

Aquaculture Accelerator and Investment Fund (“AAIF”) Program Request for Interest

1 AAIF Group Partners (AGP)

1.1. Background

AAIF Group Partners (AGP) is a strategic partnership between three State of Hawaii agencies who have agreed to combine their resources and funding to move this project forward. The agencies are the Hawaii Strategic Development Corporation (HSDC); the Natural Energy Laboratory of Hawaii Authority (NELHA) and UH Ventures LLC (UHV).

For more information about HSDC, please see <http://www.hsdc.hawaii.gov> and for more information about NELHA, please see <http://www.nelha.hawaii.gov/>. Additional information regarding the UHV can be found at <http://www.hawaii.edu/research/research-and-innovation-at-the-university-of-hawaii/>.

1.2. Request for Information

This Request for Interest (RFI) is being issued for an award to an operating entity to administer AGP funds for the purpose of establishing and operating an aquaculture accelerator. This RFI will be released on the State of Hawaii main procurement notices website at <http://spo.hawaii.gov/for-vendors/bidding-opportunities/>.

AGP reserves the right to fund any Proposal in full or in part, to request additional information to assist in the review process, to reject any or all proposals responding to this RFI, and to re-issue the RFI and accept new proposals if AGP determines that doing so is in the best interests of the State of Hawaii (State). Issuing this RFI does not bind the State to make an award of AGP funds. Any award of AGP funds in respect to this RFI will be subject to availability of funds as provided in Hawaii Revised Statutes (HRS) Section 211F and HRS Section 212D.

AGP administers this RFI and reserves the right to adjust the dates for this RFI for whatever reason it deems appropriate. AGP will administer all funds awarded under this RFI.

1.3. Key Dates - RFI and Awards Process

The RFI process will consist of the following key dates and steps:

- Release of RFI – October 29, 2018;

- Information Session – November 15, 2018
- Written Questions Accepted – November 16 – December 1, 2018;
- Deadline for RFI Proposal Submission – December 15, 2018;
- Notification of Final Decision – January 31, 2019; and
- AAIF Group Partners Investment agreement executed – March 29, 2019.

Each of these steps is discussed in Appendix A – RFI Process, Awards Process and Mandatory Compliance.

The Awards Process will consist of the following steps:

- Proposal Review and Evaluation Procedures
- Award Decision
- Award and Agreement Preparation and Execution

Each of these steps is discussed in Appendix A – RFI Process, Awards Process and Mandatory Compliance.

Please note that the Review Process may be conducted in two stages, with the second stage potentially involving an interview with the Lead Applicants (see Section 2.3 for the definition of Lead Applicant).

All questions regarding this RFI must be submitted in writing via e-mail to gregory.p.barbour@hawaii.gov with a subject line of “AAIF RFI Q&A”.

2 Aquaculture Accelerator and Investment Fund (“AAIF”) Program Description

2.1 Background

The global aquaculture industry is poised for a sustained period of growth and expansion and Hawaii is home to both pioneering industry research efforts and commercial activities that have made significant contributions to the global industry.

The State desires to undertake a concerted and collaborative effort to raise Hawaii’s global visibility in marine aquaculture to capitalize on the commercial opportunity in the global aquaculture industry.

The establishment of a Hawaii aquaculture accelerator and associated investment fund is envisioned as a pilot effort to demonstrate the State’s commitment to developing Hawaii’s commercial aquaculture industry and to focus entrepreneur and investor interest in Hawaii as a location for globally relevant aquaculture companies

Hawaii Strategic Development Corporation (HSDC), the UH Ventures (UHV) and the Natural Energy Laboratory of Hawaii (NELHA) are co-recipients for a U.S. Economic Development Administration (EDA) grant and have been awarded \$275,000 in Federal funds for “Hawaii Commercialization Seed Fund Development, EDA Award No. ED17HDQ0200066” that will be used to support an aquaculture accelerator and investment fund. UHV has agreed to provide \$350,000 in matching funds for this award.

HSDC recently concluded the HI Growth Initiative to stimulate Hawaii’s innovation economy by seeding private sector efforts to support entrepreneur development, create access to startup capital and support research commercialization and over the past five years this initiative has been successful in raising \$182 million in follow-on funding.

