UTSA Center for Innovation, Technology and Entrepreneurship (CITE)

$100K Student Technology Venture Competition

$100K

Team Handbook
Compete in the $100K Student Technology Venture Competition

Focusing on student entrepreneurial activities, CITE hosts a biannual $100K Student Technology Venture Competition to give students hands-on experience as early stage entrepreneurs. Teams of senior business and engineering students work throughout the semester to develop a technology demonstrator and business plan to successfully develop a new company.

- Entrepreneurship: CITE: Dr. Cory Hallam, 458-6895, cory.hallam@utsa.edu
- Electrical Engineering: August Allo, august.allo@utsa.edu
- Mechanical Engineering: James Johnson, james.johnson1@utsa.edu
- Biomedical Engineering: Teja Guda, teja.guda@utsa.edu
- Business: Neal Leonard
- Computer Science: Kay Robbins, kay.robbins@utsa.edu; Mark Robinson, mark.robinson@utsa.edu
$100K Student Technology Venture Competition

Focusing on student entrepreneurial activities, CITE hosts a biannual $100K Student Technology Venture Competition to give students hands-on experience as early stage entrepreneurs. Teams of senior business and engineering students' work throughout the semester to develop a technology demonstrator and business plan to successfully develop a new company. The engineering students create a new technology product, and the business students create the business plan for commercialization of the product. The SATechBoosters provide a mentor for each of the new venture teams.

The competition is the culmination of your undergraduate work and will be judged by a panel of academic, business and entrepreneurial experts. The winning teams have access to a prize pool of over $100,000 in funding and services to launch their new company. More than 500 students have participated in pitching new technology ventures. Click here to see successful projects.

The founding sponsor of the competition is the Texas Research Technology Foundation (TRTF). New and continuing sponsors include Cox|Smith/Dykema, the SATechBoosters, the San Antonio Technology Center, the UTSA College of Business, the UTSA College of Engineering, and the UTSA Office of the Vice President for Research, and the Office of Commercialization and Innovation (OCI).

"Ever since I was a teenager, if something was a challenge, I did it and learned it. That's what interests me about life – setting myself tests and trying to prove that I can do it”
-Richard Branson, Billionaire Entrepreneur

1. What Can You Win

This is your chance to start your own technology company with access to a prize pool of over $100K. Every team in the competition will get:

- $2,000 materials budget
- CITE Venture Mentor Network, mentoring valued at $4,000
- Start-Up Documents for Company from Law Firm Cox|Smith if company started, valued at $5,000*

Additional Prize pool includes:

- $7,000 cash split amongst top three teams
- $5,000 convertible note investment to top team
- $15,000 patenting costs (up to three teams)**
- $20,000 1 year rent for top two teams at SATX and/or Geekdom***
- The total prize pool may expand if there are more than 10 teams.
*Formation Costs for companies that decide to go forward an incorporate
**The Patent costs for the initial application filing, filing through UTSA with option to license into the start up company
***Lack of availability of space at respective site may limit timing of use of award

2. The Rules

- Pitch the technology as a new company planning to sell the product/service
- The Engineering Team will focus on the technology, design, proof of concept, and prototyping.
- The Business team will focus on the market analysis, business plan, product costing and pricing, and company financials
- The business plan may focus on a future version of the technology, but must be initially based on the technology demonstrator/prototype/proof of concept
- All class assignments must be copied to your teammates
- Ownership of the company is equally split amongst teammates at time of competition. Continuation with company after competition will involve vesting further ownership for those who continue
- If a patent application is filed through UTSA and company not started (i.e. you do nothing with the idea after you graduate), then a UTSA technology licensing associate will work to find a licensee for your patent and any licensing royalties will be split 50/50 with the inventors after expenses are recovered
- Failure to participate in the Entrepreneurship Boot Camp and competition will result in loss of any funding or awards
- If a team chooses to disclose their technology to the Office of Commercialization and Innovation, it must be done no less than 45 days prior to the competition or any other public disclosure

1) Go to http://research.uta.edu/research-funding/commercialization/
2) Click the (Disclose an Invention” if you are reading this online and download and complete the disclosure form.
3) Bring signed copy (signed by all possible creators of the technology, if more than one) to Graduate Studies and Research Building, 2nd Floor, Suite 2.116.
4) Also, bring copies or electronic files of the supporting documentation related to the disclosure (design files, reports, patent searches, similar product found on Google, etc).
The technology may be disclosed to the Office of Commercialization and Innovation via the online Technology Disclosure Form 45 days prior to the public disclosure (to enable maximum protection options). The identity and contribution of each listed contributor must be clearly identified. However, inventorship will be determined by patent law. The technology is reviewed for both patentability and marketability and must meet both criteria in order for the OCI office to proceed. An exclusive license may be provided to the inventors or to a team including the other non-inventor student participants who worked on the business plan for the company, if the company is officially started. If the participants do not subsequently pursue a license, the technology will be available for licensing to the public and the inventors will share 50% of the royalty after patent and licensing expenses are recovered. (see Intellectual Property Section for more details.)

