

A Guide to Funding Opportunities for Innovation and Cluster-Based Economic Development

How to Navigate the Funding Process

U.S. Senator Kirsten E. Gillibrand
New York



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**Note: This document will be updated as information becomes available.*

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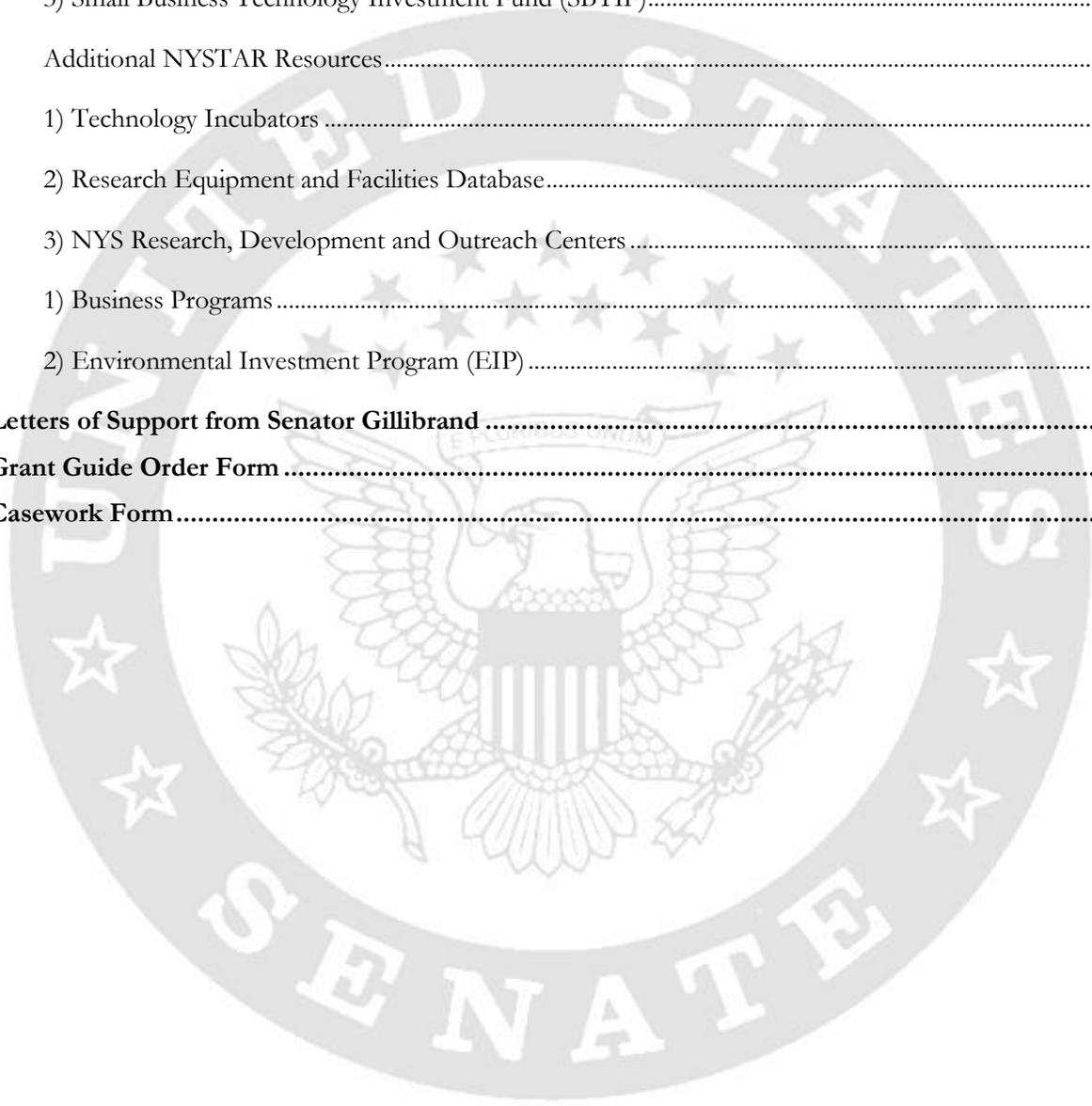
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Introduction

Dear Fellow New Yorker,

No other state is poised to lead in the high-tech economy of the future like New York. Our state is home to the universities, businesses, laboratories, researchers and the bright minds we need for long-term economic strength. From pushing for the permanent extension of the R&D tax credit to supporting legislation that fulfills workforce needs and supports entrepreneurs and business incubators, I have long been an advocate for federal policy that harnesses all of our state's potential to spark new industries, attract businesses and create new high-paying jobs. To grow the economy, businesses must work together and draw on regional strengths that can attract more investment to the area. The information in this guidebook details economic development programs that can help enable our communities, businesses and universities to do just that, capitalizing on cluster-based economic development strategies that foster regional economic growth.

Finding the resources that meet your needs in the complex web of federal and state agencies can be an almost impossible task. For this reason, I have created this guidebook to serve as a starting point in identifying what resources are available to individuals, businesses, community organizations and local governments. The guidebook's contents are by no means comprehensive, and as new programs and opportunities emerge, it will be updated to provide New Yorkers with the most information possible.

My Senate website (www.gillibrand.senate.gov) is continually updated with critical information about various funding opportunities that are available to you, how to access them, and where to apply. You should note that in addition to the programs listed below, you may be interested in my small business, green energy, and agriculture and rural development guidebooks for funding ideas for your economic development needs. These guidebooks, along with over ten others on specific funding topics, can be found on the following site: http://gillibrand.senate.gov/services/grants_central/. As you move forward with any grant opportunities, please contact Andrew Usyk, my grants director, for letters of support when applicable. You can reach him in my Washington, D.C. Office at grants@gillibrand.senate.gov, or (202)-224-4451.

Sincerely,



Kirsten E. Gillibrand
United States Senator

Federal Section I:

United States Economic Development Administration

The U.S. Economic Development Administration (EDA) has the mission of leading the federal economic development agenda by promoting competitiveness and preparing American regions for growth and success in the worldwide economy. EDA is an agency within the U.S. Department of Commerce that partners with distressed communities throughout the United States to foster job creation, collaboration and innovation.

In carrying out this mission, the Administration administers a variety of programs, including funding opportunities that support workforce development and job creation.

1) Planning and Local Technical Assistance Programs

- This program provides grant-based investments under the Planning and Local Technical Assistance Programs. These programs will help communities develop the planning and technical expertise to support communities and regions in their comprehensive, entrepreneurial, and innovation-based economic development efforts. Resulting in increased private investment and higher-skill, higher-wage jobs in areas experiencing substantial and persistent economic distress, these programs are designed to enhance the competitiveness of regions.

Additional Information:

- Under this program, EDA provides assistance to eligible recipients to create regional economic development plans in order to stimulate and guide the economic development efforts of a community or region. As part of this program, EDA supports Partnership Planning investments to facilitate the development, implementation, revision, or replacement of comprehensive economic development strategies.
- Applications are accepted by the EDA on a rolling basis and processed as received. Applications are accepted through grants.gov.

Eligibility:

- Eligible applicants for and eligible recipients of EDA investment assistance include: (1) District Organizations; (2) Indian Tribes or a consortium of Indian Tribes; (3) States, cities or other political subdivisions of a State, including special purpose units of a State or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions; (4) institutions of higher education or a consortium of institutions of higher education; or (5) public or private non-profit organizations or associations acting in cooperation with officials of a political subdivision of a State.

Contact Information:

- Calvin Edghill
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601 Walnut Street
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2) Economic Development Assistance Programs

- Grants made under these programs will focus on innovation and regional collaboration to create and retain higher wage and sustainable jobs, leverage the flow of private capital, encourage economic development, and strengthen America's ability to compete in the global marketplace.