University of Hawaii (UH) recently created the Office of Innovation and Commercialization (OIC) within the system-level Office of the Vice President for Research and Innovation which is responsible for the technology transfer and expanded economic development programs and commercial investments. UH has also formed a Hawaii Limited Liability Corporation named “UH Ventures, LLC” to enter into management contracts with third parties to help operate University supported accelerator programs as well as provide venture capital funding for start-up companies.

Over the past 40 years NELHA’s Hawaii Ocean Science and Technology Park (HOST Park) in Kona has become the world’s premier site for growing global

aquaculture and is an economic engine for Hawaii's economy and generates over \$130 million in economic impact and 600 jobs statewide. The Supplemental Appropriations Act of 2018, Section 3.A.21, SLH 2018 appropriated \$475,000 in general funds to NELHA for aquaculture accelerator and NELHA is committed to repurposing existing structures at HOST Park to create a facility and program which will provide a base for the accelerator.

AGP intends to establish an advisory committee which will include but not be limited to representatives from the Department of Agriculture, Agribusiness Development Corporation, Hawaii Technology Development Corporation, and Ulupono Initiative. The purpose of this committee will be to obtain expert and specialized counsel and advice on matters relating to aquaculture, operation proof of concept centers and the formation of investment funds.

2.2 Goals and Objectives

The AAIF concept was presented at the Hawaii Aquaculture Industry Summit held in November 2017 and was broadly supported by the 100+ industry participants attending. The initiative will provide proof-of-concept and commercialization services to start-ups in Hawaii's aquaculture cluster. It will also be focused on attracting investor capital and a follow-on fund for aquaculture in Hawaii to develop technical and intellectual property that can benefit a global industry.

This project will be the first to provide "proof of concept" services to the aquaculture cluster and will work closely with Hawaii's aquaculture ecosystem. AAIF will support and work with aquaculture ecosystem partners across the State of Hawaii. The project is intended to develop capacity for management, drive deal flow, and serve clients.

AGP seeks to create a facility and program at NELHA, using the existing world-class facilities, to attract entrepreneurs in startups and help them get into the market and find a commercial space for their project. The initiative will target companies that service global markets in the development of new cultured species, new feed sources and new technologies needed to support open ocean and land-based aquaculture.

AGP plans to recruit and select an entity to operate an accelerator program and establish the investment fund. The entity selected will be comprised of individuals that are "hubs" in the local venture capital, technology, and industry networks and have prior experience in operating an accelerator in the agriculture and/or aquaculture industries.

The funding resources from HSDC, UHV and NELHA will be provided to assist the entity selected help to offset the operating costs of the facility and the salaries of the entity running the AAIF program. These funding resources include: a) \$475,000 to offset the operation of the accelerator; b) up to \$500,000 of “in-kind” support from NELHA for use of its facilities and utilities at HOST Park; and c) \$625,000 to evaluate commercial aquaculture opportunities, market commercialization opportunities to corporate partners, and market the investment fund to investors and start-ups.

Pipeline Development - The selected entity will be responsible for executing the scope of work under the Hawaii Commercialization Seed Fund Development grant. This stage of the AAIF project is funded by \$625,000 from AGP and will not require a cost match on the part of the selected entity. The scope of work requires 1) outreach efforts to Hawaii entrepreneurs and technology companies to provide investment evaluations of their technologies; 2) outreach efforts to market corporate partners for technology commercialization opportunities; and 3) outreach efforts to market the AAIF investment fund opportunity to investors and startups.

Accelerator – AGP’s goal is to select an entity able to establish and operate an accelerator program as defined in section 2.3 below. The accelerator program will be focused on recruiting companies that service global markets in the development of new cultured species, new feed sources and new technologies needed to support open ocean and land-based aquaculture.

It is envisioned that AAIF will solicit a minimum of 20-25 applications each year and from that pool 10 will be selected as finalists and receive the Accelerator Support Plans. From the 10 finalists 2-3 companies will be selected to enter the program each year. If sufficient investment capital for the seed financing can be raised, AAIF may be able to support 3-5 companies each year.