3. The Schedule
For this semester the following will take place:

1) Participate in Survey – First weeks of Class
2) Engineers: Prepare one page product/technology explanation from each engineering team
   o Team Name, students names, contact info (email, cell)
   o Description of product
   o Problem being solved
   o Proposed market/customer/user
3) Faculty and Teams will be notified which teams selected by business student teams (unpaired teams may be allowed to compete)
4) Meet the mentors event – mandatory – Fall: Mid September, Spring: Mid January – Location: varies
5) Tech Start Up Boot Camp 8:30 am - 3:00 pm – Fall: Mid October – Spring: Mid February – Location: to be announced
6) Tech Competition, 8 am-1 pm set up and meet with judges and public, 1-3 pm pitches and awards – Last Week of the regular semester - Location: varies. Combined with UTSA Tech Day
7) Final Survey – 15 minutes – Day of the Competition

4. Additional Information
Attached you will find a series of items to help you this semester including:

1. Faculty Contacts
2. Working in Teams Contract
3. Intellectual Property
4. Reimbursement checklist
5. Reimbursement form
6. SIF form
7. Tax Exempt Form
8. Judging Form
4.1 Faculty Contact Information

- Competition Director – Cory Hallam
  GSR 2.116F
  Email: cory.hallam@utsa.edu
  Phone: (210) 458-6985

- Business – Neal Leonard
  BB
  Email: 
  Phone: 

- Electrical Engineering – August Allo
  BSE 1.502
  Email: august.allo@utsa.edu
  Phone: (210) 458-7075
  Fax: (210) 458-5947

- Mechanical Engineering – James Johnson
  EB 3.04.05
  Email: james.johnson1@utsa.edu
  Phone: (210) 458-6652

- Biomedical Engineering – Teja Guda
  AET 1.356
  Email: teja.guda@utsa.edu
  Phone: (210) 458-8529

- Computer Science – Kay Robbins/Mark Robinson
  NPB 3.334 / NPB 3.350
  Email: kay.robbins@utsa.edu / mark.robinson@utsa.edu
  Phone: (210) 458-5543 / (210) 458-5545

4.2 Working in Teams

Your work this semester requires team effort. The following document suggests ways you can make your team experience both functional and rewarding. (Remember: you are part of a business entity, and your teamwork may result in a future business and a cash prize).

1⃣ Get to Know Each Other
This may sound elementary, but you’d be surprised how many teams screw this up. Get to know each other; share your interests, where you live, and your hobbies. Exchange phone numbers and email addresses. Since each of you will have responsibility for seeing that the project is
completed, decide on the roles and responsibilities each person will have. Someone may be good at finances, so of course that person should be the CFO of your business. Someone else may be good at presentations; therefore that person should be responsible for designing and presenting during the competition. Find a role for everyone.

2 Team Vision
What are you trying to accomplish and how are you going to get there? This is the most important question to ask and to ensure success you must be sure everyone has the same vision. Talk it out, listen to everyone, and decide as a team your mission statement, which will be the roadmap to your success. Decide on a mission that everyone can take to heart.

3 Team Contract
Because of the importance of your work, and the high stakes of your success, develop a team contract that everyone signs now. This contract should state the following:

☐ Responsibilities of each team member
☐ Meeting times, days, places
☐ Procedures and policies, as needed
☐ Expectations of participation for each person as a team member
☐ Consequences for failing to uphold the contract.

Each member MUST sign the contract and someone must keep it for reference should you need it during the very busy semester. The following is the template to use. If you wish to add to it you may. The important point here is that you NEED a contract before any issues arise.
$100K Student Technology Venture Competition CONTRACT

Team Name ___________________________

Roles and Responsibilities during the semester
Deciding who does what is very important early on. You want to avoid duplicating work and know exactly who to call to avoid something slipping through the cracks and not getting done. The groups from different colleges should each have a lead point of contact with responsibility for coordination and communication amongst the different parts of the company (i.e. business and engineering). Understand that the product/technology in development is a proof of concept to show that an idea works, but that the final pitch to investors will probably include a vision of what the product/technology could be in the future (more advanced, additional features, etc). This is your chance to convince investors your technology works and be visionaries about how many cool things it could become.

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Team Procedures

1. Day, time, and place for regular team meetings:

2. Preferred method of communication (e.g., e-mail, cell phone, wired phone, Blackboard Discussion Board, face-to-face, in a certain class) in order to inform each other of team meetings, announcement, updates, reminders, problems:

3. Decision-making policy (by consensus? by majority vote?):

4. Method for setting and following meeting agendas (Who will set each agenda?)
When? How will team members be notified/reminded? Who will be responsible for the team following the agenda during a team meeting? What will be done to keep the team on track during a meeting?

