

Funding Guidelines

OVERVIEW

New regulations targeting waste reduction and toxic material use are creating challenges for New York manufacturers and start-ups. These challenges include a lack of understanding of the regulations and their impact on businesses and products, lack of awareness of replacement materials options available to comply with regulations, and an inability to implement changes in materials and processes to comply with regulations on their own.

FuzeHub is administering an Advanced Materials Technical Assistance Program, which provides grant funding opportunities for NY MEP Centers to provide assistance to Industry Partners who are looking to replace materials in their products with more sustainable options.

This funding is available directly to NY MEP Centers to engage small to medium sized manufacturing prospects and provide services for relevant projects, including:

- Identification and selection of sustainable material options
- Prototype refinement
- Design for manufacturing (including design for sustainability and design for regulatory consideration)
- Negotiating partner and supplier agreements and managing logistics
- Retooling to handle new or refined processes as a result of a material replacement
- Support to transition to new materials and/or manufacturing processes
- And more.

AWARD DETAILS

- Awarded projects will provide up to \$20,000 per project, paid to the NY MEP Center (or NYSTAR Innovation Asset), with a minimum 1:1 match requirement provided by the Industry Partner. For example, a total project cost of \$40,000 will require \$20,000 contribution by the Industry Partner.
- The Industry Partner's contribution may be comprised of up to 50% In-Kind, with the remaining contribution in the form of a cash investment.
 - Example: For a project with a total cost of \$40,000, source of funds could be as follows:
 - Up to \$20,000 from funding awarded through this grant (50% of Total Project)
 - Minimum \$20,000 Industry Partner Contribution (at least 50% of Total Project), comprised of up to \$10,000 (25%) in-kind contributions and the remaining \$10,000 as cash investments. Hardware purchases may be used towards the Industry Partner's cash investments.
- Upon completed signing of the Fund Agreement by all parties, 50% of the award will be paid to the NY MEP Center. The remaining 50% will be paid upon project completion (which requires submission of a close-out report).
- NY MEP Centers are required to document and maintain detailed records for all cash and in-kind matches, in accordance with generally accepted accounting principles.

INDUSTRY PARTNER REQUIREMENTS

- The Industry Partner (Company) may not apply directly and must partner with a NY MEP Center.



- Company must reside and operate in New York State from the time it submits the application until at least a twelve (12) consecutive month period following the award announcement, or project completion, whichever is longest. Awarded companies that do not comply with the residency requirement shall be obligated to return all funds to FuzeHub to be reinvested in the fund.
- Company must be registered with Dun & Bradstreet and have an eligible North American Industry Classification System (NAICS) code specific to manufacturing identified in their D&B profile. Eligible NAICS codes are:
 - Manufacturing Sector - Any NAICS Code beginning with 31, 32, or 33 (see [census.gov](https://www.census.gov))
 - 423510 Metal Service Centers and Other Metal Merchant Wholesalers
 - 488991 Packing and Crating
 - 541330 Engineering Services
 - 541380 Testing Laboratories
 - 541714 Research and Development in Biotechnology
 - 541715 Research and Development in the Physical, Engineering, and Life Sciences
 - 561910 Packaging and Labeling Services
 - 811310 Commercial and Industrial Machinery & Equipment (except Automotive & Electronic) Repair & Maintenance
- Company must employ less than 500 employees total in New York State.
- Company may only submit one application, consisting of single project.
- Company must commit to participate in post-award project tracking and impact surveys.
- Military veterans, women, minorities, and socially or economically disadvantaged businesses are encouraged to participate.

ELIGIBLE PROJECT COSTS

Funds awarded through this program may be used for the following items in direct support of services provided by or through a NY MEP Center:

- Technical assistance or consulting services, which may include Engineering/Design, Strategy, Training, Marketing/Customer Discovery, and more.

The Industry Partner's cash and in-kind contributions may be used for the following items, with the caveat that a maximum of 50% of the Industry Partner's contribution may be in-kind:

- Equipment and materials
- Salaries for team personnel (costs must directly relate to the project)
- Furthermore, in-kind contributions are defined as quantifiable goods and services. Discounted prices or rates are not eligible as in-kind. A specific item or service must be completely donated to qualify as an in-kind contribution.

Any project costs that were incurred prior to the Fund Agreement date are ineligible for reimbursement.

Ineligible costs include, but are not limited to, the following:

- Overhead or administrative costs (such as accountant, payroll service fee, etc.)
- Legal consultation
- Patent fees
- Indirect costs (operational expenses that are not directly related to executing the project, for example: office rent, utilities, or non-project-specific personnel costs)



TIMING

- Projects should be clearly defined and ready to be undertaken. Project work should not begin prior to award announcements and any project costs that were incurred prior to the award agreement date are ineligible for reimbursement. Projects are expected to be completed within one year of an award.

APPLICATION PROCESS

The application and supporting documentation are available online at the newyorkmep.org website.

Questions should be sent to Eric Fasser at eric@fuzehub.com