



Sample PPAP Application 5/30/07

Instructions

[Print forms](#)

[Click here for Application Tips for Funding Success from the Innovation Partnership Investment Committee](#)

Navigating through this application

To complete your application, you have two options of navigating through this system. You can either complete the application in order by using the guided approach which involves using the SAVE or NEXT buttons that appear at the bottom of every screen or you can jump to different sections of the application by clicking on the application menu on the right hand side of your screen. If you choose to jump between menu topics, you must complete all required fields on a page and save your work before jumping to a new section.

All required fields are indicated by a red asterisk (*) next to the field. You must complete all required fields prior to saving or submitting your application or moving to another section of the application with the SAVE or NEXT buttons.

If you so choose, you may complete your application in several sessions. Simply save your work before logging out of the system. When you log back into the system, you can continue where you left off.

PROPOSAL LENGTH LIMITATIONS: Unless otherwise noted, entries in all text boxes are limited to a maximum of 3500 characters in length (approximately one page at 11 pt font).

Using the budget form

On the Budget Form for Preparing your Proposal, enter time, hourly rates, and expenses and then use the **Calculate** button at the bottom to view your total budget. You may change your information and recalculate as often as needed until you are satisfied with your overall budget.

Note that the Total Proposal Preparation Funding Assistance Requested field is limited to the maximum reimbursement funds for this program.

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Sample Application

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Click here to view a sample application in a separate browser window

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Application Tips Reviewed

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I have reviewed the "Application Tips for Funding Success" with my sponsor.

* Yes No

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Applicant type

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Applicant type

* Partnership

If Other, please describe:

Which assistance program are you applying for?

- * MicroGrant Program
- MicroVoucher Program

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Contact Information

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Name of organization or company submitting the federal proposal	*	Wright Cycle Company
Fed Tax ID #	*	12-3456789
Organization Website (URL), if applicable:		http://w w w .w rightcycle.com
Contact Person	*	Wilbur Wright
Title	*	Partner
Phone (999-999-9999)	*	555-555-5555
Alternate phone (999-999-9999)		666-666-6666
Fax (999-999-9999)		555-555-5555
E-mail address	*	w w right@someplace.com
Address	*	123 Main Street
City	*	Someplace
County	*	Dauphin
State	*	Pennsylvania ▼
Zip	*	12345

Please indicate if the applicant is: *

- Women owned
- Minority owned

Minority Status		▼
If Other, please describe		

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Company Info

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Please provide a brief bio of your company. This should be a "one-minute commercial" for your organization, and should include basic information about what you do and define your target markets. Please comment on how the work proposed in this application fits your overall corporate development strategy. It may be appropriate to reference your company's stage of development.

[Click here for a sample.](#) *

Wright Cycle Company (WCC) is a research and product development company focused on energy efficient transportation technologies. The company was established in 2001 and occupies a 150,000 sq. ft. facility in Anytown, PA that houses offices, analytical and testing laboratories, and prototyping facilities. The company has raised nearly \$500,000 in private equity (PE) and over \$1 M SBIR/STTR funding since 2003.

The research initiative at WCC is to develop "platform technologies" within applications in the personal transportation industry. To best commercialize products as diverse as electric engines, biodeisel engines, and alternative fuel systems, WCC business model anticipates creating spin-off companies that will commercialize related suites of technologies. These satellite companies will be able to target markets, sources of capital, and administrative and marketing talent and will return value to WCC in licensing and royalties, and/or sale of the spin-off.

WCC's first research efforts were directed toward development of an innovative biodeisel delivery and conversion engines. Work is continuing on these products with Phase II funding; prototypes are anticipated to be ready in 2007. No products have yet been commercialized.

Primary (four digit) NAICS Code: Lookup reference

Please identify your firm's main business activity. (Check all that apply)

*

- * AGR - Agriculture/Food Processing
- AUT - Factory Automation
- BIO - Biotechnology/Life Sciences
- CHE - Chemicals
- COM - Computer Hardware
- DEF - Defense
- EDU - Education
- ENR - Energy
- ENV - Environment
- MAN - Manufacturing Equipment
- MAT - Advanced Materials
- MED - Medical
- NAN - Nanotechnology

- PHA - Pharmaceuticals
- PHO - Photonics/Optics
- SOF - Computer Software
- TAM - Testing/Measurement
- TEL - Telecommunications/Internet
- TRN - Transportation
- Other

If Other, please specify:

How many (if any) patents have been issued to your company?

