of government funding.

Previously Funded - If your project or technology received any earlier TCF funding

Government Funding – Federal Government Funding, other than TCF

You must download the budget spreadsheet and include the completed form in your proposal submission. "2020 TCF Budget "Tracking ID #". Xlsx".

| | TCF Project Title: | FY20 TCF Project Title |
| | TCF Tracking Number: | TCF-20-XXXX |

TCF Proposal Budget Breakout FY 2020	Total TCF Share	Total Non-Federal Share	Non-Federal Share: Cash	Non-Federal Share: In-Kind	Total Project Costs	% Share	
A. Personnel	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
B. Travel	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	50/50 Matching Funds Requirement Satisfied? Y/N
C. Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
D. Supplies	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
E. Contractual	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
F. Other	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
G. Total Direct Charges	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
H. Indirect Charges	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
I. Total Project Costs	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	

TCF Proposal Budget Breakout FY 2021	Total TCF Share	Total Non-Federal Share	Non-Federal Share: Cash	Non-Federal Share: In-Kind	Total Project Costs	% Share	
A. Personnel	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
B. Travel	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	50/50 Matching Funds Requirement Satisfied? Y/N
C. Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
D. Supplies	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
E. Contractual	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
F. Other	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
G. Total Direct Charges	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
H. Indirect Charges	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
I. Total Project Costs	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	

TCF Proposal Budget Breakout FY 2022	Total TCF Share	Total Non-Federal Share	Non-Federal Share: Cash	Non-Federal Share: In-Kind	Total Project Costs	% Share	
A. Personnel	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
B. Travel	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	50/50 Matching Funds Requirement Satisfied? Y/N
C. Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
D. Supplies	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
E. Contractual	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
F. Other	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
G. Total Direct Charges	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
H. Indirect Charges	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
I. Total Project Costs	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	

TOTAL TCF Proposal Budget Breakout	Total TCF Share	Total Non-Federal Share	Non-Federal Share: Cash	Non-Federal Share: In-Kind	Total Project Costs	% Share	
A. Personnel	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
B. Travel	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	50/50 Matching Funds Requirement Satisfied? Y/N
C. Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
D. Supplies	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
E. Contractual	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
F. Other	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
G. Total Direct Charges	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
H. Indirect Charges	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	
I. Total Project Costs	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	

*Please note that in order to be eligible for DOE Funding, a proposal MUST meet the 50/50 cost share requirement as defined in the FY20 TCF Solicitation. It is possible for the non-Federal match to exceed the funding contributed by the TCF, if the DOE site or private partner wished to provide more than 50% of the total project cost.

1. To update your Proposal Eligibility Declaration and/or Proposal, go to the "Applications" tab.

2. Click the "Pencil" icon to the left of the Tracking ID under "Your Applications".

3. Update the application with the missing or incorrect information.

4. Click "Save" to save your updated information.

Current Open Calls

Below are the current calls for which you may submit an application under the Technology Commercialization Fund (TCF). Select "Create New Application" next to the call for which you wish to apply. Incomplete applications may be saved. Saved applications are given an ID number and will be listed below.

	Call Name	End Date	Fiscal Year
Create New Application	FY20 TCF Proposal Eligibility Declaration	10/10/2019 12:00:00 AM	2020
Create New Application	FY20 TCF Full Proposal	12/12/2019 3:00:00 PM	2020

Your Applications

Following is a list of your saved applications. Click on the pencil icon to make edits.

			Tracking ID	Call Name	Title	Proposal Status	Delegated Rights	Reviewer Comments
✏	🔒	✗	TCF-19-19063	FY20 TCF Full Proposal	Test Project Title Example	Working		
✏	🔒	✗	TCF-PED-20-19063	FY20 TCF Proposal Eligibility Declaration	Test Project Title Example	Submitted		

Office of Technology Transitions
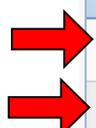
1. To delegate your Proposal Eligibility Declaration and/or Proposal, go to the "Applications" tab.

2. Click the "Lock" icon to the left of the Tracking ID.

3. In the "New and Pending Delegation Requests," select "Create New Request."

4. Provide the requested information on the individual receiving delegation rights, the type of permission they will receive, and click the "check" icon. The person must have a user account.

Direct questions about the TCF program rules and proposal process to TCF@hq.doe.gov.

Questions about using the online Proposal and Review Operations Platforms (PROPs) should be directed to TCFSubmissions@inl.gov.

All Q&A will be distributed to the TCF POCs at the Facilities, as well as to anyone who submits a question during the Q&A period.

Information via other channels will not have standing from OTT.

Questions about the TCF program rules and proposal process:
TCF@hq.doe.gov

Questions about using the Proposal and Review Operations Platforms (PROPs), the online application portal:
TCFSubmissions@inl.gov