Services and resources provided to companies entering the program will include: 1) Acceleration Support Plan that is an evaluation of their fit for the AAIF program and their fitness for investment funding; 2) seed funding for their initial launch; 3) access, at no-cost, to HOST Park facilities, including land, seawater, electrical and communication utilities, surplus equipment and office space for up to a year; 4) pairing with a business and/or scientific mentor to provide feedback and guidance on the development for their business plan and funding plan; 5) access to intellectual property services, market validation and strategic business guidance provided by ecosystem partners arranged by AAIF; and, 6) coaching to the companies to hone their pitch to collaborators and investors and facilitate outreach to organizations that may be potential partners, collaborators or investors.

Investment Fund – AGP’s goal is that the entity selected to establish the investment fund will be able to take the lead in securing a minimum of \$2.0 million capital up to a target of \$20 million in investment commitments. AGP may be able to provide investment capital for the fund, but it is expected that private investors will be the primary participants. AGP anticipates a typical investment fund of a 10 year lifespan. It is anticipated that this fund will provide the initial seed financing and a limited amount of follow-on financing to the companies accepted into the program. By conducting a selection process via the applications and the Accelerator Support Plans, we anticipate the investors will have confidence that companies with investment promise are being selected into the program. The fund will be structured to be able to invest for several years offering the investors a broad portfolio of up to 15 companies that they will invest in. This provides a measure of diversification that is important to investors in early stage companies. This approach has proven to be successful with investors and accelerator funds for Blue Startups, GVS and Elemental Excelerator all successfully raised investor capital. Target investors will be local and global investors interested in the global aquaculture industry.

Keys to success of this program will be measured by the following metrics:

- Number of applicants;
- Number of accepted companies;
- The amount of follow-on funding raised by graduating companies;
- ROI of the seed round financing provided by AAIF after a successful financial exit by a graduating company; and,
- The ability of AAIF to attract a second round of financing from the investor community will demonstrate the success of the model.

2.3 Eligibility

A Lead Applicant is an entity that submits a Proposal and, if selected, will be legally and financially responsible for the administration of any resulting award of AGP funds.

Each Lead Applicant, if selected, must have a Principal Place of Business in Hawaii. A Principal Place of Business is a facility located in the State of Hawaii where the Lead Applicant, who is registered with the Department of Commerce and Consumer Affairs to conduct business in Hawaii, maintains physical operations managed by a senior representative of the Lead Applicant who is authorized to make decisions and to obligate the Lead Applicant and its resources. This facility must be owned or leased by the Lead Applicant or be subject to a long-term lease.

Lead Applicants awarded AGP funds must maintain eligibility while AGP funds are committed to the Proposal. A Lead Applicant that loses eligibility forfeits its award and may be required to repay the State of Hawaii the full amount of the monies it has received, plus interest.

To be eligible for the program, the accelerator is expected to incorporate the five main features of an accelerator model as defined in “The Startup Factories: The rise of accelerator programmes to support new technology ventures” (Paul Miller, Kristen Bound; NESTA June 2011). These five features are:

- An application process open to all, yet highly competitive;
- Provision of pre-seed investment, usually in exchange for equity;
- A focus on small teams not individual founders;
- Time-limited support comprising programmed events and intensive mentoring; and,
- Cohorts or “classes” of startups rather than individual companies.

Importantly, the accelerator program is expected to end with a “Showcase Day” where entrepreneurs pitch their ventures to an expert audience of local, regional, and national investors. In addition, the accelerator is expected to provide a dedicated collaborative facility to the participating teams of entrepreneurs throughout the accelerator session.

2.4 Funding and Cost Match

AGP anticipates funding one proposal over a three-year period. The AAIF Program aims to support Hawaii based accelerators which have the potential to become world-class by providing funding to teams operating accelerator programs and for the teams of entrepreneurs participating in these accelerators.

AGP expects a substantial cost match by the Lead Applicant and its partners. A minimum of a one-to-one match is expected. For the operating costs of the accelerator the cost match can be provided by in-kind contributions. For the investment capital provided to accelerator participants, the cost match must be in cash. The cost match must be committed to the Proposal at the time of AGP’s award of funds.