Additional Information:

- Applications must address national strategic priorities, including technology-led development, support for small- and medium-sized businesses, global competitiveness and innovation, economic dislocation due to auto industry restructuring or natural disasters, commercializing research, and environmentally sustainable development.
- Successful applications will also assist economically distressed and underserved communities, demonstrate a good return on EDA investment, demonstrate or support regional collaboration to support the growth of innovation clusters, and employ public-private partnerships to leverage a expertise.

Eligibility:

- Eligible applicants for and eligible recipients of EDA investment assistance include: (1) District Organizations; (2) Indian Tribes or a consortium of Indian Tribes; (3) States, cities or other political subdivisions of a State, including special purpose units of a State or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions; (4) institutions of higher education or a consortium of institutions of higher education; or (5) public or private non-profit organizations or associations acting in cooperation with officials of a political subdivision of a State.

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3) Public Works and Economic Adjustment Assistance Programs

Opportunity

- This program will support construction, non-construction, and revolving loan fund investments under the Public Works and Economic Adjustment Assistance (EAA) programs. Grants made under these programs will leverage regional assets to support the implementation of regional economic development strategies designed to create jobs, leverage private capital, encourage economic development, and strengthen America's ability to compete in the global marketplace.

Additional Information:

- Successful applications will assist economically distressed and underserved communities, demonstrate a good return on EDA investment, demonstrate or support regional collaboration to support the growth of innovation clusters, and employ public-private partnerships to leverage a expertise.
- EDA is not authorized to provide grants directly to individuals or to for-profit entities seeking to start or expand a private business. Such requests may be referred to State or local agencies, or to non-profit economic development organizations serving the region in which the project will be located.

Eligibility:

- Eligible applicants for and eligible recipients of EDA investment assistance include: (1) District Organizations; (2) Indian Tribes or a consortium of Indian Tribes; (3) States, cities or other political subdivisions of a State, including special purpose units of a State or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions; (4) institutions of higher education or a consortium of institutions of higher education; or (5) public or private non-profit organizations or associations acting in cooperation with officials of a political subdivision of a State.

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4) FY 2012 Disaster Relief Opportunity

- Through this Disaster Relief Opportunity, EDA intends to award investments in regions experiencing severe economic distress as a result of natural disasters that were declared as major Federal disasters between October 1, 2010 and September 30, 2011. This program provides recipients with flexible tools to develop and implement regionally based long term economic development strategies in response to major federally declared disasters. The EAA program provides a wide range of technical, disaster recovery, economic recovery planning, and public works assistance. It responds adaptively to pressing economic recovery issues and is well-suited to help address challenges faced by regions affected by natural disasters.

Additional Information:

- Through this program, EDA can support the development of disaster recovery strategies and recovery implementation, including infrastructure improvements and by using revolving loan funds (RLFs). EDA recognizes that urgent infrastructure rebuilding needs exist throughout disaster impacted regions. In EDA's experience with post disaster recovery, the most effective long-term rebuilding efforts are based on long-term development or redevelopment strategies.
- EDA is not authorized to provide grants directly to individuals or to for-profit entities seeking to start or expand a private business. Such requests may be referred to State or local agencies, or to non-profit economic development organizations serving the region in which the project will be located.

Eligibility:

- Eligible applicants for and eligible recipients of EDA investment assistance include: (1) District Organizations; (2) Indian Tribes or a consortium of Indian Tribes; (3) States, cities or other political subdivisions of a State, including special purpose units of a State or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions; (4) institutions of higher education or a consortium of institutions of higher education; or (5) public or private non-profit organizations or associations acting in cooperation with officials of a political subdivision of a State.

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Federal Section II:

United States Small Business Administration

Small Business Innovation Research Program (SBIR)

The Small Business Innovation Research Program is coordinated by the Small Business Administration, in which 2.5% of the total extramural research budgets of all federal agencies with extramural research budgets in excess of \$100 million are reserved for contracts or grants to small businesses. In 2010, that represented over \$1 billion in research funds.

SBIR is a highly competitive program that encourages small business to explore their technological potential and provides the incentive to profit from its commercialization. By including qualified small businesses in the nation's R&D arena, high-tech innovation is stimulated and the United States gains entrepreneurial spirit as it meets its specific research and development needs.

SBIR targets the entrepreneurial sector because that is where most innovation and innovators thrive. However, the risk and expense of conducting serious R&D efforts are often beyond the means of many small businesses. By reserving a specific percentage of federal R&D funds for small business, SBIR protects the small business and enables it to compete on the same level as larger businesses. SBIR funds the critical startup and development stages and it encourages the commercialization of the technology, product, or service, which, in turn, stimulates the U.S. economy.

Each year, eleven federal departments and agencies are required by SBIR to reserve a portion of their R&D funds for award to small business. The following information is broken down by the resources and programs available within each department SBIR program. Much of the work is done in multiple phases; I and II detail the creation of a certain project whereas III deals with the eventual commercialization of the resultant product.

For complete information on the SBIR Program, you can go to the following link:
<http://www.sbir.gov>

1) U.S. Department of Agriculture SBIR Program

- The Small Business Innovation Research (SBIR) program at the U.S. Department of Agriculture (USDA) makes competitively awarded grants to qualified small businesses to support high quality, advanced concepts research related to important scientific problems and opportunities in agriculture that could lead to significant public benefit if successful.

Additional Information:

- The main programs executed by the USDA are Small Business Innovation Research Program, Phases I and II. SBIR Phase I grants are limited to \$100,000 and duration of 8 months and are open to any small business concern that meets the SBIR eligibility requirements. SBIR Phase II grants are limited to \$500,000 and duration of 24 months and are only open to previous Phase I awardees. SBIR program funds are allocated in proportion to the number of proposals received over 10 broad topic areas.

Eligibility:

- For Phase I, small businesses and small proprietorships that are in business for profit are eligible to submit applications to this program. Each organization submitting a proposal must qualify as a small business concern for research or research and development purposes.
- For Phase II, each above requirement must be met in addition to the receipt of a Phase I grant.

Contact Information:

- Charles F. Cleland
National Program Leader
3252 Waterfront Centre
800 9th St., SW,
Washington, DC 20024
(202) 401-4002
<http://www.nifa.usda.gov/funding/sbir/sbir.html>

2) U.S. Department of Commerce – National Institute of Standards and Technology SBIR Program

- The National Institute of Standards and Technology's (NIST) Small Business Innovation Research (SBIR) program solicits from small businesses scientific and engineering related R&D proposals for contracts that respond to specific technical needs that are specified in the annual solicitation that will be posted here: <http://www.nist.gov/tpo/sbir/>
- Only proposals responding to those specific technical needs expressed in the NIST Solicitation will be reviewed and evaluated for possible funding.

Additional Information:

- SBIR Programs do not fund projects that have already established a proof-of-concept. The first phase of any SBIR award is a feasibility study, and that phase may not be skipped.
- The NIST SBIR Program awards contracts as the funding agreement type for its awards. As such, research conducted by small businesses awarded NIST SBIR funds perform R&D in accordance with Federal Acquisition Regulation (FAR) rules and under the supervision of a NIST technical representative that monitors the progress of the R&D.
- The NIST SBIR Program does not award grants.

