BME-IDEA International Program - Student Grants

Please review guidelines carefully prior to submitting.

Introduction and Background

The Biomedical Engineering Innovation, Design and Entrepreneurship Alliance (BME-IDEA) is a consortium of leading faculty at over 150 institutions who are committed to sharing best practices in teaching innovation, design, technology transfer, and entrepreneurship. The Whitaker Foundation has supported interdisciplinary medical research, with a focus on biomedical engineering since 1975. The Foundation developed the Whitaker International Program to support the development of future Biomedical Engineering (BME) leaders with an international perspective, and on creating connections between the US and global BME community.

VentureWell, with the support from the Whitaker International Program, is implementing a new grants program, **BME-IDEA International:** *Developing Global Connections for US-based BME Design Faculty and Students.* The BME-IDEA International grants program will support collaborative project opportunities for US-based BME design students and faculty across the BME-IDEA global network, and will connect faculty members of the consortium to share resources, best practices, ideas, curriculum, knowledge, challenges, and opportunities around innovation in BME design.

The two goals of the BME-IDEA International grants program are to:

1) Build strong partnerships between US-based and global BME design and innovation programs including exchanges of faculty, students, resources, and best practices.

2) Foster the development of US-trained leaders in BME design and innovation who demonstrate a clear understanding of the challenges of teaching and practice in this field around the world, especially in Low and Middle Income Countries (LMIC) in Africa and Latin America.

Student Grants

VentureWell will award BME-IDEA International Grants of up to $9,000 for the development and implementation of BME student projects focused on innovation, design, and entrepreneurship. Student grants must demonstrate a clear understanding of the global host country's cultural context have a plan to engage with the existing knowledge, interest, and capacity of relevant local partners.

Institutions may apply to this and the BME-IDEA International Faculty Grants program. See below for further details and criteria for student grants.

Eligibility Requirements

To be considered for the BME-IDEA International grants program, applicants MUST:

- **Be US-based.** This program is open to US-based college or university student-led teams. Grant funds are awarded to the college or university, not directly to individuals, teams, or ventures. We cannot award funding to international universities at this time, but encourage their involvement in the project in which a US institution can serve as the recipient and steward of the grant.
- **Demonstrate In-Country Partner Support.** Selected BME projects will demonstrate a clear understanding of the global host country's cultural context as well as the existing knowledge, interest, and capacity of relevant local partners. At least one letter of support from a local partner institution is required.
- **Be from a VentureWell Member Institution**. Proposals may include non-member partners from education, nonprofits, industry, NGOs, governments and/or the investment community, etc. Check your institution's VentureWell membership: (https://venturewell.org/venturewell-member-list/)
- **Demonstrate Institutional Support.** All teams are required to obtain verification of support from a Principal Investigator (PI), Administrative Contact (AC), and Department Chair (DC). See "Required Verifications of Support" section for details.
- **Demonstrate Project Fit.** VentureWell supports the development of science/engineering-based innovations that are scalable, commercially promising, and have a positive impact on the world.

Application Timeline

- Application open: December 2019
- Application closes: February 26, 2020
- Final decisions and notifications: week of April 13, 2020

Application Process

Institutional Support

Before you start your application, you should contact your Office of Sponsored Research or the equivalent well ahead of the grant deadline to inform them of your intention to submit a proposal. VentureWell requires electronic verification of institutional support of your proposal. In addition, most institutions require a full proposal for administrative review and approval before it can be submitted to VentureWell.

These institutional representatives must verify their support of your proposal by responding to an automated email request from our proposal system and entering their initials online. (This process is triggered within the online proposal process). The system will not allow you to submit your proposal until support has been verified from each of the following individuals:

- **Principal Investigator (PI)** The PI takes primary responsibility for the proposal and will have overall responsibility for the grant and reporting. Ideally, a tenured or tenure-track faculty and/or staff member serves as the PI. Co-PIs are allowed, but one lead PI must be identified. Students may not serve as PIs.
- **Administrative Contact (AC)** VentureWell defines the AC as a grants administrator or fiscal officer authorized to sign the award letter and commit the institution to the terms of the grant, should you be funded. The AC should be someone in your institution's Office of Sponsored Programs/Research. PIs, other faculty or students may not serve as the AC.
- **Department Chair (DC)** The DC (or equivalent) will need to indicate his/her awareness of and support for your proposal as a demonstration of institutional commitment to the proposal. The DC has no additional or on-going responsibilities related to the grant.

Intellectual Property (IP) Policies

VentureWell supports teams as they work toward commercialization of their inventions. Ownership of discoveries or inventions resulting from activities financed by a VentureWell grant will be governed by grantee institutions' IP policies. If a school does not have an IP policy, then the institution must develop an agreement that establishes ownership of ideas resulting from student teams' work.

Team members should have rights and access to all IP, subject to the rules of their home institutions, unless assigned to others in exchange for support, sponsorship, or funding. Teams will be encouraged to retain a significant and motivating interest in their project results.

