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A. Completing Your Pre-Application

1. Click here to access the online pre-application form:
<https://redcap.uky.edu/redcap/surveys/?s=HX378R73FDWTCKFE>
2. Read ALL instructions carefully. All fields are required.
3. Consultation with KYNETIC Project Managers is strongly recommended. Submit a Consultation Request form using the link or by emailing KYNETIC.
4. Download the “KYNETIC Cycle 7 Project Description” template at the bottom of the page and complete your Project Description.
5. Click “Next Page” at the bottom of Pg. 1 to begin.

Welcome to KYNETIC!

This pre-application will close on Monday, February 13, 2023 at 5:00pm ET.

Questions and Assistance:

We strongly recommend consulting with KYNETIC Project Managers prior to submitting your pre-application. Request a Consultation here: [Consultation Request Form](#)

KYNETIC Project Managers can assist you with various aspects of the pre-application preparation, including the review of drafts prior to submission. We encourage informal inquiries about whether an idea or product would be suitable for this program. If needed, we also may be able to help identify a suitable collaborator(s) and/or faculty sponsor for non-faculty applicants.

Click here to view the KYNETIC Cycle 7 Request for Applications (RFA):
<https://www.research.uky.edu/uploads/kynetic-cycle-7-rfa-4-pp>

Need help? Review the Pre-application Submission Instructions:
<https://www.research.uky.edu/uploads/kynetic-cycle-7-pre-application-instructions-11-pp>

If you have questions, please email KYNETIC:

For Investigators at:	Please contact:
University of Kentucky	kynetic@uky.edu
University of Louisville	kynetic@louisville.edu
Eastern Kentucky University Kentucky Community & Technical College System (KCTCS) Kentucky State University Morehead State University Murray State University Northern Kentucky University Western Kentucky University	kynetic@louisville.edu

Sections of this pre-application:

- Applicant (PI/Contact PI) Information
- Project Information
- Additional Investigators (Faculty Sponsor, MPI, Co-I, and Other Significant Contributor Information) (if applicable)
- Upload Project Description and non-confidential abstract (template provided below)
- Conflict of Interest Disclosure (automatically re-directed after submission)

You will have the option to Save & Return to this pre-application.

Below is the "KYNETIC Cycle 7 Project Description" template that you will be asked to complete.

Please download and review before you begin the pre-application.

Attachments: [KYNETIC Cycle 7 Project Description.docx](#) (10/24/2022)

Click "Next Page" to begin!

See page 7 in this tutorial for instructions on how to use the “Save & Return Later” feature.

6. **Section 1. Applicant (PI/Contact PI) Information.** Fill in this section for the PI/Contact PI only.

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Section 1. Applicant (PI/Contact PI) Information

All fields are required.

Last Name:	<input type="text"/>
First Name:	<input type="text"/>
Phone:	<input type="text"/>
Email:	<input type="text"/>
Institution:	<input type="text" value="v"/>
Department:	<input type="text"/>
Position:	<input type="text" value="v"/>

For any product/technology (not necessarily the one in this application), have you, (the PI/Contact PI) ever:

	Yes	No	
Licensed a technology? <small>* must provide value</small>	<input type="radio"/>	<input type="radio"/>	reset
Started a company? <small>* must provide value</small>	<input type="radio"/>	<input type="radio"/>	reset
Applied for a patent? <small>* must provide value</small>	<input type="radio"/>	<input type="radio"/>	reset
Applied for a trademark? <small>* must provide value</small>	<input type="radio"/>	<input type="radio"/>	reset
Applied for a copyright? <small>* must provide value</small>	<input type="radio"/>	<input type="radio"/>	reset

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Save & Return Later

7. **Section 2. Project Information.** Enter your project information here. The title of the project should not contain confidential/proprietary information.

Section 2. Project Information

The title of the project should not contain confidential/proprietary information.

All fields are required.

Project Title:	<input style="width: 90%;" type="text"/>
Research / Disease Area:	<input style="width: 90%;" type="text" value="v"/>
Product Type:	<input style="width: 90%;" type="text" value="v"/>
How long have you been working on this technology?	<input style="width: 80%;" type="text"/> Year(s)

Have you or another member of your team previously submitted a KYNETIC pre-application for this project or a closely related project?