Eligibility:

- Specific eligibility requirements and evaluation criteria for NIST's SBIR program can be found at the following site: <http://www.nist.gov/tpo/sbir/participation-eligibility-and-evaluation-criteria.cfm>

Contact Information:

- SBIR Program
Technology Partnerships Office
100 Bureau Drive, M/S 2200
Gaithersburg, MD 20899-2200
(301) 975-6691 or (301) 975-4188
sbir@nist.gov

3) U.S. Department of Commerce – National Oceanic and Atmospheric Administration (NOAA) SBIR Program

- NOAA's Office of Research and Technology Applications (ORTA) SBIR functions are NOAA-wide. ORTA invites small businesses to submit research proposals that meet the needs of the specifically-defined research areas announced in the annual solicitation.
- Objectives of this program include stimulating technological innovation in the private sector and strengthening the role of small business in meeting federal research and development (R&D) needs. This program also seeks to increase the commercial application of innovations derived from federal research and to foster and encourage participation by socially and economically disadvantaged and woman-owned small businesses.

Additional Information:

- The NOAA SBIR Program is not a substitute for existing unsolicited proposal mechanisms.
- Unsolicited proposals are not accepted under the SBIR program.
- NOAA's SBIR Program only awards contracts, not grants.
- The following ORTA website will announce the annual SBIR solicitation, which includes details on the desired research topics and eligibility requirements:
<http://www.oar.noaa.gov/orta/>

Contact Information:

- DOC NOAA SBIR Program Manager
1335 East West Highway
Silver Spring, MD 20910-3284
(301) 713-3565
Joseph.bishop@noaa.gov

4) U.S. Department of Defense (DoD) SBIR Program

- The DoD SBIR program, funded at over \$1 billion annually, is made up of 12 participating components: Army, Navy, Air Force, Missile Defense Agency (MDA), Defense Advanced Research Projects Agency (DARPA), Chemical Biological Defense (CBD), Special Operations Command (SOCOM), Defense Threat Reduction Agency (DTRA), National Geospatial-Intelligence Agency (NGA), Defense Logistics Agency (DLA), Defense Microelectronics Activity (DMEA), and Defense Research & Engineering (DDR&E).
- These programs are intended to fund early-stage research and development at small technology companies.

Additional Information:

- The main programs executed by the DOD SBIR are accomplished in two phases.
- The Small Business Innovation Research program funds early-stage R&D at small technology companies and is designed to stimulate technological innovation, increase private sector commercialization of federal research and development, increase small business participation in federally funded research and development, and foster participation by minority and disadvantaged firms in technology.

Eligibility:

- In order to be eligible, a firm must be a U.S. for-profit small business of 500 or fewer employees, work must be performed in the United States, a minimum of 2/3 of the effort must be performed by the proposing firm during Phase I, a minimum of 1/2 of the effort in Phase II, and the Principal Investigator must spend more than 1/2 of the time employed by the proposing firm

Contact Information:

- Christopher S. Rinaldi
DOD SBIR Program Administrator
866-724-7457
<http://www.acq.osd.mil/osbp/sbir/>

5) U.S. Department of Education SBIR Program

- This program funds research and development projects that propose a sound approach to the investigation of an important education or assistive technology, science, or engineering question under topics identified each year in the solicitation. The purpose of the program is to stimulate technological innovation, increase small business participation in federal research and development, foster and encourage participation by minority and disadvantaged persons in technological innovation, and increase private sector commercialization of technology derived from federal research and development.

Additional Information:

- Each year, the program funds Phase I feasibility projects for approximately six months. After completion of the Phase I stage, most of these businesses can compete for Phase II awards. Phase II awards can last up to 24 months.
- The objective of Phase I is to determine the scientific or technical merit and feasibility of the proposed research or research and development (R/R&D) efforts. The Phase I period concentrates on the R/R&D efforts that prove the scientific or technical feasibility of the approach or concept and serves as a prerequisite for further Department of Education support in Phase II. Phase I awards are for periods up to 6 months in amounts up to \$100,000.
- The objective of Phase II is to continue the R/R&D effort initiated in Phase I with approaches that appear sufficiently promising as a result of Phase I. Phase II awards are for periods up to 2 years in amounts up to \$750,000.

Eligibility:

- In order to be eligible, the company must at least be 51% American-owned and independently operated, be located in the U.S., be a for-profit business with no more than 500 employees, and the principal researcher must be primarily employed with the business throughout the project.

Contact Information:

- Edward Metz, Ph.D.
Education Research Analyst
Institute of Education Sciences
US Department of Education
555 New Jersey Avenue, NW, Suite 608D
Washington, DC 20208
(202) 208-1983
<http://www2.ed.gov/programs/sbir/index.html>

6) U.S. Department of Energy (DOE) SBIR Program

- Each year (typically around the beginning of October), DOE issues a solicitation inviting small businesses to apply for SBIR Phase I grants. The program contains technical topics in such research areas as energy production, energy use, fundamental energy sciences, environmental management, and nuclear nonproliferation. Grant applications submitted by small businesses must respond to a specific topic and subtopic during an open solicitation.

Additional Information:

- The solicitation contains technical topics in such research areas as energy production (fossil, nuclear, renewable, and fusion), energy use (in buildings, vehicles, and industry), fundamental energy sciences (materials, life, environmental, and computational), environmental management, and nuclear nonproliferation.
- Phase I explores the feasibility of innovative concepts with awards up to \$100,000 for about 9 months.
- Phase II focuses on the principal R&D effort, with awards up to \$750,000, over a two-year period.

Eligibility:

- In order to be eligible, the company must be at least 51% American-owned and independently operated, be located in the U.S., be a for-profit business with no more than 500 employees, and the principal researcher must be primarily employed with the business throughout the project.

Contact Information:

- U.S. Department of Energy SBIR Office
SC-21.3
Germantown Building
1000 Independence Ave., SW
Washington, DC 20585-1290
301-903-5707
<http://science.energy.gov/sbir/>

7) U.S. Department of Health and Human Services (HHS) SBIR Program

- The objectives of the HHS SBIR program, operated through the National Institutes of Health (NIH), include stimulating technological innovation in the private sector, strengthening the role of small business in meeting federal R/R&D needs, increasing private sector commercialization of innovations developed through federal SBIR R&D, increasing small business participation in federal R&D, and fostering and encouraging participation by socially and economically disadvantaged small business concerns and women-owned small business concerns in the SBIR program

Additional Information:

- The solicitation contains technical topics for projects in cancer, alternative medicine, research resources, heart, lung and blood, alcohol abuse, drug abuse, environmental health, disease prevention, and sexually transmitted diseases and infections.
- The objective of Phase I is to determine the scientific or technical feasibility and commercial merit of the proposed research or R&D efforts and the quality of performance of the small business concern, prior to solicitation for SBIR Contract Proposals Federal support in Phase II. Phase I awards normally may not exceed \$150,000 for direct costs, indirect costs, and profit (fixed fee) for a period normally not to exceed 6 months.
- The objective of Phase II is to continue the research or R&D efforts initiated in Phase I. Funding shall be based on the results of Phase I and the scientific and technical merit and commercial potential of the Phase II proposal. Phase II awards normally may not exceed \$1,000,000 for direct costs, indirect costs, and profit (fixed fee) for a period normally not to exceed two years.

Eligibility:

- In order to be eligible, the company must be at least 51% American-owned and independently operated, be located in the U.S., be a for-profit business with no more than 500 employees, and the principal researcher must be primarily employed with the business throughout the project.

Contact Information:

- Dr. Paul Smutz
Office of Extramural Research
Office of the Associate Director for Science
Phone: (404) 639-4783
Fax (404) 639-4903
<http://grants.nih.gov/grants/funding/sbir.htm#funding>

8) U.S. Department of Homeland Security (DHS) SBIR Program

- The DHS Science and Technology Directorate (S&T) SBIR Program was initiated in 2004. For the DHS S&T SBIR Program, two solicitations are issued per year. Generally, they will be issued in November and May.
- Solicitation topics are developed by Program Managers in each of the Science and Technology (S&T) Divisions. The annual solicitations consist of topics that are relevant to the Borders and Maritime Security, Chemical/Biological Defense, Cyber Security, Explosives, Human Factors/Behavioral Sciences, and Infrastructure Protection and Disaster Management Divisions.