2.5 Term of Project

A Project is the plan of activity or activities that make up the total scope of work for which an award of AGP funds is requested and for which a Proposal is approved. The Project Period is the period during which the work funded by the AGP award will take place and will be approximately three (3) years. For an additional two (2) years of the Project, the Lead Applicant will continue to follow

the business success of the teams, and report these to AGP each quarter. To the extent the Lead Applicant also manages the investment in the teams; a separate investment report will be required for the life of the investment fund.

3 General Proposal Requirements

3.1 General Instructions

Proposals must be submitted electronically in a complete single, unlocked, searchable PDF file of the Proposal sent to gregory.p.barbour@hawaii.gov.

- Proposals are to be submitted on 8.5 x 11-inch paper.
- Margins must not be less than $\frac{3}{4}$ of an inch on all sides.
- Font must be 11 point or larger with no more than 6 lines per inch.
- All pages must be numbered consecutively using the format “Page [#] of [total number of pages]” (e.g., Page 2 of 25).
- The Proposal title and Lead Applicant name must appear at the bottom of each page.
- Proposals should not include color figures that cannot be understood when photocopied in black and white.
- The first page of the Proposal must be the Application Information Page.
- Do not include a cover or cover letter other than the Application Information Page.

3.2 Trade Secret Information

Lead Applicants are strongly discouraged from including in a Proposal any information that the Lead Applicant considers to be a “trade secret,” as that term is defined in HRS Section 482B-2. All information submitted in response to this RFI will be considered public information.

3.3 Order and Content of Proposal Sections

3.3.1 Application Information Page

The first page of the Proposal must be the completed Applicant Information Page found in Appendix B – Application Forms to this RFI.

3.3.2 Table of Contents

Prepare a Table of Contents with detail for two levels of headings in the Proposal. This section should also include a list of Charts, Figures, and Tables that appear in the Proposal with a page number for each.

3.3.3 Statement of Work

Please provide the following information pertaining to the accelerator:

3.3.3.1 Stage of Development

- Whether this is a new accelerator, or whether one or more accelerator sessions have already taken place.

3.3.3.2 Focus Area

- Whether the aquaculture focus areas will be broad-based, sector-weighted, or sector-specific.
- Given the stated focus area(s) please clearly describe the following:
- Why this is a good fit for the accelerator model;
- Which points in the technology/business development timeframe can be accelerated; and
- How the participating teams will be able to achieve rapid business validation and raise follow-on capital within 6 months of program completion.

3.3.3.3 Cohort Company Resources

- Discuss the breadth, depth, and relevant expertise of the mentor network, and a strategy to continue to build, grow, and maintain an extensive and committed mentor base. Indicate how many mentors with relevant expertise have committed their time to the program, and how many hours per week on average they expect to dedicate to the participating teams. If the mentors will be tiered based on their commitment level, please discuss.
- Discuss how the cohort companies will readily gain access to customers for feedback, concept validation, market size assessment, and prototype testing. Provide information about what tools and networks will be available to the participants in order to reach target market customers.
- Discuss the support of the local and regional investment community for the accelerator and how these investor networks are relevant to the focus area(s).
- Describe the planned accelerator methodology, including any formal or informal education sessions, programs to support company development, initiatives to measure and achieve progress targets, and any social or networking activities.

- Briefly discuss the proposed “Showcase Day”, where at the end of the accelerator cycle cohort companies will pitch their ventures to local, regional, and national investors.
- Discuss the proposed facility where the accelerator will be based and what makes it stand out as a great environment for accelerator teams and mentors.
- Discuss the corporate and professional services support such as technical expertise, business validation, legal services, and resources which will be available to teams throughout the accelerator experience.
- If a cohort company has not formed a company by the program start date, discuss the ability and process to assist the company in developing the appropriate legal structure in Hawaii within the first week of the program.

3.3.3.4 Cohort Company Selection and Expectations

- Discuss the ability to develop a strong brand recognition and network in order to attract the quality of entrepreneurs desired from Hawaii and outside the State.
- Discuss the process of cohort company selection, including recruitment, application, selection criteria, and screening processes.
- Discuss the expectations from cohort companies, including but not limited to:
 - Location requirements;
 - Participation;
 - Expectations of progress and commitment; and
 - Graduation standards.
- Cohort company funding structure (e.g. lump sum at the start of the program or multiple phases during the accelerator session contingent on team progress); and
- Equity, convertible note, or other funding requirements from a cohort company as a result of participating in the accelerator.

