

Basic and Applied Research Loan/Grant

2 O.S.85-3.1 sets forth authority for the Oklahoma Agriculture Enhancement and Diversification Board (AEDB):

The purpose of the Oklahoma Agriculture Enhancement and Diversification Program is to promote and encourage the interests of agriculture through the allocation of funds, by grant or loan, to individuals, cooperatives and other agricultural entities to provide assistance to projects dealing with the development of new or expanded uses of agriculture products, and to increase productivity and added value of agricultural products.

The Oklahoma Agriculture Enhancement and Diversification Program offers you the opportunity to apply for a basic or applied research loan/grant. Applicants should focus research efforts on use and processing of agricultural products and by-products.

The Board is seeking applications that develop the expanded use of technology for processing agricultural products and by-products in Oklahoma. The application must not be aimed at business expansion or creation without regard to agricultural products utilization, must not include research that cannot reasonably be expected to result in a marketable product, or cannot already have been duplicated by other research efforts. Successful applications will exhibit thoughtful planning, expansion of jobs in the rural areas, and a reasonable opportunity for commercialization.

A royalty on the sale or lease of any product, process or service developed from the research conducted by the loan or grant may be paid to the Oklahoma Agriculture Enhancement and Diversification Program. Royalty agreements shall be negotiated at the time of the loan or grant contract and shall be structured so that a portion of the investment of public funds can be recovered.

Each application will be considered on an individual basis and on its own merits. A 15 minute oral presentation to the Board is required. The Board reserves the right to reject any loan application.

For additional information please contact Jason Harvey at (405) 606-1477.

BASIC AND APPLIED RESEARCH LOAN/GRANT APPLICATION

A. APPLICANT INFORMATION

Name _____

Mailing Address _____ County _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Email _____ Website _____

Federal Tax Identification Number _____ Number of years in Business _____

Previous names, if any, used by applicant (other than name listed above) _____

Driving directions to your location from nearest town:

Have you received grant or loan funding before: YES / NO (If yes complete next 3 questions)

Entity/Source _____

Dollar amount _____

What type of project was it for _____

B. ADVISOR INFORMATION

Name _____ Occupation _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Email _____

Applicants must receive a letter of endorsement from an agricultural specialist (refer to the list on the cover sheet of this application form) indicating that they have reviewed the projections in this request. Please attach a brief resume for the applicant and applicant advisor.

C. GENERAL DESCRIPTION OF THE PROJECT

- 1) Loan/Grant Application Amount: \$ _____
Estimated Cost of Project: \$ _____

- 2) Brief description of the project and process to be used.

- 3) Briefly describe the product or process that will result from the research and likelihood of commercialization.

- 4) Describe any previous research done in this particular research area.

- 5) What potential market is there for this research project?

- 6) Please attach a detailed timeline for the project and explain the methodology to be used including:
 - a) objectives,
 - b) tasks,
 - c) milestones, and
 - d) research sites,

- 7) How will the Oklahoma agricultural community benefit from this research project?

- 8) How will the research project benefit the applicant and/or the use of the end-product?

9) What will the loan/grant funds be used for? Why is this loan/grant needed?

10) How will this project enhance jobs creation and economic development?

11) List project co-sponsors or private sector partners (including name of organization, address, telephone, key contact and nature of participation) and attach a letter of intent to participate for each co-sponsor.

12) List of principal investigator(s) and other members of the research team. Resumes, no longer than 2 pages per member, must be attached to the application.

13) Please list the name and phone numbers of two references who are familiar with the applicant's work relevant to this application. The Board will contact these references.

Name _____

Address _____ City _____ State _____ Zip _____

Phone _____

Name _____

Address _____ City _____ State _____ Zip _____

Phone _____

D. This Agricultural Enterprise is:

- _____ Sole Proprietorship
- _____ Partnership
- _____ Co-operative
- _____ Domestic Limited Liability Company
- _____ Other (Specify)

Please provide the following information for all categories other than sole proprietors.

	<u>Name</u>	<u>% Ownership</u>	<u>Social Security Number</u>
1)	_____	_____	_____
2)	_____	_____	_____
3)	_____	_____	_____
4)	_____	_____	_____

E. INSTRUCTIONS

- a) Applications, including all supplements, should be limited to twenty (20) pages. Promotional materials or unrelated materials are discouraged. The supplements to be completed by the applicant are attached as follows:
 - 1. Supplement A - Statement of Potential Funding Sources
 - 2. Supplement B - Project Budget
- b) Fifteen (15) copies of the proposal must be delivered or mailed to the Board at:

Oklahoma Agriculture Enhancement and Diversification Program
P.O. Box 528804
2800 N Lincoln Blvd.
Oklahoma City, OK 73152

F. CONCLUSION

By affixing their signature(s) to this application, the applicant(s) certify that they have read and understood the Guidelines governing award of these loans/grants and agree to all conditions set forth therein and that all information contained in this application package is true to the best of the applicant's knowledge, information and belief.

The Oklahoma Agriculture Enhancement and Diversification Board reserves the right to modify or terminate any subsequent agreements with applicant if, at a future date the Board becomes aware of material misrepresentation(s) contained in this application.

Name (type or print): _____

Signature: _____

Title: _____

Date: _____

SUPPLEMENT A
Statement of Potential Funding Sources

Proposed Funding Sources Other Than the Agriculture Enhancement and Diversification Board:

Source	Funding Request	Anticipated Date of Funding
Internal		
Commercial Lender		
Venture Funding		
Foundation		
State Legislature		
State Program (specify) 1. 2.		
Federal Program (specify) 1. 2.		
Other Sources (specify) 1. 2. 3.		
Total Proposed Funding		

SUPPLEMENT B
Project Budget

Expenditure	AEDB Request	Internal ***	Other ***	Total
Salaries/Fringe Benefits (Name Recipients & anticipated amount for each)				
*Equipment/Supplies (Specify)				
Travel (Specify)				
Advertising Costs (Specify)				
Printing Costs (Specify)				
Computer Lease or Rental Costs				
Consultant Fees – Attach Copy of RFP’s if any (Break out & identify the cost of each source)				
**Other Direct Costs (Specify)				
Indirect Costs (Specify – AEDB does not fund indirect costs)				
Total				

*The Board does not typically fund equipment.

**Administration fees may be included under direct costs.

***Only matching costs which are directly related to this phase of the project will be considered.