Additional Information:

- Similar to the R&D programs of the S&T Directorate, the SBIR topics generally address the needs of the seven DHS Operational Units, i.e., U.S. Coast Guard, U.S. Transportation Security Administration, U.S. Customs and Border Protection, Federal Emergency Management Agency, U.S. Citizenship and Immigration Services, U.S. Immigration and Customs Enforcement, and U.S. Secret Service, as well as First Responders.
- The DHS S&T SBIR Program has several processes in place to accelerate the Phase I and Phase II award process to further satisfy operational requirements and commercial application. Phase I awards are typically made within 90 days of selection. Invited Phase II projects will be reviewed and awards will be made incrementally, as quickly as possible under the Jump Start feature, to maintain the momentum of the Phase I effort. The Phase II proposal invitation process expeditiously identifies those Phase I awardees deserving of Phase II awards.

Eligibility:

- Small businesses must be for-profit, independently owned and operated, at least 51 percent owned and controlled by one or more individuals who are citizens of, or permanent resident aliens in, the U.S., with its principal place of business located in the U.S., and employing no more than 500 employees in order to qualify for SBIR assistance.
- For contracting, the principal investigator involved in the research must be primarily employed by the small business, a minimum of two-thirds of the Phase I work and one-half of the Phase II work must be performed by the proposing firm (i.e. the small business), and all work must be performed in the U.S.

Contact Information:

- Elissa 'Lisa' Sobolewski
SBIR Program Director
(202) 254-6768
Elissa.sobolewski@dhs.gov
- Additional helpful contact information can be found here:
<http://www.dhs.gov/small-business-innovation-research-sbir-program>

9) U.S. Department of Transportation (DOT) SBIR Program

- The objectives of the SBIR program include stimulating technological innovation in the private sector, strengthening the role of small business in meeting federal R/R&D needs, increasing private sector commercialization of innovations developed through federal SBIR R&D, increasing small business participation in federal R&D, and fostering and encouraging participation by socially and economically disadvantaged small business concerns and women-owned small business concerns in the SBIR program

Additional Information:

- The solicitation topics change yearly, but many are awarded from the Federal Aviation Administration, the Federal Highway Administration, and other major agencies of the Department of Transportation.
- Phase I provides support for the conduct of feasibility-related experimental or theoretical research or R/R&D efforts on research topics. The dollar value of the proposal may be up to \$150,000 unless otherwise noted and is subject to the availability of funding. The period of performance is generally six months
- The objective of Phase II is to continue the research or R&D efforts initiated in Phase I. There is also a Phase IIB, which expands on the findings from Phase II.

Eligibility:

- In order to be eligible, the company must be at least 51% American-owned and independently operated, be located in the U.S., be a for-profit business with no more than 500 employees, and the principal researcher must be primarily employed with the business throughout the project.
- All types of small business organizations may submit proposals, including high technology, R&D, manufacturing, and service firms. Companies with outstanding scientific or engineering competence in highly specialized products, processes or service areas may wish to apply their expertise to the research topics in this solicitation through a laboratory prototype.

Contact Information:

- DOT SBIR Program Office, RVA-20
John A. Volpe National Transportation Systems Center
U.S. Department of Transportation
Research and Innovative Technology Administration
55 Broadway
Cambridge, MA 02142-1093
Telephone: (617) 494 2051
Fax: (617) 494 2370
<http://www.volpe.dot.gov/sbir/about.html>

10) Environmental Protection Agency (EPA) SBIR Program

- The Environmental Protection Agency (EPA) is one of 11 federal agencies that participates in the SBIR Program established by the Small Business Innovation Development Act of 1982.
- The purpose of this Act was to strengthen the role of small businesses in federally funded R&D and help develop a stronger national base for technical innovation.

Additional Information:

- EPA issues annual solicitations for Phase I and Phase II research proposals from science and technology-based firms. Under Phase I, the scientific merit and technical feasibility of the proposed concept is investigated. EPA awards firm-fixed-price Phase I contracts of up to \$80,000 for 6 months.
- Through this phased approach to SBIR funding, EPA can determine whether the research idea, often on high-risk advanced concepts, is technically feasible, whether the firm can do high-quality research, and whether sufficient progress has been made to justify a larger Phase II effort.
- Phase II contracts are limited to small businesses that have successfully completed their Phase I contracts. The objective of Phase II is to develop and commercialize the Phase I technology. Competitive awards are based on the results of Phase I and the commercialization potential of the Phase II technology. In Phase II, EPA awards contracts of up to \$300,000 for two years. EPA also offers a "Commercialization Option" of up to \$70,000 and one additional year for firms with third party financing for accelerating commercialization.

Eligibility:

- In order to be eligible, the company must be at least 51% American-owned and independently operated, be located in the U.S., be a for-profit business with no more than 500 employees, and the principal researcher must be primarily employed with the business throughout the project.

Contact Information:

- James Gallup, Ph.D.
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U.S. Environmental Protection Agency
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FAX (202) 233-0678
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<http://www.epa.gov/ncer/sbir/>

11) National Aeronautics and Space Administration SBIR Program

- The NASA SBIR Program provides an opportunity for small, high technology companies and research institutions (RI) to participate in Federal Government sponsored research and development (R&D) efforts in key technology areas.
- NASA's SBIR Program is a three- phased approach for the small business concern to develop a technology in response to a specific set of NASA mission driven needs as presented in the NASA SBIR Annual Solicitation, which will be posted here:
<http://sbir.gsfc.nasa.gov/SBIR/SBIR.html>

Additional Information:

- The SBIR/STTR program provides the small business researcher, or research institution, with a technology or idea, the opportunity to adapt or apply that technology towards a specific subtopic for NASA mission needs, which will be identified in the annual program solicitations. If the idea or technology is recommended by a Center in response to a topic or subtopic need, a Phase I contract will be negotiated.
- Search the NASA SBIR/STTR Archives Gateway for information on previous awardees, and their innovations. The Archives Gateway can be located here:
<http://sbir.gsfc.nasa.gov/SBIR/archives.htm>
- NASA will not accept unsolicited proposals.

Eligibility:

- To be eligible for the SBIR Program, a small business must be independently owned and operated in the United States by U.S. citizens or permanent resident aliens. It must be organized for profit. Including any affiliates, the company can be the employer of no more than 500 people.
- The Principal Investigator (PI), who is listed in the proposal as the technical manager to lead the proposed research, is considered key to the success of the effort; therefore, a PI's involvement with the project must be substantial. For SBIR, the PI must be primarily employed by the small business at the time of contract award.

Contact Information:

- Carl Ray
SBIR/STTR Executive Director
Commercial Technology Office, Code RC
NASA - HQ
300 E St. SW - Code - XC
Washington, DC 20546
Phone (202) 358-4652
FAX (202) 358-3878
CRAY@HQ.NASA.GOV
<http://sbir.gsfc.nasa.gov/SBIR/SBIR.html>

12) National Science Foundation (NSF) SBIR Program

- The primary objective of the NSF SBIR Program is to increase the incentive and opportunity for small firms to undertake cutting-edge, high risk, high quality scientific, engineering, or science and engineering education research that would have a high potential economic payoff if the research is successful.