Remember that a cohort company must be registered in Hawaii prior to receiving AGP funds. In addition, AGP reserves the right to negotiate with the Lead Applicant regarding the specifics of investment agreements with the selected cohort companies.

3.3.3.5 Accelerator Timeline

- Describe the proposed timeline for an accelerator session in calendar year 2019, including the expected start and end date. Please indicate

whether there is any flexibility in the proposed schedule. AGP reserves the right to negotiate with the Lead Applicant regarding the proposed timeline if it deems that coordination with other aquaculture industry stakeholders would benefit the program.

3.3.3.6 Media Outreach

- Describe any promotional or social networking tools, and the media/public outreach strategy.

3.3.4 Performance Benchmarks

The Lead Applicant should demonstrate why the accelerator is likely to have a significant impact on Hawaii in the following areas:

- Assisting companies in raising follow-on capital. The initial target is that at least 50% of participating companies will have raised meaningful follow-on capital within 6 months of program completion. It is expected that the best accelerator companies will continue on to become successful, prominent Hawaii companies;
- Increasing the ability to attract top talent in order to create and grow scalable technology-based enterprises;
- Selecting teams likely to derive meaningful benefit from the accelerator;
- Retaining top talent in Hawaii following graduation from the accelerator;
- A meaningful experiential-based education for entrepreneurs; and,
- Ability to compete in the global marketplace and achieve enhanced national and/or international recognition for Hawaii.

3.3.5 Experience and Qualifications

This section of the Proposal's narrative must contain information that addresses the subject matter delineated below:

- **Organizational Capabilities.** Provide a description of relevant organizational experience, capabilities, and resources to operate a highly successful accelerator, keeping in mind that all costs pertaining to the accelerator other than AGP funding described in section 2.2 will be borne by the Lead Applicant.
- **Demonstrated Leadership Assets.** Identify the Program Manager and other Key Personnel who will lead the accelerator, their roles and responsibilities, relevant expertise, and their time commitment to the accelerator. Clearly indicate if any staff members are dedicated to the

accelerator on a full-time basis or are planned to be dedicated by the accelerator session start date.

- Management Plan. Discuss plans for internal means of communication, information management, and evaluation and assessment of progress. If applicable, describe the software tools to be utilized for cohort company application, entrepreneur education, and mentor/cohort/stakeholder collaboration, as well as program and data management.
- Biographical Sketches. Biographical information is limited to no more than four (4) individuals whom the Lead Applicant considers key to the success of the accelerator. Biographical sketches shall be no more than one half (1/2) page each and should present only the directly relevant experience.
- Past Performance. If applicable, describe the past performance in the form of previous accelerator results. Please make specific reference to the number of teams which participated in the accelerator and the outcomes such as the follow-on capital raised by the teams by the end of the program and within 6 months of program completion.

3.3.6 Proposed Funding Model

Describe the sources and uses of funds needed to operate the accelerator on a line item basis, and the fundraising strategy if applicable. Delineate the funds which have already been raised and those which are anticipated to be raised for the accelerator session and the expected date. Discuss other aspects of the funding model, such as equity or convertible note participation in companies, if applicable. Discuss the path to accelerator self-sustainability.

3.4 Page Limitations

Any pages beyond the page limits listed below will be eliminated from the Proposal before it is sent for review and evaluation. Appendices or other methods to augment the information presented in the Proposal are not allowed. Reference to web-based information to supplement the Proposal is not permitted, and such references will not be considered in the evaluation.

Statement of Work – 5 pages

Performance Benchmarks – 2 pages

Experience and Qualifications – 3 pages

Biographical Sketches – 2 pages (A maximum of four (4) biographical sketches of Key Personnel with each bio limited to one half (1/2) page)

Proposed Funding Model – 2 pages

4 Evaluation Criteria

Proposals will be evaluated based on responsiveness to all the requirements of this RFI and on the Lead Applicant's response to any additional information that may be requested.