*

If more than 10, enter total number (format 00)

How many (if any) patents do you expect to be issued between now and the next 3 years? (format 00)

*

Please provide the number of company employees and subcontractors in each of the following categories:

Employees based in Pennsylvania:

Full Time

*

Part time

*

Worldwide employees:

Full time

*

Part time

*

Pennsylvania-based manufacturing or development subcontractors:

Full time

*

Part time

*

Revenue history for the last three years:

Revenue in 2006 (format 000000)

*

Revenue in 2005 (format 000000)

*

Revenue in 2004 (format 000000)

*

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Location

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County

*

Congressional District Number:

[Click here](#) to access the United States House of Representatives website to find your Congressional District Number.

*

PA State House of Representatives District Number:

[Click here](#) to access the Pennsylvania General Assembly website and find your Pennsylvania House of Representative District Number by zip code or county.

*

PA State Senate District Number:

[Click here](#) to access the Pennsylvania General Assembly website and find your Pennsylvania Senate District Number by zip code or county.

*

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Referred by

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What organization invited you into the Innovation Partnership MicroGrant Program?

If Other, please describe:

*

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Previous Federal Grant Experience

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Have you or your organization applied for federal grants in the past? If so, please describe:

Approximate no. of proposals:

7

What type were the majority of your previous proposals:

SBIR

Please identify the Federal agencies where you have submitted applications (check all that apply):

- Dept of Commerce
- DOD
- Dept of Education
- Dept of Energy
- DHS
- DOT
- EPA
- NASA
- NIH
- NSF
- USDA

First year a proposal submitted (format yyyy):

2003

Last year a proposal submitted (format yyyy):

2006

Have you or your organization previously received federal grant funding? If so, please describe:

Approximate no. of awards:

6

What type were the majority of your previous awards?

SBIR

Approximate total dollar amount of awards (format 000000):

1000000

First year an award received (format yyyy):

2003

Last year an award received (format yyyy):

2006

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IPART Grant Program Description

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What type of proposal are you planning?

(Describe if other)

Solicitation Number

Federal Agency

If applying to the DOD, please select one

Proposal due date (format mm/dd/yyyy)

URL of the web page containing the research topic description in the solicitation or program announcement

*

*

*

*

*

In its published solicitation, each Federal agency lists the various research topics for which projects will be selected. In order to receive funding you must show that your proposal is a good match with one of these topics. Please enter in the box below an exact copy of one or two paragraphs from the solicitation that you think best shows this match.*

Develop technologies that exploit couplings and synergisms between aeronautical propulsion, rocket propulsion, power generation, and active flow-field modifications.

DESCRIPTION: The program will improve aeronautical and aerospace design methods by exploiting multidisciplinary collaborative engineering to enhance the performance, system readiness, affordability and reliability of propulsion and power systems. The program will address the couplings that occur between the energy modes that are created in high speed propulsion and the new effects and concepts that arise through the introduction of non-equilibrium energy transfers to improve and control propulsion (rocket and turbine). These non-conventional synergistic approaches are expected to revolutionize aerospace propulsion in the next century. It will be necessary to employ advanced modeling and simulations and to devise sub-system test strategies for risk reduction tests. These simulations and tests will address the proposed innovations or gaps in the technologies that when resolved will provide significant improvements in system performance. Examples of the component systems and innovations that might be addressed are given below.

Briefly describe your communication to date with the Federal Agency's Program Manager: *

Project Director at WCC has contacted Program Manager at DOD and discussed the project to be proposed. DOD official was very encouraging and stated that the project was a very good fit with the solicitation.

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Proposal Description

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Proposal Title

*

The Wright Machine

Please describe in the next few paragraphs how your proposal addresses the solicitation topic.

1. What work do you intend to complete in your project, and how does this work address the solicitation topic?
2. Highlight the overall benefits your technology offers over competing technologies and the reasons why the federal agency should select yours for an award. Provide a succinct description of other competing technical approaches. (Example: a laser data transmitter vs. a wire connected data transmitter) How does your approach best address the solicitation? (Example: a laser can provide a direct connect anywhere within a line of sight without pre-wiring the facility or area).
3. If matching funds are required, briefly indicate the source and type of these contributions.