Additional Information:

- Under this solicitation, SBIR Phase I proposals may be submitted for funding up to \$150,000. SBIR Phase I projects run for six months. The program expects to make approximately 250 fixed amount awards. Award notification is typically four to six months from the proposal submission deadline date.

Eligibility:

- Only firms qualifying as a small business are eligible to participate in the SBIR program. Socially and economically disadvantaged small businesses and women-owned small businesses are particularly encouraged to participate. For an SBIR Phase I proposal, a minimum of two-thirds of the research must be performed by the small business and the balance may be done by a consultant or subcontractor or a combination of the two.
- Proposals from joint ventures and partnerships are permitted, provided the entity created qualifies as a small business. Proposing firms are also encouraged to take advantage of research expertise and facilities that may be available to them at colleges, universities, national laboratories, and from other research providers. Such collaborations may include research subcontracts, consulting agreements or the employment of faculty as senior personnel and of graduate or undergraduate students as assistants by the small business.

Contact Information:

- Gregory T. Baxter
Program Director
Biotechnology and Chemical Technologies (BC)
(703) 292-7795
<http://www.nsf.gov/eng/iip/sbir/>

Small Business Technology Transfer Program (STTR)

- STTR is a program that expands funding opportunities in the federal innovation research and development arena. Central to the program is expansion of the public/private sector partnership to include the joint venture opportunities for small business and the nation's premier nonprofit research institutions. STTR's most important role is to foster the innovation necessary to meet the nation's scientific and technological challenges in the 21st century.

Additional Information:

- STTR is a highly competitive program that reserves a specific percentage of federal R&D funding for award to small business and nonprofit research institution partners. Small business has long been where innovation and innovators thrive. But the risk and expense of conducting serious R&D efforts can be beyond the means of many small businesses.
- Conversely, nonprofit research laboratories are instrumental in developing high-tech innovations. But frequently, innovation is confined to the theoretical, not the practical. STTR combines the strengths of both entities by introducing entrepreneurial skills to high-tech research efforts. The technologies and products are transferred from the laboratory to the marketplace. The small business profits from the commercialization, which, in turn, stimulates the U.S. economy.
- Each year, the following five federal departments and agencies are required by STTR to reserve a portion of their R&D funds for award to small business/nonprofit research institution partnerships:
 - Department of Defense: <http://www.acq.osd.mil/osbp/sbir/solicitations/>
 - Department of Energy: <http://www.sc.doe.gov/sbir/>
 - Department of Health and Human Services: <http://grants.nih.gov/grants/funding/sbir.htm>
 - National Aeronautics and Space Administration: <http://sbir.gsfc.nasa.gov/SBIR/SBIR.html>
 - National Science Foundation: <http://www.nsf.gov/eng/iip/sbir/>
- Following submission of proposals, agencies make STTR awards based on small business/nonprofit research institution qualification, degree of innovation, and future market potential. Small businesses that receive awards then begin a three-phase program.
- Phase I is the startup phase. Awards of up to \$100,000 for approximately one year fund the exploration of the scientific, technical, and commercial feasibility of an idea or technology.
- Phase II awards of up to \$750,000, for as long as two years, expand Phase I results. During this period, the R&D work is performed and the developer begins to consider commercial potential. Only Phase I award winners are considered for Phase II.
- Phase III is the period during which Phase II innovation moves from the laboratory into the marketplace. No STTR funds support this phase. The small business must find funding in the private sector or other non-STTR federal agency funding.

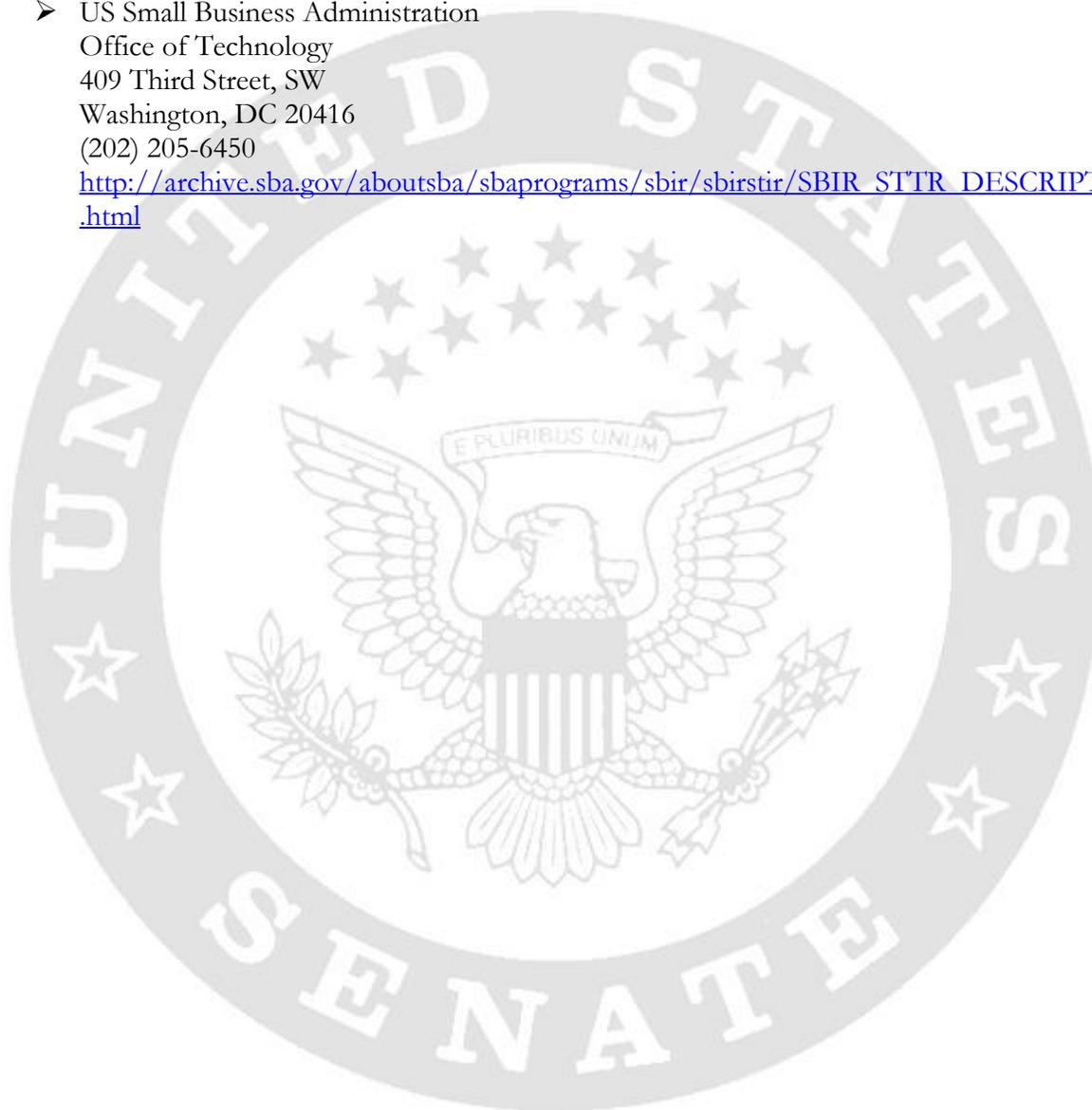
Eligibility:

- In order to be eligible, the company must be at least 51% American-owned and independently operated, be located in the U.S., be a for-profit business with no more than 500 employees, and the principal researcher must be primarily employed with the business throughout the project.