The following criteria have been designated with the highest relevance to and weighting for AGP:

- Alignment of the Proposal with the AAIF Funding Program purpose, goals, objectives, eligibility, and funding as described in Section 2 of this RFI.
- Quality of the responses to the requirements of this RFI outlined in Section 3. Three primary categories of evaluation will be:
 - **Organizational Expertise**
An assessment of the applicant's relevant organizational experience and capabilities to operate a highly successful accelerator program. This category includes areas of past performance, leadership expertise, available resources and credible plans for achieving the specified goals.
 - **Program Capabilities and Plans**
An evaluation of the applicant's understanding and planning for an accelerator program, including its philosophy, programming, and networks. This category covers the areas relevant to the planning and execution of the program, including credible funding from private, non-state sources.
 - **Cohort Company Resources**
An assessment of the applicant's ability to compile and deliver the resources to provide participating cohort companies with the best opportunities for success. This category focuses on the breadth, depth and commitment from vital resources, in particular a qualified mentor network, a well-defined selection process, the ability to access target markets for valuable feedback and validation, the use of well-defined program management tools, the quality of support services, and an ability to gain access to a broad investor network.

Appendix A

RFI Process, Awards Process and Mandatory Compliance

RFI Process: This RFI Process will consist of the following steps:

I. Release of RFI

This RFI will be released by publication on the following website
<http://spo.hawaii.gov/for-vendors/bidding-opportunities/>.

Any amendments will also be listed on this site. We encourage those interested in amendments to this RFI, if any, to register for updates by sending a message to gregory.p.barbour@hawaii.gov with a subject line of "AQUA RFI."

II. Information Sessions (Optional)

An Information session regarding this RFI will be held and will include a presentation by AGP covering the intent and purpose of this RFI, the requirements of this RFI, the evaluation process that will be used to determine awardees, and a question and answer session. Attendance is encouraged but is not mandatory.

III. Questions and Answers

All questions regarding this RFI must be submitted in writing via e-mail. Substantive questions and answers will be posted in a Frequently Asked Questions section on the RFI section of the websites listed above. Questions should be sent to gregory.p.barbour@hawaii.gov with a subject line of "AQUA RFI Q&A". AGP reserves the right to edit questions for brevity and clarity.

IV. Submittal of Proposal

It is the responsibility of each Lead Applicant to ensure that AGP receives Proposals as instructed and by the submission deadline. Late Proposals will not be reviewed.

Proposals should be sent as a PDF attachment to an email to gregory.p.barbour@hawaii.gov with a subject line of "AAIF RFI Proposal". The deadline for submission is 4:00PM HST, December 15, 2018.

A Lead Applicant must ensure that a Proposal submitted in response to this RFI complies with all the requirements set forth in this RFI. All Lead Applicants are advised to read this RFI carefully to ensure a complete understanding of the Proposal requirements. In particular, the form, format, and content of all Proposals must follow the directions provided in Sections 2, 3 and 4. The Lead Applicant is

solely responsible to ensure its Proposal is complete, accurate, responsive to the requirements of this RFI, and received by AGP on time.

Note: All costs incurred in preparation of a Proposal shall be borne by the Lead Applicant and its team. Proposal preparation costs and/or Proposal consultancy costs are not recoverable from AGP funds. The State shall not otherwise contribute to or be liable for the costs of Proposal preparation.

Awards Process: AAIF Program's Awards Process will consist of the following steps:

I. Proposal Review and Evaluation Procedures

Upon receipt of proposals, AGP will conduct an administrative review to screen proposals for compliance with the objective content requirements defined in the RFI. Examples of proposal elements checked in the screening process include Lead Applicant eligibility and proposal completeness. Proposals found to not comply with this RFI's requirements may be eliminated from consideration and not reviewed further.

NELHA will score and rank the remaining proposals based on the evaluation criteria outlined in the RFI. This process may include a request for additional information and interviews with the Lead Applicant and its partners.

II. Award Decision

At a public meeting of AGP, Proposals recommended for funding will be presented along with necessary programmatic details including information about funds available and program goals and criteria. Lead Applicants will be informed of the meeting at <http://www.nelha.hawaii.gov/> and through direct notification from AGP. If requested, Lead Applicants must attend the meeting (either in person or remotely) at which Proposals are considered for funding.