* must provide value

Yes

No

reset

For this product/technology, please indicate whether the following have occurred:

Note: TTO = Technology Transfer Office (e.g., Kentucky Commercialization Ventures (KCV), UK Office of Technology Commercialization (OTC), UoFL Office of Research and Innovation)

	Yes	No
Discussed with TTO? * must provide value	<input type="radio"/>	<input type="radio"/>
		reset
Submitted invention disclosure to TTO? * must provide value	<input type="radio"/>	<input type="radio"/>
		reset
Submitted patent application? * must provide value	<input type="radio"/>	<input type="radio"/>
		reset
Patent issued? * must provide value	<input type="radio"/>	<input type="radio"/>
		reset
Trademark registered? * must provide value	<input type="radio"/>	<input type="radio"/>
		reset
Copyright granted? * must provide value	<input type="radio"/>	<input type="radio"/>
		reset

Do you have any current, pending, or previous funding RELEVANT to this product/technology?

	Yes	No
Active Funding: * must provide value	<input type="radio"/>	<input type="radio"/>
		reset
Pending Funding: * must provide value	<input type="radio"/>	<input type="radio"/>
		reset
Previous Funding: * must provide value	<input type="radio"/>	<input type="radio"/>
		reset

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Save & Return Later

8. **Section 3. Additional Investigators: Faculty Sponsor Information.** Complete the Faculty Sponsor section if applicable. Non-faculty applicants (staff, trainees, and students) must identify a faculty member who is willing to sponsor their application.

Section 3. Additional Investigators

All fields are required.

All personnel listed on this pre-application will be asked to complete the "KYNETIC Contributor Form".

Personnel other than MPI, Co-I, OSC, Faculty Sponsor, or Consultant do not need to be listed here.

Principal Investigator (PI): Individual who is responsible for leading and directing the project, intellectually and logistically. Multiple PIs are permitted. When a multiple PI model is used, the "Contact PI" will receive communications from the KYNETIC program, and "MPI" is used to refer to an additional PI(s), i.e., those who are not the Contact PI.

Co-Investigator (Co-I): Individual who is involved with the PI in the scientific development or execution of a project. Usually has measurable effort.

Other Significant Contributor (OSC): Individual who has committed to contribute in an advisory role to the scientific development or execution of the project but are not committing any specified measurable effort to the project. Individuals with measurable effort may not be listed as Other Significant Contributors (OSCs).

Faculty Sponsor: If the PI/Contact PI is a non-faculty applicant (i.e., staff, postdoctoral trainee, student), a faculty sponsor is required. If a project is awarded funding, the faculty sponsor must agree to provide project oversight, which may include but is not necessarily limited to, financial/account management and IRB/IACUC protocol management/supervision. A faculty sponsor may also be an MPI, Co-I, or OSC on a project/application, but it is not required for a faculty sponsor to also be an MPI, Co-I, or OSC.

Consultant: Individual who provides professional advice or services for a fee. Consultants also include firms that provide professional advice or services.

Faculty Sponsor Information

If the PI/Contact PI is a non-faculty applicant (i.e., staff, postdoctoral trainee, student), a faculty sponsor is required. If a project is awarded funding, the faculty sponsor must agree to provide project oversight, which may include but is not necessarily limited to, financial/account management and IRB/IACUC protocol management/supervision. A faculty sponsor may also be an MPI, Co-I, or OSC on a project/application, but it is not required for a faculty sponsor to also be an MPI, Co-I, or OSC.

Faculty sponsors are required to complete the "KYNETIC Contributor Form", which will ask them to confirm their willingness to serve as a sponsor on the pre-application.

Faculty Sponsor Last Name:	<input type="text"/>
Faculty Sponsor First Name:	<input type="text"/>
Faculty Sponsor Email:	<input type="text"/>
Faculty Sponsor Institution:	<input type="text"/>

Faculty Role for this project:

A faculty sponsor may also be an MPI, Co-I, or OSC on a project/application, but it is not required.

If the faculty sponsor will not also be an MPI, Co-I, or OSC, please select "Faculty Sponsor Only".

* must provide value

Are there other investigators on this project?

* must provide value

reset

9. **Section 3. Additional Investigators.** Indicate whether there are additional investigators on the project and provide their information. *Do not include yourself or Faculty Sponsor (if applicable) in the count.*

Are there other investigators on this project?

Yes

No

How many other investigators are on the project?

Do not include yourself or faculty sponsor in the count.