(limited to 7000 characters)*

1. In this first phase of the project we plan to construct a lightweight controllable glider with a 22-ft. wingspan that will carry one man a distance of at least 400 feet. We will begin by designing an apparatus using a bicycle wheel to find the optimum balance between lift and drag, and use these results to test a variety of wing shapes. We have a plan for using cables to control the up and down motion of the glider nose (which we are calling "pitch"), the left and right movement of the nose (we're calling this "yaw"), and the raising and lowering of the wings (our term is "roll"). We believe these aspects of control will permit a man to successfully manage motion through the air at windspeeds of up to 15 miles per hour, in essence "flying" from place to place. This work will set the stage for the second portion of our project (to be funded with a Phase II grant), in which we will add a small gasoline motor and wooden propeller. This enhanced design will enable the machine to leave the ground under its own power, eliminating the need to start from a high elevation.

2. While several others have attempted to construct mechanisms that will carry a man into the air, none have been successful in exceeding airborne distances of more than 200 feet. French and German designs have suffered from lack of ability to control their machines once aloft. According to recent news, the German inventor Otto Lillenthal has perished as his machine apparently failed to navigate a heat eddy. The control apparatus we plan to build into our machine will allow us to overcome the current limitations of flight distance and duration while offering greater security for the man on board.

3. Matching funds to those being sought from the U.S. Department of Transportation in the amount of \$10,000 will be contributed by Wright Bicycle Company, which will be run by my sister Katharine while my brother and I are occupied by this project.

Estimate of federal grant dollars to be requested (format 000000) *

100000

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Briefly describe one or more potential commercial applications that will become possible as a result of your project. *

If we are successful, we believe that many new and wonderful applications will be come possible. For example, farmers will be able to spray chemicals on their fields from the air, rather than directly exposing themselves and their horses to toxic pow ders. Men ow ning these machines may earn a living w age by merely performing aerial stunts for local citizens. As the capability of bearing additional w eight is developed, squadrons of flying units can be dispatched for military purposes, releasing explosive devices from the air onto strategic military targets. Eventually, if the capability of transporting passengers can be developed, w e believe a number of common people will pay handsomely for the benefit of traveling great distances in short intervals of time, perhaps eventually even crossing oceans in hours rather than w eeks.

How will your proposal lead to bringing your application of technology to this market?*

By the end of the first stage of work we will have a working prototype of a controllable glider to prove our control concept. Upon completing the second phase we will have a self-propelled machine that will not only serve as a demonstrator, but can also transport a sales representative from place to place. This will expand the potential market for these machines to practically the entire 45 states in our country.

During the third phase of this project we plan to begin manufacturing these machines at Wright Bicycle Company (although we will probably change the name), and the work outlined in this proposal will help us determine what kind of equipment and tools we will need to turn out as many as 50 units in a single year.

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In the next 5 years what do you forecast will be the impact of your project in our region? In the nation? Globally? Express results in terms of estimated numbers of new jobs, additional revenue, dollars of export sales, etc.*

We expect to add one job during the 18-month duration of the first two phases of this project. This will be Charlie Taylor, a talented machinist/carpenter who will build and repair a succession of wings and work on the gasoline engine, as we will be conducting a considerable amount of trial and error. However, in the next five years there may be as many as 15 high-paying assembly jobs in the Dayton, Ohio area as we begin our production of these units in phase III.

We expect Wright Bicycle Company could earn additional revenue approaching \$10,000 per year in the first production year (50 units at \$200 each), with an annual growth rate of 20% forecasted thereafter. However, at this point we are only guessing with this forecast, since this is such a new technology. That's why we are asking for market research assistance in this application.

We think we could sell some units to the French and Germans, mainly for the purpose of reverse engineering our machines. However, transporting these machines across the ocean will probably limit their sales to single digits for the foreseeable future.

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Project Team

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Please comment on what skills are necessary to accomplish the work described in this application. Identify skills that will need to be acquired/hired and identify the duties and activities that will be performed by each member of the project team.*

Both my brother, Orville, and I bring a wealth of experience to the project. After beginning our careers as laborers in a printing shop, we started a local newspaper. We first published it weekly, and then daily. However, when we couldn't compete with the larger, more established papers after a few months we went back to our jobs at the print shop. A couple of years later the bicycle industry started to really take off, so we began repairing and selling bicycles. Three years ago we began designing and manufacturing our own brand of bicycles, and now operate a successful business. We are both quite skilled in apparatus design and prototype testing, and are very persistent. We have always dreamed of flying, and really believe we can do this.

