

# SAMPLE

## Commonwealth Research Commercialization Fund (CRCF)

### MATCHING FUNDS PROGRAM

PRINCIPAL INVESTIGATOR	
<b>Salutation*</b> <i>(Select one)</i>	Mr., Ms., or Dr.
<b>First Name</b>	Auto-populated <i>(not modifiable)</i>
<b>Last Name</b>	Auto-populated <i>(not modifiable)</i>
<b>Job Title</b>	Auto-populated <i>(not modifiable)</i>
<b>Organization</b>	Enter your organization name if different from that of the applicant organization.
<b>Department</b>	
<b>Address*</b>	Provide a physical address; no P.O. boxes.
<b>City*</b>	
<b>State</b>	Virginia <i>(not modifiable)</i>
<b>Zip*</b>	
<b>County*</b>	
<b>Telephone</b>	Auto-populated <i>(not modifiable)</i>
<b>Email Address</b>	Auto-populated <i>(not modifiable)</i>
AUTHORIZED REPRESENTATIVE	
<b>Principal Investigator and Organization's Authorized Representative*</b>	Are the Authorized Representative and the Principal Investigator the same individual? <i>If yes, this section is not required; if no, the remaining fields in this section are required, exclusive of Organization and Department.</i>
<b>Salutation</b> <i>(Select one)</i>	Mr., Ms., or Dr.
<b>First Name</b>	
<b>Last Name</b>	
<b>Job Title</b>	
<b>Organization</b>	Enter your organization name if different from that of the applicant organization.
<b>Department</b>	
<b>Address</b>	Provide a physical address; no P.O. boxes.
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<b>State</b>	
<b>Zip</b>	
<b>County</b>	
<b>Telephone</b>	
<b>Email Address</b>	
PROJECT INFORMATION	
<b>CRCF Reference Number</b>	Auto-populated <i>(not modifiable)</i>
<b>Amount of CRCF Funds Requested*</b>	Requests may not exceed \$150,000.
<b>Matching Funds Amount*</b>	Matching funds must be provided in an amount at least one-to-one to the CRCF request.
<b>CRCF Program Type</b>	Auto-populated from LOI <i>(not modifiable)</i>
<b>Project Title</b>	Auto-populated from LOI <i>(not modifiable)</i>
<b>Project Summary*</b>	Provide a 1-2 sentence (max) summary of your proposed CRCF project, in layman's terms, that may be used to publically describe your project.
<b>Project Start Date*</b>	(Earliest start date: June 15, 2020) MM/DD/YYYY
<b>Project End Date*</b>	MM/DD/YYYY

**\*Required field**

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<b>Industry Sector</b>	Auto-populated from LOI ( <i>not modifiable</i> )
<b>Resubmission?*</b>	Is this project a resubmission of a non-funded proposal from FY2012-19? <i>If yes, field will appear with prompt to enter the CRCF reference number for the most recent <u>non-funded</u> project; this is not the number of the FY2020 project which appears at the top of this section.</i>
<b>Commonwealth Grant Programs*</b>	Have you received an award or do you have a pending application for this technology from VRIF, CHRB, and/or VBHRC / The Catalyst?
<b>Proposal*</b> (PDF format)	<b>Upload Field</b>  Save the file with the pre-assigned reference number, using nomenclature: CRCFREF#_Proposal (Example: MF20-999-CS_Proposal). Then, upload the completed Proposal in PDF format. When finished, click "Done". Only one (1) file is permitted in this upload field. File size may not exceed 5MB.
<b>Budget*</b> (Microsoft Excel format)	<b>Upload Field</b>  Save the file with the pre-assigned reference number, using nomenclature: CRCFREF#_Budget (Example: MF20-999-CS_Budget). Then, upload the completed Budget in Microsoft Excel format. When finished, click "Done". Only one (1) file is permitted in this upload field. File size may not exceed 5MB.
<b>Appendix*</b> (PDF format)	<b>Upload Field</b>  Save the file with the pre-assigned reference number, using nomenclature: CRCFREF#_Appendix (Example: MF20-999-CS_Appendix). Then, upload the completed Appendix in PDF format. When finished, click "Done". Only one (1) file is permitted in this upload field. File size may not exceed 5MB.
<b>CERTIFICATION</b>	
<b>Certification*</b>	<i>By submitting this application, the applicant certifies compliance with the eligibility requirements and other conditions outlined in the program Guidelines.</i>
<b>REVIEW AND SUBMIT YOUR APPLICATION</b>	
Please review your application and all uploaded materials. If you are not ready to submit the application at this time, click the "Save Only" button at the bottom of the screen. Clicking "Submit" will automatically send the application to CIT; once submitted, the application may not be modified.	

**\*Required field**