1

2

3

4

5

6

7

8

9

10

Additional Investigator #1

Last Name:	<input type="text"/>
First Name:	<input type="text"/>
Email:	<input type="text"/>
Role:	<input type="text" value="v"/>
Institution:	<input type="text" value="v"/>

Additional Investigator #2

Last Name:	<input type="text"/>
First Name:	<input type="text"/>
Email:	<input type="text"/>
Role:	<input type="text" value="v"/>
Institution:	<input type="text" value="v"/>

- 10. **Section 4. Project Description.** If you have not done so already, download the “KYNETIC Cycle 7 Project Description” template and complete your Project Description. Follow the instructions that appear to submit your Project Description.
- 11. **Click "Submit" below by 5:00pm ET on Monday, February 13, 2023 in order for KYNETIC to receive your pre-application.**


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Section 4. Project Description

All fields are required.

Download and complete the "KYNETIC Cycle 7 Project Description" template below.

Microsoft Word and PDF files are acceptable. PDF files are strongly recommended to retain formatting.
 Required Format: 0.5" margins, 11 pt Arial font, single spaced

Attachment:  [KYNETIC Cycle 7 Project Descriptio](#)

Upload your completed Project Description here. [Upload file](#)

PDF files are strongly recommended to retain formatting.
 * must provide value

If you have questions, please email KYNETIC:

For Investigators at:	Please contact:
University of Kentucky	kynetic@uky.edu
University of Louisville	kynetic@louisville.edu
Eastern Kentucky University Kentucky Community & Technical College System (KCTCS) Kentucky State University Morehead State University Murray State University Northern Kentucky University Western Kentucky University	kynetic@louisville.edu

If you need to exit and submit your pre-application later, click "Save and Return Later" to get a return code and an email link. You can also use this feature to make modifications to your pre-application after submission up until the pre-application deadline.

You must click "Submit" below by 5:00pm ET on Monday, February 13, 2023 in order for KYNETIC to receive your pre-application.

<< Previous Page
Submit
Save & Return Later

B. How to Save Your Application and Return Later

1. **Save & Return Later.** If at any point you need to leave the application and return later, OR if you want access to your application post-submission up until the deadline, click “Save & Return Later” at the bottom of the screen. A pop-up window should appear. Write down the code provided and close the pop-up window. **The code will NOT be emailed to you.**

Your survey responses were saved!

You have chosen to stop the survey for now and return at a later time to complete it. To return to this survey, you will need both the *survey link* and your *return code*. See the instructions below.

1.) Return Code
A return code is ***required*** in order to continue the survey where you left off. Please write down the value listed below.

Return Code:

* The return code will NOT be included in the email below.

2.) Survey link for returning
You may bookmark this page to return to the survey, OR you can have the survey link emailed to you by providing your email address below. For security purposes, **the return code will NOT be included in the email.** If you do not receive the email soon afterward, please check your Junk Email folder.

Enter email address: Send Survey Link

* Your email address will not be associated with or stored with your survey responses.

Or if you wish, you may continue with this survey again now.

Powered by REDCap

***Return Code* needed to return**

Copy or write down the Return Code below. Without it, you will not be able to return and continue this survey. Once you have the code, click *Close* and follow the other instructions on this page.

Return Code:

2. **Save & Return Later.** Enter your email address and click “Send Survey Link” to have the return link emailed to you. **The code will NOT be emailed to you.**

Your survey responses were saved!

You have chosen to stop the survey for now and return at a later time to complete it. To return to this survey, you will need both the *survey link* and your *return code*. See the instructions below.

1.) Return Code
A return code is ***required*** in order to continue the survey where you left off. Please write down the value listed below.

Return Code:

* The return code will NOT be included in the email below.

2.) Survey link for returning
You may bookmark this page to return to the survey, OR you can have the survey link emailed to you by providing your email address below. For security purposes, **the return code will NOT be included in the email.** If you do not receive the email soon afterward, please check your Junk Email folder.

