



U.S. Small Business  
Administration

# **FAST FY 2021 Funding Opportunity**

**Thursday, April 22<sup>nd</sup> 2021**

**2 PM EDT**

# Federal and State Technology (FAST) Partnership Program

This presentation does not take the place of or precedence over the FAST Notice of Funding Opportunity (NOFO).

Applicants must refer to and adhere to all requirements of the FAST Funding Opportunity available on Grants.gov.

Funding Opportunity No. SB-OIIFT-21-001

FY 2021 FAST NOFO Package: [www.sbir.gov/about-fast](http://www.sbir.gov/about-fast)

Grants.gov Submission: [www.grants.gov/web/grants/view-opportunity.html?oppld=332916](http://www.grants.gov/web/grants/view-opportunity.html?oppld=332916)

# Purpose

[Small Business Act \(Rev.13 p. 281\)](#)

FAST provides funding to organizations to execute state/regional programs that increase the number of SBIR/STTR proposals leading to an increase in the number of SBIR/STTR awards from women, socially/economically disadvantaged individuals, and small businesses in underrepresented areas - typically rural states.

- 1. Outreach:** increase the pipeline of SBIR/STTR applicants through training and outreach; and build the capacity of partner organizations and individuals to support SBIR/STTR applicants and existing awardees.
- 2. Technical and business assistance:** support entrepreneurs and startups through programs or services that improve proposal development and team creation; provide assistance that leads to the commercialization of technology developed through SBIR/STTR program funding; and form or encourage relevant mentoring networks to provide business advice and counseling.
- 3. Financial support:** make grants or loans to applicants to pay a portion or all the cost of developing SBIR/STTR proposals (Phase 0), attending relevant conferences, and bridging gaps between phases.

[www.sbir.gov/about-fast](http://www.sbir.gov/about-fast)

## FY 2021 Funding Opportunity Information

Funding available for FY 2021 awards: \$1,000,000

FAST legislation does not allow SBA to receive more than one proposal per state/territory. Each proposal must include a letter of endorsement from the state's governor. *If two entities within the same state apply, SBA will contact the governor's office for determination on which application is to be considered.*

SBA expects to make 8 awards (max award amounts are \$125,000, with varying levels of match required).

[www.sbir.gov/about-fast](http://www.sbir.gov/about-fast)

# Application Information

Applications must be submitted in full by 4:00 pm ET on June 03, 2021 to be eligible for consideration.

Applications must include the following elements:

- Cover letter (1 page)
- Technical Proposal (10 pages, min single spaced with size 12 font)
- Attachment and Exhibits
- Budget Information
- Certifications, Forms and Assurances

# Technical Proposal

Each section and sub-section should be clearly listed.

Max score: 100 points

- A. Organizational Experience and Capacity (20 points)
- B. Project Management (10 points)
- C. Local and Regional SBIR Efforts (20 Points)
- D. Project Design
  - 1) General Program Details (10 points)
  - 2) Collaboration and Leveraging of Resources (20 points)
  - 3) Ability to Reach Special Target Markets (20 points)

# Guidance on Forms

The following forms are incorporated as part of the electronic application process on grants.gov:

- SF-424, Application Federal Assistance
- SF-424A, Budget Information
- SF-424B, Assurance for Non-Construction Programs
- Other Statements Form

# Guidance on Forms

The following forms will be attachments and should follow the bolded naming convention:

1. **Cover Letter** (1 page) **and Technical Proposal** (max 10 pages, single spaced or more, size 12 font)
2. **Resumes** for Key Personnel (If position is vacant, a position description must be provided; resumes not more than 2 pages in length)
3. **Contracts and Consulting Agreements** (over \$25,000)
4. **Organizational Chart** with List of Board of Directors
5. **Milestones Chart**- Applicants must provide a chart of monthly projections for all activities to be performed under the grant project and must be measurable
6. **Governor's Letter of Endorsement**
7. **Budget Detail Worksheet and Narrative** A9-A12 (Narrative must include detailed budget of each cost category.)
8. **Cost Policy Statement** (SAMPLE: [www.sba.gov/offices/headquarters/ovbd/resources/758162](http://www.sba.gov/offices/headquarters/ovbd/resources/758162))
9. **Match Certification** (documentation on portion)
10. **A-133 audit report**
11. **Indirect Cost Rate Proposal** - Applicant must submit a current approved rate. If the Applicant does not have such an agreement, the applicant may negotiate a proposed indirect cost rate in accordance with the procedures set forth in the applicable cost principles set forth in the New Omnibus Super Circular or may accept the 10 percent de Minimis rate.
12. **SF-3881 ACH Vendor Form**

[www.sbir.gov/about-fast](http://www.sbir.gov/about-fast)



# FAQs

- **Who is on the review panel?**
  - The panel is made up of federal personnel from SBA and the SBIR participating agencies.
- **When will awards be announced?**
  - Targeted date is late July
- **Will there be a debriefing for unsuccessful applicants?**
  - It is not required for SBA to debrief unsuccessful applicants; however, it is our goal to contact unsuccessful applicants with basic feedback on why they were not selected by the review committee.
- **Are the terms and conditions posted?**
  - Yes, at [www.sbir.gov/about-fast](http://www.sbir.gov/about-fast)
- **Is there a limit to how many letters of support can be submitted?**
  - There is no limit to the number of support letters.

