

Call for Projects Process

All applicants should read the **Spaceport Improvement Program Handbook** prior to applying. The outline below is what a simplified ideal flow for the call for projects process looks like. Incomplete applications or ineligible projects would be removed from the process until the project is ready for comprehensive review.

Call for Projects is Launched

Applications must be submitted between January and March 15 to be included in the next work program funding cycle. Applications are accepted year round.

Applicant Submits Application

Company submits a complete application with required supporting documents. During the Call For Projects cycle the applicant may meet with the Program Manager to review or ask questions.

Application Review

Applications are reviewed by Space Florida. Additional project details may be requested at this time.

Conditional Qualification Letter

Space Florida provides a letter to applicant that conditionally qualifies the project. If the project changes in anyway after this point, an updated application must be submitted and may effect the project eligibility.

Board Approval

Once the conditions of the letter are met, the project is taken to the Space Florida Board of Directors meeting for discussion and approval.

Funding Request to FDOT

SF and Applicant will work on a scope of work that is acceptable to the program. A funding request is submitted to FDOT for review and approval.

FDOT Approval & Agreement

FDOT Central Office reviews and approves the project and submits the project to District 5 for execution.

Contracts

All required contracts that are a part of the overall project are lined up and prepared for execution between Space Florida and the applicant.

Grant Contract Execution

The grant funding agreements are executed simultaneously once all other related contracts are executed.



On to Active Grant Process