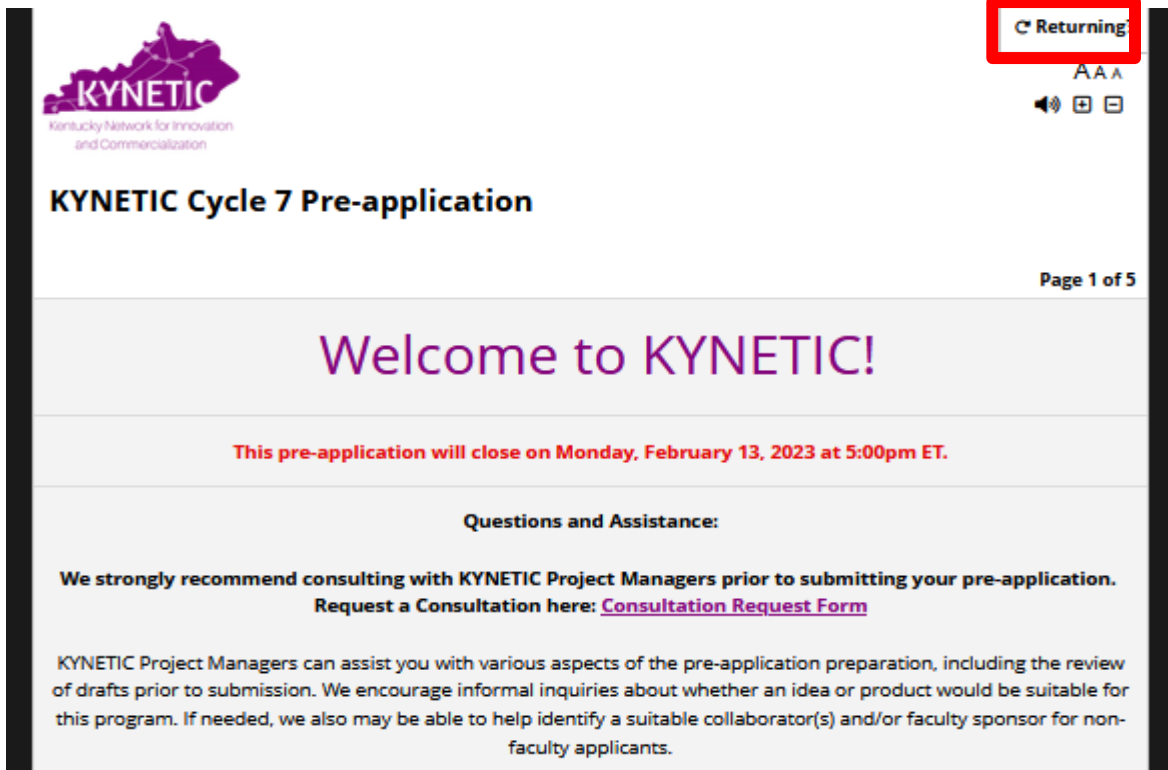
Send Survey Link

* Your email address will not be associated with or stored with your survey responses.

Or if you wish, you may continue with this survey again now.

3. **Save & Return Later.** To return to your application, follow the return link in your email OR navigate to the original pre-application link and click “Returning?” in the top right corner of the page. A pop-up window will appear, click “Continue the survey.”

<https://redcap.uky.edu/redcap/surveys/?s=HX378R73FDWTCKFE>



KYNETIC
Kentucky Network for Innovation
and Commercialization

Returning?

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KYNETIC Cycle 7 Pre-application

