



Space Florida
505 Odyssey Way
Suite 300
Exploration Park, FL 32953
www.SpaceFlorida.gov

PROJECT PROPOSAL AND FINANCING REQUEST FORM

- All applicants must complete and submit a Request Form in order to be considered for selection.

Please review all materials before submitting an application. All sections must be complete to be considered for selection.

Request Form Cover Sheet

Applicant Information

Name of Primary Applicant		Funding Amount Sought																
Mailing Address	City/Town	State	Zip Code															
Telephone	Fax	Applicant Web Address																
Brief Summary of Project Proposal or Financing Request:																		
<p>Type of Entity (circle or highlight all that apply)</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Academia: K-12, Post-Secondary</td> <td style="width: 33%;">Financial Institution/Group</td> <td style="width: 33%;">Not-for-profit organization</td> </tr> <tr> <td>Architect/Engineer</td> <td>For-profit company/corporation</td> <td>Power distributor</td> </tr> <tr> <td>Consumer or public interest group</td> <td>Foundation</td> <td>Power generator</td> </tr> <tr> <td>Energy service company</td> <td>Government agency/authority</td> <td>Research organization</td> </tr> <tr> <td>Environmental interest/advocacy group</td> <td>Manufacturer</td> <td>Utility</td> </tr> </table>				Academia: K-12, Post-Secondary	Financial Institution/Group	Not-for-profit organization	Architect/Engineer	For-profit company/corporation	Power distributor	Consumer or public interest group	Foundation	Power generator	Energy service company	Government agency/authority	Research organization	Environmental interest/advocacy group	Manufacturer	Utility
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Name of Primary Contact Individual		Title																
Mailing Address																		
City/Town	State	Mailing Zip	Street Zip															
Telephone		Fax																
Contact e-mail address		Applicant Web Address																

Co-Proposer Information

Name of Co-Proposer (if applicable)			
Mailing Address	City/Town	State	Zip Code
Telephone	Fax	Co-Proposer Web Address	
Name of Contact Individual			
Contact Title		Contact e-mail address	

Name of Co-Proposer (if applicable)			
Mailing Address	City/Town	State	Zip Code
Telephone	Fax	Co-Proposer Web Address	
Name of Contact Individual			
Contact Title		Contact e-mail address	

Verification and Authorized Signature

<p>I verify that I am authorized to commit my organization and to make this application on behalf of the organization. I certify that the above information is correct and that the statements made herein, including all attachments and exhibits, are true and correct to the best of my knowledge. I understand that this application may be disqualified if it does not contain all required information. I understand that all materials submitted as part of the request form are subject to disclosure under the Florida Public Records Law. I acknowledge and agree that SF has no obligation, and retains the sole discretion to fund or choose not to fund or finance the proposal set forth herein, and that SF's receipt of the proposal does not imply any promise of funding or financing at any time.</p>	
Signature	Name (print)
Title	Date

Proposal Requirements

Please prepare a Proposal (no more than ten pages, excluding attachments) containing the following sections:

I. Company Description	
	A summary of the company's business mission and management team. This is to include information on the business opportunity that drove the formation of the company, when the company was founded, current number of employees and any branch offices and formal partnerships it currently has. The product or service is to be described and its stage of development. In addition, the competitive advantages of the company's product or service must be stated.
II. Financial Information	
A. Results & Projections	A summary of the company's financial history and current status, along with a projection for the next five years.
B. Results of Other Efforts to Raise Funds	This should include a list of funds currently being sought as well as a list of funds already received, the source of those funds, and any special terms and conditions associated with those funds.
III. Strategy for Growth	
	A statement of the company's goals for future growth, and plans for how the company will achieve those goals. This statement should also indicate how the proposed funding enhances that strategy and to what degree. Also to be included is a description of the company's marketing and sales programs, as well as any strategic partnerships or joint ventures with other companies.
IV. Risk Factors	
	An identification of both actual and anticipated business risk factors that the company must either currently confront, or will confront in the future. There should be brief, but sound indication of how the company will manage these risks. Also outline plans for managing those risks. Risk factors might include competition, lack of regulatory enforcement, litigation, and lack of funding
V. Proposed Use of Funds	
	The company's statement of the amount requested, and timing and projected use of the funds. The status of any commitments from matching funds sources must be included. Also to be included is a statement of how the company will benefit from the Space Florida funding or financing and the anticipated benefit to the state of Florida from having received those funds or financing.
V. Scope of Work and Budget	
	This information may be summarized but detailed enough to provide a full and clear picture of the project and associated budget.

One bound original application, one bound copy (no 3 ring binders, please), and one unbound copy of the application should be submitted, along with an electronic copy (in MSWord or Adobe Acrobat format) of the portions that are available in electronic form.

All applicants must submit this form as the cover to the Proposal or Request for Financing and above reference required documentation to the following:

Contracts
Space Florida
505 Odyssey Way
Suite 300
Exploration Park, FL 32953

Review/Evaluation Comments:

Approved

Denied

Rational for approval/denial:

President or Senior Vice President and CFO

Date