Internal Proposal Guidelines
NSF Partnerships for Innovation – Technology Translation Track (PFI-TT)

Internal Proposals are due by 9:00 a.m. on Thursday, December 7, 2017, and should include the following:

1. **Cover Page** with project title and contact information for the lead PI.

2. **Executive Summary (no more than one page)**
   a. The Societal Need and the Customer: Describe the expected customer for the innovation. What societal needs or market pain points are you addressing?
   b. The Value Proposition: What are the benefits to the customer of your proposed innovation? What is the key differentiator of your proposed technology? What is the potential societal value of your innovation?
   c. The Innovation: Succinctly describe your innovation. What aspects are original, unusual, novel, disruptive, or transformative compared to the current state of the art?

3. **Overview and Motivation** (suggested length: 1-2 pages)
   a. Briefly describe the existing research result or discovery to be translated and how it derived from prior NSF research funding.
   b. Prior NSF Research Lineage for PFI-TT: PFI-TT proposals must include the NSF award number(s) that meet(s) the lineage requirements described earlier. This can be an NSF basic research award or an NSF I-Corps Team award.
   c. Describe the key features of the innovation. What is the target market space? What is the key differentiator(s) from the current state of the art and other competing technologies? How is this beneficial to a potential customer / end user? What is the intellectual merit of the proposed work?
   d. Explicitly identify the anticipated output of the project: proof-of-concept, prototype, or technology scale-up. What will likely be learned from the project? What are the knowledge gaps or technology transfer barriers to be addressed?

4. **Project Team** (suggested length: 1-2 pages)
   a. Describe the team members and the strengths they bring to the project. Are there partners and/or collaborators outside of the proposing organization? Describe their role and the value they add to the project.
   b. Describe the role of the project participant who brings technology commercialization experience. How will he/she help achieve the goals of the project?

5. **Biographical Sketches** (NSF or NIH format) of the PI, co-PIs and key personnel

6. **Collaborators Email/Letters:** Collaborators are individuals or entities that work with the PI and his/her team to provide additional value to the project and may be paid or unpaid. For the internal competition email must be provided by a collaborator from each entity/organization confirming participation is being discussed.

All six parts of the internal proposal should be submitted in a single PDF document to limitedsubmissions@columbia.edu by 9:00 a.m. on Thursday, December 7.