- There is no size limit for the partnering nonprofit research institution, but this institution must be located in the U.S. and meet one of the three following definitions: nonprofit college or university, domestic nonprofit research organization, or federal funded R&D center (FFRDC). The following link provides a master list of all federally funded R&D centers: <http://www.nsf.gov/statistics/nsf05306/>

Contact Information:

- US Small Business Administration
Office of Technology
409 Third Street, SW
Washington, DC 20416
(202) 205-6450
http://archive.sba.gov/aboutsba/sbaprograms/sbir/sbirstir/SBIR_STTR_DESCRIPTION.html



Federal Section III:

National Science Foundation

The National Science Foundation (NSF) is an independent federal agency created by Congress in 1950 to promote the progress of science, advance the national health, prosperity, and welfare, and secure the national defense. NSF is the only federal agency whose mission includes support for all fields of fundamental science and engineering, except for medical sciences. The NSF supports research opportunities across many fields.

1) Industry/University Cooperative Research Centers Program

- The Industry/University Cooperative Research Centers (I/UCRC) program develops long-term partnerships among industry, academia, and government. The centers are catalyzed by a small investment from the National Science Foundation (NSF) and are primarily supported by industry center members, with NSF taking a supporting role in the development and evolution of the center.

Additional Information:

- This program helps to establish meaningful partnerships in order to spawn research in the scientific field that can eventually be turned into a commercial product.
- An I/UCRC contributes to the nation's research infrastructure base and enhances the intellectual capacity of the engineering and science workforce through the integration of research and education with industry. As appropriate, an I/UCRC uses international collaborations to advance these goals within the global context.

Eligibility:

- Only U.S. academic institutions with graduate research programs may apply.
- Grantee institutions that have an active single university I/UCRC award are not eligible to apply for another single university center; however, they may apply for a multi-university center.

Contact Information:

- Rathindra (Babu) DasGupta,
Lead I/UCRC Program Director,
Directorate for Engineering,
telephone: (703) 292-8353,
fax: (703) 292-9057, e
mail: rdasgupt@nsf.gov
http://www.nsf.gov/funding/pgm_summ.jsp?pims_id=5501&org=NSF&sel_org=XCUT&from=fund

2) Science and Technology Centers: Integrative Partnerships

- The Science and Technology Centers (STC): Integrative Partnerships program supports innovative, potentially transformative, complex research and education projects that require large-scale, long-term awards. STCs conduct world-class research through partnerships among academic institutions, national laboratories, industrial organizations, and/or other public/private entities, and via international collaborations, as appropriate.

Additional Information:

- Centers provide a rich environment for encouraging future scientists, engineers, and educators to take risks in pursuing discoveries and new knowledge. STCs foster excellence in education by integrating education and research, and by creating bonds between learning and inquiry so that discovery and creativity fully support the learning process.
- These Centers must:
 - Support research and education of the highest quality in a Center-based environment;
 - Build off of opportunities in science (including the social sciences), education, engineering and/or technology where the complexity of the research agenda requires the advantages of scope, scale, flexibility, duration, equipment, and facilities that a Center can provide;
 - Support innovative frontier investigations at the interfaces of disciplines and/or investigations that will lead to fresh approaches within disciplines;
 - Engage and develop the nation's intellectual talent, including groups underrepresented in the sciences, mathematics and engineering, in the conduct of research and education activities;
 - Promote organizational connections and linkages within and between campuses, schools and/or the world beyond (e.g., state, local, federal agencies, national labs, industry, international collaborations), capitalizing upon cyberinfrastructure to facilitate these linkages;
 - Focus on integrative learning and discovery and the preparation of U.S. students for a broad set of career paths; and
 - Foster science and/or engineering in service to society, especially with respect to new research areas and promising new instrumentation and technologies.

Eligibility:

- Preliminary proposals and invited full proposals may be submitted by U.S. academic institutions that have research and degree-granting education programs in any area of research supported by NSF. The lead institution is expected to develop partnerships or arrangements with other universities/colleges, or other institutions such as national laboratories, research museums, private sector research laboratories, state and local government laboratories, and international collaborations as appropriate to enable the Center to attain its strategic goals.

Contact Information:

- Pamela O'Neil,
Staff Associate
National Science Foundation
Telephone: (703) 292-8040,
http://www.nsf.gov/funding/pgm_summ.jsp?pims_id=5541&org=NSF&sel_org=XCUT&from=fund



3) Partnerships for Innovation: Building Innovation Capacity

- This program solicitation, Partnerships for Innovation: Building Innovation Capacity (PFI: BIC) starts with an existing sound scientific and/or engineering-based research discovery that can be translated to market-valued solutions through a partnership between academe and small technology-based businesses.

Additional Information:

- The funds will provide support to an academic institution to partner with at least two small technology-based businesses that are not in direct competition with each other to carry out early translational-research activities
- The primary aims of the activities of this partnership are three-fold:
 - To build the innovation capacity of the individual participants from academe and from business;
 - To increase the viability of the small business concerns;
 - To develop the next-generation workforce by providing opportunities for students at different levels to effectively learn from, participate in, and be profoundly changed by exposure to the process of building innovation capacity that occurs in BIC projects.

Eligibility:

- U.S. universities and two- and four-year colleges (including community and technical colleges) accredited in, and having a campus located in the U.S., acting on behalf of their faculty members. Such organizations also are referred to as academic institutions. The lead (submitting) organization must be an academic institution.

Contact Information:

- Sara B. Nerlove
PFI Program Director (Primary Contact)
Partnerships for Innovation Program
snerlove@nsf.gov
Telephone: (703) 292-7077
Fax: (703) 292-9057
http://www.nsf.gov/funding/pgm_summ.jsp?pims_id=504708&org=NSF&sel_org=NSF&from=fund

4) Centers for Chemical Innovation (CCI)

- The Centers for Chemical Innovation (CCI) Program supports research centers focused on major, long-term fundamental chemical research challenges. CCIs that address these challenges will produce transformative research, lead to innovation, and attract broad scientific and public interest.

Additional Information:

- CCIs are agile structures that can respond rapidly to emerging opportunities and make full use of cyber infrastructure to enhance collaborations. CCIs may partner with researchers from industry, government laboratories and international organizations.
- CCIs integrate research, innovation, education, and informal science communication and include a plan to broaden participation of underrepresented groups.
- The CCI program is a two-phase program. Phase I CCIs receive significant resources to develop the science and integrative elements of a CCI before requesting Phase II funding.

Eligibility:

- Universities and Colleges - Universities and two- and four-year colleges (including community colleges) accredited in, and having a campus located in the US, acting on behalf of their faculty members.
- Non-profit, non-academic organizations: Independent museums, observatories, research labs, professional societies and similar organizations in the U.S. associated with educational or research activities.

Contact Information:

- Katherine Covert
Program Director
(703) 292-4950
Fax: (703) 292-9037
kcovert@nsf.gov
- C. Michelle Jenkins
Program Specialist
(703) 292-7874
cjenkins@nsf.gov
http://www.nsf.gov/funding/pgm_summ.jsp?pims_id=13635&org=NSF&sel_org=NSF&form=fund

Federal Section IV:

Additional Federal Resources

1) Internal Revenue Service

- In addition to collecting tax revenue for the federal government, the Internal Revenue Service also administers tax credits and other programs meant to spur business growth

Additional Information:

- The expenditures of research and development ("R&D") are generally capital expenses. However, you can choose to deduct these expenditures as current business expenses using specific methods.
- Visit <http://www.irs.gov/businesses/small/industries/article/0,,id=100123,00.html> for additional information on this program



2) National Institute of Standards and Technology's Hollings Manufacturing Extension Partnership (MEP)

- The National Institute of Standards and Technology's Hollings Manufacturing Extension Partnership (MEP) works with small and mid-sized U.S. manufacturers to help them create and retain jobs, increase profits, and save time and money. The nationwide network provides a variety of services, from innovation strategies to process improvements to green manufacturing. MEP also works with partners at the state and federal levels on programs that put manufacturers in position to develop new customers, expand into new markets and create new products.