III. Award and Agreement Preparation and Execution

Awards of AGP funds will be made based on Proposals as submitted (including such modifications as may be agreed by the Lead Applicant), the Project budget, and any conditions set forth by AGP. The award will remain open for the duration of the Project, plus a reporting period to be determined by AGP during which reports are required to be submitted to AGP.

AGP will prepare an Investment Agreement, a legal agreement setting forth the terms and conditions upon which AGP funds are awarded and the respective rights and obligations of the Lead Applicant and AGP with respect to AGP funds and the Project for which they are to be used. The Investment Agreement will incorporate the

Proposal and Project budget, as either may have been modified by evaluation findings, funding decisions, or other terms or conditions consistent with AGP approval. AGP may require the Lead Applicant to provide cash flow projections on a quarterly basis.

An Investment Agreement will be sent to the Lead Applicant for review and signature. AGP will execute the Investment Agreement after the Investment Agreement is accepted by the Lead Applicant. Once the Investment Agreement is fully-executed, the Lead Applicant will be considered and referred to as an “Awardee”.

An Awardee is required to complete the Project as described in the Awardee’s Proposal as submitted and with only those modifications as agreed by the Awardee and AGP in finalizing the Investment Agreement. AGP and the Awardee will develop a series of performance metrics that will be used to measure progress on the Investment Agreement.

All Awardees will be required to submit to AGP quarterly progress and metrics reports, as well as invoices and expenditures reports, to document achievement of Project milestones, to report Project-related success stories, and to submit post-Project completion annual reports for a period of time to be determined by AGP. All reports and invoices will be submitted in the form and format required by AGP, which may change from time to time.

From time to time during the Term of the Agreement, Awardee may organize conferences or other events open to industry representatives or the general public related to the Project, the subject matter of the Project or associated work of Awardee or its affiliates. In consideration of the Award, up to three (3) representatives of AGP may attend such conferences and events for the purposes of sharing information between Awardee, its affiliates and other constituents, and AGP. Awardee shall provide AGP reasonable advance notice of any such conferences and events. AGP will not be charged registration fees to attend such events.

Mandatory Compliance: The following restrictions apply to all AGP Projects:

I. Obligations to the State; Compliance with Laws

Awardees will be required to certify that they do not owe: (1) any delinquent taxes to the State or a political subdivision of the State; and (2) any other moneys to the State, a state agency or a political subdivision of the State that are past due, whether the amounts owed are being contested in a court of law or not. Awardees will have to provide a Tax Clearance Certificate from Hawaii Compliance Express.

AGP will require Awardees to comply with all applicable federal, state, and local laws in the performance of the Project. Awardees must accept full responsibility for payments of all unemployment compensation, insurance premiums, workers’

compensation premiums, all income tax deductions, social security deductions, and any and all other taxes or payroll deductions required for all employees engaged by Awardees on the performance of the work authorized by AGP.

Appendix B
Applicant Information Page

Lead Applicant Organization Name			
Lead Applicant Organization Address			
Lead Applicant Primary Contact	Name:		
	Title:		
	Phone Number:		
	Email:		
Accelerator Name			
Accelerator Focus Area(s) (if applicable)			
Accelerator Type	<input type="checkbox"/> Non-profit <input type="checkbox"/> For-profit		
Total Accelerator Budget	\$	AGP Funds Requested	\$

Has the Lead Applicant, its affiliates, or any of its officers:

- a) Been convicted of a felony? Yes No
- b) Been convicted of or enjoined from any violation of state or federal securities law? Yes No
- c) Been a party to any consent order or entry with respect to an alleged state or federal securities law violation? Yes No
- d) Been a defendant in a civil or criminal action? Yes No

Authorizing Agent is the individual authorized by the Lead Applicant to accept the terms and conditions of an award of AGP funds. By signing below, the Authorizing Agent certifies that the information provided in the Proposal is true, accurate, and complete and does not include information considered a "trade secret" under HRS 482B-2.

Typed Name of Authorizing Agent

Title of Authorizing Agent

Signature

Date

For AGP Use Only

Date
Received

Proposal ID #