# FAQs

- **Can program income be used as match?**
  - Yes, program income can be used as match. Program income is not required within the FAST program.
- **If the applicant organization has existing funding from the state, can a portion of that existing funding be used as match?**
  - Yes, existing funding from another entity (public or private funds, but not other federal funds) can be used as cash match.
- **What else can be considered part of the cash match?**
  - Besides program income, cash match can be from sponsors, funding from a host organization, state funds, salaries, etc.

## FAQs

- **Is there a minimum percentage of time that key personal are required to work on the project during the period of performance?**
  - There is not a minimum percentage that is required. However, time spent on the project by key personal should be reflected in any related budget documentation and follow their described role in the proposal.
- **For multi-year awards, is there additional funding for the next two years, or is it just an extension of unspent amount out of the \$125k?**
  - The Award will be made for a 3-year period of performance, consisting of a base period of 12 months from the date of award and two (2) continuation periods of 12 months each. The continuation of the award will be solely at SBA's discretion and is subject to continuing program authority, the availability of funds, and a Non-federal entity's continued satisfactory performance and compliance with all the terms and conditions of the award. The base and continuation awards will constitute a separate and distinct 12-month budget period. Each budget period has a maximum funding amount of \$125,000.

# FAQs

- **For FAST, can a NICRA be used as a part of the required match?**
  - Unrecovered indirect costs, including indirect costs on cost sharing or matching may be included as part of cost sharing or matching only with the prior approval of the Federal awarding agency. Unrecovered indirect cost means the difference between the amount charged to the Federal award and the amount which could have been charged to the Federal award under the non-Federal entity's approved negotiated indirect cost rate.
- **Would the FAST awardee be able to receive the funds directly if awarded or would any type of intermediary be required to the deploy funds?**
  - The primary applicant, if awarded, will sign a Notice of Award. They will be the only entity that can receive a reimbursement. Primary applicants must comply with FAST eligibility but are not required to be a certain type of entity or institution.
- **There are currently 24 FAST awardees – are only the remaining 26+ states eligible for the 2021 FAST competition?**
  - Only the U.S. states, territories, and commonwealths that are not receiving funding for FAST during the current fiscal year are eligible to apply. Each applicant will require a letter of endorsement from their state's governor, or equivalent.

[www.sbir.gov/about-fast](http://www.sbir.gov/about-fast)

# FAQs

- **Can we partner (subcontract) to a FAST recipient in another state?**
  - You are not able to subcontract the full work of the grant to a separate FAST awardee in another state. However, we do strongly encourage partnership and collaboration amongst FAST awardees. Applicants can propose joint programming and other efforts with current FAST organizations or other applicants as part of their application. They can also subcontract a portion of their efforts to another FAST, provided it falls under 49% of the project funds.
- **What are the limits on how much can be made in a subaward?**
  - No more than 49% of the project funds can be contracted out as a subaward.
- **Are applicants evaluated relative to other states or to the current status of the ecosystem in which they are operating?**
  - The review of each individual proposal is done numerically according to the number of points for each section as described on the NOFO. Each proposal is evaluated by several reviewers to determine an average score.

## FAQs

- **Is there a preference to award grants at the full \$125k level? Historically, have grants been mostly at the max funding amount?**
  - Historically, most grants have been funded near or at the maximum level of funding for any particular year. However, there is no preference given for requesting funds at the maximum level. The request for each applicant should reflect the level of work that is outlined in any given proposal and be accompanied by the necessary match required.
- **How important is to align the FAST efforts with the I-Corps program?**
  - While all applicants are asked to demonstrate a strong understanding of current and previous local and regional efforts to support SBIR/STTR applicants and award, a direct alignment with the I-Corps program is not necessary.
- **Does the program point of contact at the applicant organization have to be an employee?**
  - The person that is listed as the point of contact on the cover letter of application does not have to be an employee of the organization. Please note, the signature on the Notice of Award must correspond to an employee authorized to commit the organization to the agreement.
- **Can a FAST awardee only serve businesses in their own state?**
  - If awarded, a FAST awardee is not restricted from serving businesses outside of their state/territory. Please note that stipulations from matching organizations might limit an organization's ability to assist companies in a specific geographic area..

## Tips

- Read Program Announcement carefully
  - Section IV – Application and Submission Information
  - Section V – Application Review Information
- Prepare a focused proposal that includes milestone goals and supporting activities that can realistically be achieved within the 12-month period.
- For eligibility, you must have a signed letter by governor (or equivalent).
- Plan early! Do NOT wait until the last day to submit your application. You must allow sufficient time to get your DUNS number, register in grants.gov, SAM, etc.
- Use the Application Checklist tool to make sure you have all required application elements.

Questions: [fast@sba.gov](mailto:fast@sba.gov)

[www.sbir.gov/about-fast](http://www.sbir.gov/about-fast)