Additional Information:

- MEP field staff has over 1,400 technical experts – located in every state – serving as trusted business advisors, focused on solving manufacturers' challenges and identifying opportunities for growth. As a program of the U.S. Department of Commerce, MEP offers its clients a wealth of unique and effective resources centered on five critical areas: technology acceleration, supplier development, sustainability, workforce and continuous improvement.
- Innovation is at the core of what MEP does. Manufacturers that accelerate innovation are far more successful than those who don't. By placing innovations developed through research at federal laboratories, educational institutions and corporations directly in the hands of U.S. manufacturers, MEP serves an essential role sustaining and growing America's manufacturing base. The program assists manufacturers to achieving new sales, leading to higher tax receipts and new sustainable jobs in the high paying advanced manufacturing sector.
- As a public/private partnership, MEP delivers a high return on investment to taxpayers. No other program provides as much bang for the buck. For every one dollar of federal investment, the MEP generates \$32 in new sales growth. This translates into \$3.6 billion in new sales annually. For every \$2,000 of federal investment, MEP creates or retains one manufacturing job.

Contact Information:

- Click the following link to find the MEP center location nearest to you that can assist you in potentially accessing funding through this program: <http://patapsco.nist.gov/mep/centers-near-you/index.htm>
- Click the following link to contact technical experts in your region who can serve as trusted business advisors, focusing on your manufacturing challenges and identifying opportunities for growth: <http://patapsco.nist.gov/mep/centers-near-you/index.htm>

New York State Section I: New York State Foundation for Science, Technology and Innovation (NYSTAR)

NYSTAR was created as part of the landmark Jobs 2000 Act (J2K), passed by the New York State Legislature and signed into law in 1999. This program aims to harness the economic power within New York State's more than 300 public and private research universities and institutions of higher learning by investing in job-creating technologies.

Each program is awarded on a competitive basis, meaning each proposal is judged on merit. While each program has different criteria, most awards are made based on the quality of the science contained in the proposal and the proposal's potential for significant economic impact in New York State.

1) Technology Transfer Incentive Program

- The Technology Transfer Incentive Program (TTIP) is intended to accelerate the commercialization of technology developed or enhanced at an institution of higher education by providing short-term State assistance to the Applicant Institution working in collaboration with a New York company partner to commercialize intellectual property or research from the Applicant Institution.

Additional Information:

- The goals of TTIP are as follows:
 - Helping companies bring new products and services to market
 - Increasing federal, corporate and venture capital investments in companies and high-technology research and development
 - Expanding the research capabilities and economic impact of New York's institutions of higher education.

Eligibility:

- Any institution of higher education, including community colleges, in New York State is eligible to submit up to two proposals. An institution of higher education is an educational institution in New York State that offers post-secondary education and awards associates, bachelors, masters, and/or doctoral degrees and may also offer post-doctoral education.

Contact Information:

- Jannette Rondo
30 South Pearl Street, 11th Floor
Albany, NY 12207
Telephone: (518) 292-5700
<http://www.nystar.state.ny.us/ttip.htm>

2) Matching Grants Leverage Program

- The goal of the New York State Foundation for Science, Technology and Innovation (NYSTAR) Matching Grants Leverage Program is to assist New York State research institutions in attracting new federal and private foundation or industry research dollars to New York. NYSTAR will consider a Matching Funds Grant request once all of the required information as described below has been submitted and the availability of funds has been determined.

Additional Information:

- State matching funds may be used for expenses including, but not limited to, salaries of the principal investigator and the research staff, equipment, materials, and supplies. NYSTAR funds cannot be used to pay for general operational costs such as rent and utility costs. All indirect costs charged to NYSTAR and matching funds are limited to a maximum of 15 percent of total salaries plus fringe benefits

Eligibility:

- Higher education and not-for-profit research institutions in New York State are eligible to apply for matching funds or a letter of support.
- The institution must meet a 3:1 matching requirement of dollars coming into New York State

Contact Information:

- Visit <http://www.nystar.state.ny.us/mglp/mglprfp3.pdf> for additional information
- Mail your application to the address below:
 - Matching Grants Leverage Program
New York State Foundation for Science, Technology and Innovation
30 S. Pearl Street, 11th Floor
Albany, NY 12207-3425
Email: matching@nystar.state.ny.us

3) Small Business Technology Investment Fund (SBTIF)

- The Small Business Technology Investment Fund (SBTIF) provides early stage high-tech companies throughout New York State with a potential source of venture capital to promote new job creation and economic growth.

Additional Information:

- The Fund makes venture capital investments taking an equity position in NYS based companies that have developed innovative technology products (and related services), generally have well-protected intellectual property, display significant competitive advantage(s) and have market acceptance.
- SBTIF is interested in all technology areas. The Fund has invested in medical devices, Information Technology (IT), software, electronics, biotechnology, optics, nanotechnology, telecommunications, and materials science, concentrating its efforts in geography of the State typically underserved by venture capitalists.

Eligibility:

- Companies must be headquartered in the State of New York to be considered for SBTIF funding.

Contact Information:

- Email venture@nystar.state.ny.us for additional information
- Telephone: (518) 292-5700

Additional NYSTAR Resources

New York State has a robust infrastructure for maintaining and expanding businesses, including local development administrations, economic development organizations, and technology and small business enterprises. Visit <http://www.nystar.state.ny.us/gis.htm> for a regional listing of resources in your area.

1) Technology Incubators

- New York State is home to over 80 incubator and co-location facilities, in every region of the state, including the oldest incubator in the nation at the Batavia Industrial Center in the Finger Lakes. These include technology-specific facilities for life science companies and broad-based business incubation centers. For assistance locating an incubator facility to meet your company's needs, please visit the regional links below or contact NYSTAR at (518) 292-5700.

Contact Information:

- Visit <http://www.nystar.state.ny.us/incubators.htm> for additional information

2) Research Equipment and Facilities Database

- New York State has hundreds of institutions that maintain equipment that is not in use 100% of the time. Many universities or other institutions are willing to share this equipment with those interested in using it.
- The NYSTAR Research Equipment and Facilities Database includes: state-of-the-art equipment, labs and prototyping facilities at New York's colleges, universities and research centers. This database offers a link to investments made in these facilities for research, prototyping and product development.
- Visit <http://www.nystar.state.ny.us/ref/index.htm> for additional information

3) NYS Research, Development and Outreach Centers

- A central element of NYSTAR's mission is the recognition that New York's world-class public and private research universities and academic centers are powerful economic development engines that can create high-tech jobs and opportunity in New York.
- NYSTAR research centers provide the physical and intellectual infrastructure necessary to achieve impressive scientific research in New York State. NYSTAR keeps a list of such organizations and institutions in order to provide businesses hoping to collaborate with the ability to contact each other.
- Visit <http://www.nystar.state.ny.us/research.htm> for additional information

New York State Section II: **New York State's Empire State Development**

Empire State Development (ESD) is New York State's primary agent for economic development, dedicated to making New York the most compelling place in which to live, work and do business. With centers in Albany, Buffalo, and New York City, the Agency partners with local private and public institutions to create an environment that encourages economic development.

ESD's services include:

- Conducting targeted corporate outreach to companies in key industry clusters while providing retention, expansion and attraction services to the State's largest and most important employers.
- Providing hands-on technical assistance to help businesses, big and small, meet their goals.
- Helping companies identify the financial assistance that will most benefit their business. This includes direct loans, loan guarantees and grants that can help companies reduce the costs of undertaking a job creation or retention project in the State.