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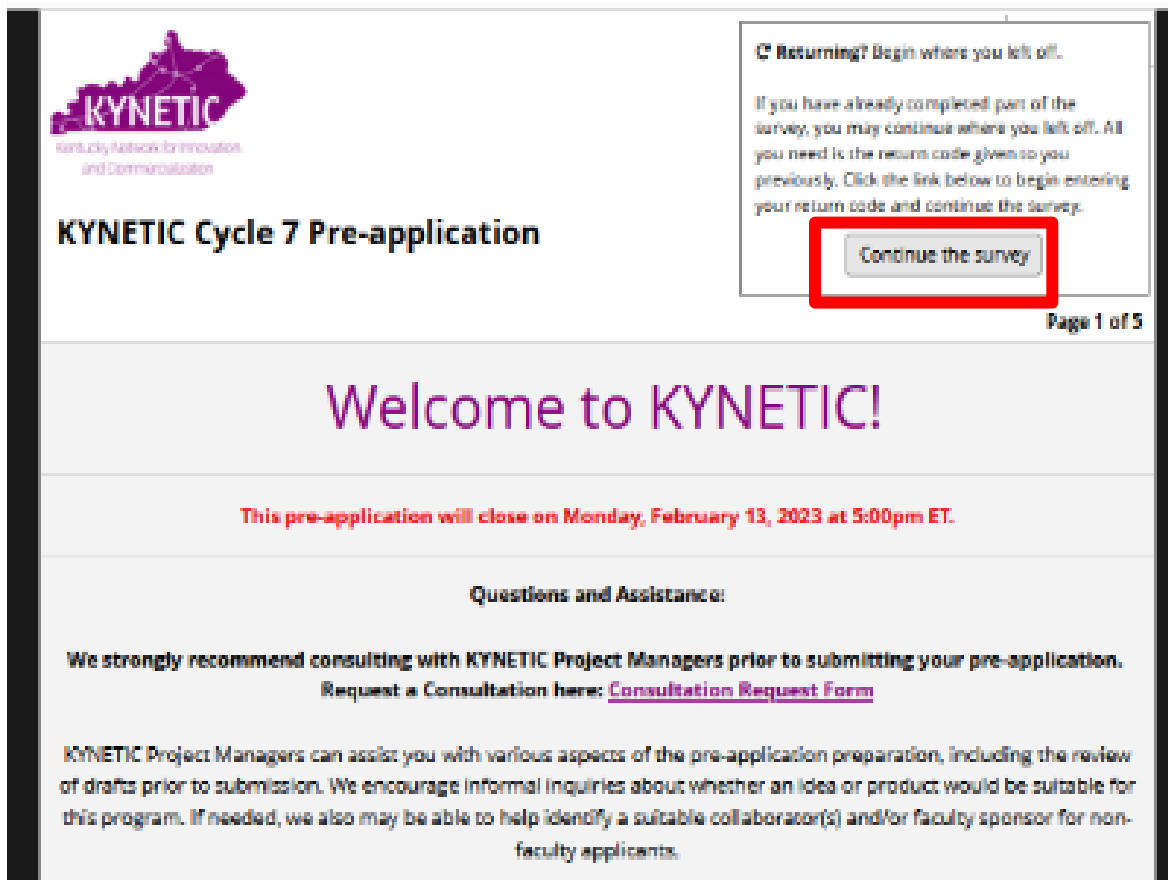
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KYNETIC
Kentucky Network for Innovation
and Commercialization

KYNETIC Cycle 7 Pre-application

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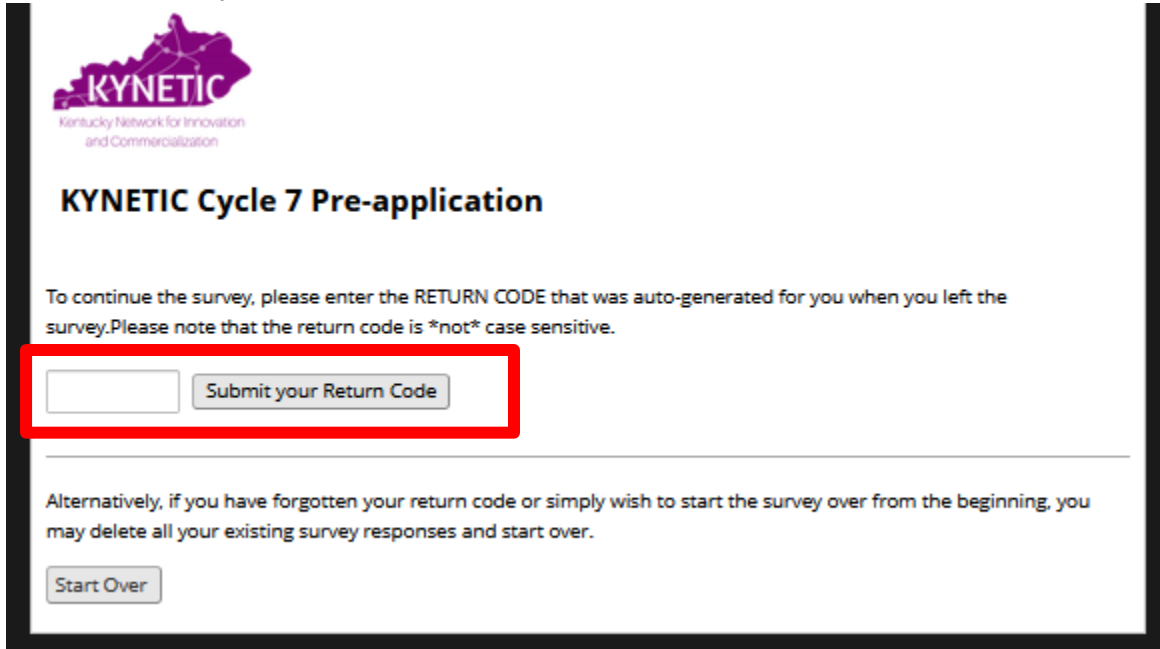
KYNETIC Project Managers can assist you with various aspects of the pre-application preparation, including the review of drafts prior to submission. We encourage informal inquiries about whether an idea or product would be suitable for this program. If needed, we also may be able to help identify a suitable collaborator(s) and/or faculty sponsor for non-faculty applicants.