Please read and understand your institution's IP policy before submitting an application. VentureWell takes no financial or ownership interest in the projects supported by these grants.

Proposal Components

Proposals should be specific, clear, and compelling. The following components are required and should be combined into a single PDF file:

- **Title page (1 page)**

- **Project narrative.** Include your work plan and timelines in your narrative. For student grants, no more than five pages.

- **Proposed budget.**

- **Resumes.** Include resumes of Principal Investigator and key collaborators

- **Letter(s) of support.** For student grants, a minimum of two letters are required: one from your university/college to demonstrate institutional support and one from your in-country partner institution.

You may include other supporting documents in an Appendix (optional).

Required Application Components Detail

The following documents are required as part of your application and must be included in the following order, combined together in a single PDF:

> 1. Title page (1 page) 2. Narrative (no more than 5 pages for student projects) 3. Budget. 4. Key team member resumes (limit of three pages per resume). 5. Letters of support.

1. Title Page (Required): Please create a title page with the following information. Your title page is NOT included in the 5-page limit for your narrative.

- Name of team/name of project;
- Name of US university and any partner universities or institutions;
- List of student team members including name, degree sought, and year of expected graduation for each person (student project);

2. Narrative (Required): The narrative may not exceed 5 pages in length (12 point font). Please include any images referenced in your narrative in the body of the narrative, NOT as appendices. Please prepare a narrative description that includes the following:

- <u>Abstract:</u> An overview of the project being proposed, the activities, and the potential outcomes of the partnership.
- <u>Description of the project</u>: What is the project being proposed? What problem are you looking to solve? What are the clinical, market and/or industry needs that you intend to address? How would a global partnership help in solving that problem?
- <u>Project objective statement</u>: How does your team intend to address the problem? How does your project fit within the existing medical/healthcare system and support the existing local capacity to solve the problem?
- <u>Partner Institution</u>: What is your existing relationship with the local partner institution and how does this project align with their priorities?
- <u>Differentiation/Innovative</u>: What is unique about the project you are proposing? What other projects are currently being done to solve the problem and/or what are the anticipated alternate methods that could be in competition with you in the future? How does the partnership being proposed add unique value to the project?
- <u>Sustainability:</u>. What are the plans after the project funding and activities are complete? How will local partners continue this work?
- <u>Work Plan:</u> Create a simple table in the narrative that includes:

- A list of the milestones and a timeline for accomplishing each during the grant period.
- The number of estimated student teams formed/supported each year and the number of participating students.
- NOTE: Project timelines cannot exceed two years. Please allow 6 months between completion of project and final report.

- Outcomes:What does success look like? Please phrase outcomes as specific, measurable, attainable, realistic, and timebound.

3. Budget (required): Your proposed budget is a key element of your application. Up to $9,000 may be requested for student grants. The use of funds should align with the proposed timeline and activities in the proposal. The grantee institution owns any equipment purchased with grant funds, and therefore may impact IP developed with the equipment. Please be aware of your university's IP policies. Please note that VentureWell will typically not fund the purchase of equipment that is considered part of a college or university infrastructure. Proposed funds for equipment should be less than 1/3 the total proposed budget.

Instructions and specific expense definitions can be found in the budget section of the application, and are also summarized below. Be sure to explain your proposed expenses in the "justifications" section of the budget step.

Eligible expenses examples:
- Travel
- Conference registrations
- Materials and supplies
- Equipment expenses totaling less than 1/3 the total proposed budget
- Consulting and technical services that cannot be obtained within the university
- Other direct costs

Ineligible expenses examples:
- Equipment expenses above 1/3 the total proposed budget
- Indirect costs/overhead/F&A***
- Faculty salaries
- Publicity expenses

Please note: VentureWell does not allow overhead to be taken out of any of its grant awards.

4. Resumes (required): Resumes should be no more than two pages each and are required only for key team members. No more than four resumes should be included. Resumes are not needed for the Administrative Contact or other non-key team members or collaborators.

5. Letter(s) of Support (required): Letters of support demonstrate to reviewers the institutional support for your project and/or verify partnerships discussed in your narrative.

For student grants, a minimum of two letters are required: one from your university/college to demonstrate institutional support and one from your in-country partner institution.

How are Entries Evaluated?

Selected BME student projects will focus on innovation, design, and entrepreneurship focus on a compelling need, and must demonstrate a clear understanding of the global host country's cultural context as well as the existing knowledge, interest, and capacity of relevant local partners. Projects will be evaluated by external review based on three main criteria.

> 1) Quality and potential impact of the proposed project (i.e. realistic and feasible timelines, innovative and unique project ideas, clear and compelling approach, etc.)

> 2) Quality of the partnership, including understanding of local priorities and capacities and support of local institutions and partners.

> 3) Commitment to the project, including a clear path to sustainability and commitment of student team.

If you have any questions, please email grants@venturewell.org or call usr 413-587-2172).