1) Business Programs

- Empire State Development has many specific programs aimed at providing businesses with the greatest chance of meeting their needs. Many of the programs are targeted at narrow areas of development and can provide great assistance if an application fits the criteria.

Additional Information:

- Empire State Development has resources that satisfy multiple needs:
 - Loans and Grants: These provide opportunities for regional or specialized businesses to attain information on programs that could be useful to them.
 - Tax Credits: This provides information on federal and state programs that can be useful for development of programming or facilities in New York State
- Visit <http://www.empire.state.ny.us/BusinessPrograms.html> for additional information

2) **Environmental Investment Program (EIP)**

- The goal of the Environmental Investment Program is to help businesses test, evaluate and demonstrate the technical and/or economic feasibility of new products, technologies or practices that prevent pollution, reduce, reuse, or recycle waste.

Additional Information:

- This program provides funding resources in order to complete studies or projects that will lead to the commercialization of a product that helps the environment.
- Projects are evaluated on their commercialization potential, ability to prevent pollution or waste, ability to promote reuse or recycling, and additional minor qualifications

Eligibility:

- NYS businesses and non-profit organizations that employ fewer than 500 workers or earn less than \$10 million in gross annual sales.

Contact Information:

- Visit http://www.empire.state.ny.us/BusinessPrograms/Data/EIP/EIPRD_QuickSheet.pdf for additional information

Letters of Support from Senator Gillibrand

While Senator Gillibrand does NOT decide which organizations are awarded grants or other federal funding, there are instances in which it is appropriate for the Senator to write a letter of support for an application. If you wish to request a letter of support for your application, you must supply Senator Gillibrand with the following:

1. A description of your organization,
2. Summary of the application,
3. a description of what the money will be used for, and
4. a draft letter of support

Please forward this information by email to grants@gillibrand.senate.gov or by mail to the nearest regional office:

Capitol District

Senator Kirsten E. Gillibrand
Leo W. O'Brien Federal Office Building
1 Clinton Square
Room 821
Albany, NY 12207
Tel: (518) 431-0120
Fax: (518) 431-0128

Buffalo/Western New York

Senator Kirsten E. Gillibrand
Larkin at Exchange
726 Exchange Street, Suite 511
Buffalo, NY 14210
Tel: (716) 854-9725
Fax: (716) 854-9731

Hudson Valley Office

PO Box 893
Mahopac, NY 10541
Tel. (845) 875-4585
Fax (845) 875-9099

Long Island

Senator Kirsten E. Gillibrand
155 Pinelawn Road
Suite 250 North
Melville, NY 11747
Tel: (631) 249-2825
Fax: (631) 249-2847

New York City

Senator Kirsten E. Gillibrand
780 Third Avenue
Suite 2601
New York, New York 10017
Tel. (212) 688-6262
Fax (212) 688-7444

North Country

Senator Kirsten E. Gillibrand
PO Box 273
Lowville, NY 13367
Tel. (315) 376-6118
Fax (315) 376-6118

Rochester Region

Senator Kirsten E. Gillibrand
Kenneth B. Keating Federal Office Building
100 State Street
Room 4195
Rochester, NY 14614
Tel. (585) 263-6250
Fax (585) 263-6247

Westchester County (For address, please call)

Senator Kirsten E. Gillibrand
Tel. (914) 725-9294
Fax (914) 472-5073

Syracuse/Central New York

Senator Kirsten E. Gillibrand
James M. Hanley Federal Building
100 South Clinton Street
Room 1470
PO Box 7378
Syracuse, NY 13261
Tel. (315) 448-0470
Fax (315) 448-0476

Washington D.C.

Senator Kirsten E. Gillibrand
United States Senate
478 Russell Senate Office Building
Washington, DC 20510
Tel. (202) 224-4451
Fax (202) 228-0282



Grant Guide Order Form

If you would like to order additional grant guides from our office, please indicate what guides you would like to have and complete the below address information. If you have any questions, please contact us at 212.688.6262.

Guide

- | | |
|---|--|
| <input type="checkbox"/> Affordable Housing
<input type="checkbox"/> Ag/ Rural Development
<input type="checkbox"/> At Risk Youth / Anti Gang
<input type="checkbox"/> Broadband
<input type="checkbox"/> Brownfields/Superfund Site Cleanup
<input type="checkbox"/> City Infrastructure
<input type="checkbox"/> Faith-Based / Community Initiatives
<input type="checkbox"/> Fire and Emergency Services
<input type="checkbox"/> General Grants
<input type="checkbox"/> Green Energy and Clean Technology
<input type="checkbox"/> Green Schools
<input type="checkbox"/> Higher Education
<input type="checkbox"/> Historic Preservation/Arts/Culture/Tourism | <input type="checkbox"/> Home Heating and Weatherization
<input type="checkbox"/> Homeland Security
<input type="checkbox"/> Innovation and Cluster Based Economic Development
<input type="checkbox"/> K-12 Education and Libraries
<input type="checkbox"/> Lead Paint Remediation
<input type="checkbox"/> Minority and Women Owned Business
<input type="checkbox"/> Obesity Prevention / Nutritious Foods
<input type="checkbox"/> Senior Services
<input type="checkbox"/> Small Business
<input type="checkbox"/> Social Services /Community Groups
<input type="checkbox"/> Veterans Services
<input type="checkbox"/> Water and Wastewater Funding |
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Mail to: **Senator Kirsten Gillibrand, 780 Third Ave, 26th Floor, New York New York 10017**

Name: _____

Title: _____

Organization: _____

Address: _____

City, State, ZIP: _____

Casework Form

If you have encountered a problem involving a federal government agency or federally subsidized benefit that you have not been able to successfully resolve, Senator Kirsten Gillibrand's staff of constituent liaisons may be able to assist you in the following areas:

Employment Issues: including assistance with disability benefits, employer-provided health care plans and COBRA, Family Medical Leave Act (FMLA) benefits, pensions, unemployment benefits, Federal and State Workers Compensation claims, and retirement-related issues.

Consumer Affairs: including assistance obtaining a home loan modification under the Making Home Affordable Program, insurance claims, dissatisfaction with consumer products or services, environmental regulations, and concerns regarding air quality, water or land contamination.

Immigration Issues: including issues with visitor visas, family and employment based visas, lawful permanent resident status, naturalization, international adoptions, detention, passports, customs and border issues, and assistance to American Citizens in crisis abroad.

Veteran Issues: including issues with VA pension and disability benefits, education benefits, veteran burial or funeral issues, and issues regarding the VA medical centers.

IRS Issues: including connecting constituents with the Taxpayer Advocate Service to address federal tax issues including lost or delayed tax refunds, penalty abatements, payment installation plans, tax credits, referrals to IRS Low Income Tax Clinics and paper tax forms.

Military Issues: including issues pertaining to the Department of Defense, Army, Navy, Marine Corps, Air Force, Coast Guard, Reserves and New York State National Guard, as well as obtaining military records, medals and academy nominations.

Health Care Issues: including issues with Medicare and Medicaid, health insurance, insurance providers, nursing homes, hospitals, prescription drugs, and 9/11 health matters.

Social Security: including issues with Supplemental Security Income, Social Security Disability, survivors' benefits, and retirement benefits.

Social Services: including issues with food stamps, HEAP (low-income heating program), FEMA and disaster relief, and issues related to federally subsidized housing.

Please visit the "Services" section of www.gillibrand.senate.gov or call (212) 688-6262 for further information. Please note that if you are seeking assistance with a case that involves a lawsuit or litigation, Senate Rules prohibit the Office of Senator Gillibrand from giving legal advice or intervening in the proceedings.