Returning? Begin where you left off.

If you have already completed part of the survey, you may continue where you left off. All you need is the return code given to you previously. Click the link below to begin entering your return code and continue the survey.

Continue the survey

- 4. Save & Return Later.** Enter your Return Code and click “Submit your Return Code” to return to your saved application OR your previously submitted application. You may modify a submitted pre-application at any point up until the deadline.



The screenshot shows the KYNETIC logo at the top left, which includes a purple map of Kentucky and the text "KYNETIC Kentucky Network for Innovation and Commercialization". Below the logo is the title "KYNETIC Cycle 7 Pre-application". The main text reads: "To continue the survey, please enter the RETURN CODE that was auto-generated for you when you left the survey. Please note that the return code is *not* case sensitive." Below this text is a red-bordered box containing a text input field and a button labeled "Submit your Return Code". A horizontal line separates this section from the bottom section, which contains the text: "Alternatively, if you have forgotten your return code or simply wish to start the survey over from the beginning, you may delete all your existing survey responses and start over." Below this text is a button labeled "Start Over".

KYNETIC
Kentucky Network for Innovation
and Commercialization

KYNETIC Cycle 7 Pre-application

To continue the survey, please enter the RETURN CODE that was auto-generated for you when you left the survey. Please note that the return code is *not* case sensitive.

Alternatively, if you have forgotten your return code or simply wish to start the survey over from the beginning, you may delete all your existing survey responses and start over.

C. Conflict of Interest Form

1. **Conflict of Interest.** Carefully consider the list of potential reviewers and KYNETIC personnel and determine whether you feel they have any conflicts of interest. Indicate whether you have any concerns.

Please indicate whether you have conflicts of interest.

A conflict of interest (COI) occurs when a reviewer or their immediate family member:

- Has a financial interest in a technology being reviewed (is an inventor or co-inventor on a related patent application, through funds awarded, royalties, etc.), or
- Is direct/key personnel on an application (PI, Co-I, OSC, Faculty Sponsor, etc.), or
- Has a company or product (or product in development) that is directly competitive with the product envisioned in the project

All Internal Advisory Committee (IAC) and KYNETIC team members are covered by a confidentiality agreement to participate in the KYNETIC review process.

KYNETIC Internal Advisory Committee (IAC)	
Name	Institution
Bob Pervine	Murray State University
Buddy Steen*	Western Kentucky University
John Trent	University of Louisville
Jon Thorson	University of Kentucky
Kristin Williams	Kentucky Community & Technical College System
Micah Glenn	Kentucky State University
Ranjit Koodali*	Western Kentucky University
Samantha Langley-Turnbaugh	Northern Kentucky University
Shannon Harr	Morehead State University
Tom Martin	Eastern Kentucky University
Tom Prisinzano	University of Kentucky
Tommy Roussel	University of Louisville

*Western Kentucky University shares 1 vote

KYNETIC Team	
Name	Role
Linda Dwoskin	KYNETIC Principal Investigator (UK)
Paula Bates	KYNETIC Principal Investigator (UL)
David Brock	Director of Operations, KY Innovation
Ian McClure	Executive Director, Office of Technology Commercialization (UK)
Kevyn Merten	Executive Director, Commercialization EPI-Center (UL)
Sarah Andres**	KYNETIC Project Manager
Jennifer Dolly Prothro**	KYNETIC Project Manager
Ashton Miller**	KYNETIC Project Manager
Jamie Rush**	KYNETIC Project Manager
Jessica Sharon**	KYNETIC Project Manager

**Not voting at the IAC meeting

All fields are required.

Your Information	
Last Name:	Doe
First Name:	Jane

Please indicate whether you have any concerns or conflicts of interest:
* must provide value

reset

2. Conflict of Interest. If you have concerns, please provide the name(s) and describe the conflict. Then click "Submit".

All fields are required.

Your Information	
Last Name:	Doe
First Name:	Jane

Please indicate whether you have any concerns or conflicts of interest:
** must provide value*

[No, I have no concerns.](#)

[Yes, I have concerns.](#)

reset

You indicated that you have concerns or conflicts of interest. Please provide the name(s) and describe:
** must provide value*

Expand

[Submit](#)