Who will be the Principal Investigator or Project Leader?

* Orville Wright

What will be his or her employment status with respect to this project if a federal grant is awarded?*

If this project is funded, Mr. Wright will be employed as a senior scientist by WCC for at least 100% of his time.

Please identify and provide a brief summary of the qualifications and time allocation for this project of the Principal Investigator (or Project Leader) and other key members of the project team.*

This project requires the following skills:

Mathematical modeling skills, engineering and design skills.

Test bench design and construction, including computer control and data collection. O. Wright will oversee the design and construction of the test bench. W. Wright will perform computer control and data acquisition set-up.

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Proposal Preparation Resources to be Funded by This Grant *

- Research Assistance
- Proposal Writing
- Seminar/Workshop Attendance
- Travel to Agency
- Data Searching
- Commercialization Planning
- Pre-submission Evaluation
- Other

(Describe if Other)

Travel to Kitty Hawk NC.

How will this assistance strengthen your proposal? *

We are seeking research assistance with market demographics to help us determine a credible sales forecast for our machines to be used in our proposal.

In addition, it is important for our work that we find an area with sand, water, few trees, and a mild climate. Dauphin, PA does not offer such conditions. Kitty Hawk has been recommended to us by the Weather Bureau, and if it is as good as they say, we will plan to complete most of our machine testing there.

If a professional service provider is to be hired, please provide name, address, and a brief description of their qualifications. *

Market research assistance will be provided by Mr. Frank Lewis Dyer, 123 Main Street, New York, New York. Mr. Dyer is a professional attorney, business manager and inventor in his own right, with a law degree from Columbia University. He and his brother Richard have offered their services from this office since 1897. Mr. Dyer comes highly recommended by a Mr. Thomas A. Edison, for whom he has provided similar services.

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Budget for Preparing the Proposal

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Labor Category	Name	Hours	Rate	Cost
Salaries/Wages	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Consulting Fees	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total labor cost				0
Expense Category	Description	Cost		
Telephone expense (Describe purpose for calls)	<input type="text"/>	<input type="text"/>		
Research material copies (Types of material to be copied)	<input type="text"/>	<input type="text"/>		
Supplies (Types of supplies to be purchased)	<input type="text"/>	<input type="text"/>		
Pre-submission proposal evaluation fees (Include name of service provider)	<input type="text"/>	<input type="text"/>		
Proposal copies (Indicate how many copies planned)	<input type="text"/>	<input type="text"/>		
Proposal delivery (Include method of delivery)	<input type="text"/>	<input type="text"/>		
Other (Describe other anticipated expense)	<input type="text"/>	25000		
Expense subtotal				
Total estimated budget for proposal preparation				
Total Proposal Preparation Funding Assistance requested (one-half of total costs or \$2,000, whichever is less)				
Total Proposal Preparation costs to be contributed by applicant				

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There are no new sections to add data.
If you are finished entering data,
click on the Submit application button at right.
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Budget for Preparing the Proposal

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Labor Category	Name	Hours	Rate	Cost
Salaries/Wages	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Consulting Fees	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total labor cost				<input type="text"/>
Expense Category	Description	Cost		
Telephone expense (Describe purpose for calls)	<input type="text"/>	<input type="text"/>		
Research material copies (Types of material to be copied)	<input type="text"/>	<input type="text"/>		
Supplies (Types of supplies to be purchased)	<input type="text"/>	<input type="text"/>		
Pre-submission proposal evaluation fees (Include name of service provider)	<input type="text"/>	<input type="text"/>		
Proposal copies (Indicate how many copies planned)	<input type="text"/>	<input type="text"/>		
Proposal delivery (Include method of delivery)	<input type="text"/>	<input type="text"/>		
Other (Describe other anticipated expense)	<input type="text"/>	<input type="text"/>		
Expense subtotal				<input type="text"/>
Total estimated budget for proposal preparation				<input type="text"/>
Total Proposal Preparation Funding Assistance requested (one-half of total costs or \$2,000, whichever is less)				<input type="text"/>
Total Proposal Preparation costs to be contributed by applicant				<input type="text"/>

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