5. Method of record keeping (Who will be responsible for recording & disseminating minutes? How & when will the minutes be disseminated? Where will all agendas & minutes be kept?): Team Expectations

**Work Quality**

1. Project standards (What is a realistic level of quality for team presentations, collaborative writing, individual research, preparation of drafts, peer reviews, etc.?):

2. Strategies to fulfill these standards:

**Team Participation**

1. Strategies to ensure cooperation and equal distribution of tasks:

2. Strategies for encouraging/including ideas from all team members (team maintenance):

3. Strategies for keeping on task (task maintenance):

4. Preferences for leadership (informal, formal, individual, shared):

**Personal Accountability**

1. Expected individual attendance, punctuality, and participation at all team meetings:

2. Expected level of responsibility for fulfilling team assignments, timelines, and
deadlines:

3. Expected level of communication with other team members:

4. Expected level of commitment to team decisions and tasks.

Consequences for Failing to Follow Procedures and Fulfill Expectations
1. Describe, as a group, you would handle infractions of any of the obligations of this team contract. (You are able to ‘fire’ a team member with entire team approval for documented infractions):

2. Describe what your team will do if the infractions continue:
4.3 Intellectual Property

Intellectual property can take the form of copyrights, trademarks, trade secrets and patents. Each team will have a potentially patentable invention and the inventors need to file a technology disclosure form [http://research.utsa.edu/commercialization/] with the UTSA Office of Commercialization and Innovation (210-458-6963) contacted through the OCI email OCI@utsa.edu. OCI is charged with protecting, and commercializing research and intellectual property as a means to benefit the university, the research environment, the academic environment, and for the general benefit of the state of Texas and its residents. Christine Burke is the Director of Technology Transfer, christine.burke@utsa.edu.

NOTE: Students who sign confidentiality agreements in order to gain proprietary technology information from another entity (or individual) may have obligations including rights to technology improvements they may discover. Students who choose to work on a prior UTSA owned (faculty or student) invention or an improvement of a faculty invention may be more limited in their options to utilize the technology in a new company. Please note, if the engineering students are funded by a sponsor, public or private (including UTSA) for the design the technology rights may not be available to license to the student start-up. Students, who are inventors who assign inventions to UTSA, are eligible to the same benefits as faculty inventors.

OCI reviews the technology disclosure to determine whether the disclosed technology is protectable (meets patenting criteria) and marketable (can generate enough revenue), if so, then the university will pursue the initial provisional patent application. If not, then inventors may pursue patenting on their own with their own legal counsel and with no obligations to the university and no financial resources received from the University.

If the invention is disclosed to the university but the team does not start the company, then the university will seek to license the technology to a company. Royalties will be shared with inventors as per UTSA policy and 50% of the revenue after expenses (patent and legal costs are recovered), distributed to inventors as per the percent of inventorship as listed in the Technology Disclosure form.

If the invention is disclosed to the university and the students start the company, then they may be granted an exclusive license for the invention based on a set of milestones (unless the invention falls under any of the qualifiers in the NOTE above.) The terms of the license agreement are the same as those provided to faculty start-ups and include a 4% royalty rate and a 4% equity undiluted through the receipt of at least $1.5 million in actual funding as well as other standard terms and conditions required by UT System.
4.4 $100K Competition Checklist for Reimbursement Submission

When submitting for Reimbursement for the materials used in preparing for the CITE Tech Competition, you can only request for your expenses not your team members. Please insure that all signatures and all original receipts are provided to Diego Capeletti in room: GSR 2.116G (GSR Building, 2nd Floor, Suite 2.116)

☐ Reimbursable expenses:
Reimbursable expenses include, but are not limited to: acquisition of modest amounts of equipment or materials needed to fabricate prototypes; travel expenses to consult with potential clients or experts; training or education related to entrepreneurial immersion; or, other resources needed to directly advance the goals of transitioning a team’s project into the marketplace. Legal or administrative costs will not be reimbursed.

☐ Supplier Information Form (SIF):
If you have never received payment from UTSA you will need to fill out a Supplier Information Form and submit it to Diego Capeletti. The SIF’s are available in the competition handbook.

☐ Taxes:
UTSA is a state institution and will NOT reimburse any taxes. Please have all costs calculated on the reimbursement form displayed without taxes.
*PLEASE use Tax Exemption Forms to purchase items for project and do not pay tax* - the form is in the competition handbook.

☐ Reimbursement Form:
Please fill out the form appropriately with student name, CITE Project Name, etc. Do not include taxes in cost. Both the signature of the class advisor and the student seeking reimbursement are needed on the form.

☐ Receipts:
It is important to match all ORIGINAL receipts to the individual requesting for reimbursement. A reimbursement will not be approved if Disbursements cannot prove that the item(s) on the receipt(s) was made by the individual.

Credit Cards: With a Credit Card receipt, a signature is usually required at time of purchase. A signature or student’s name printed onto the receipt is sufficient enough to prove that this purchase was made by the individual. Please attempt to provide an original receipt with signature or a bank statement will be needed.

Debit Cards: With a Debit Card receipt, a name is usually not printed on the receipt or signature required. If it is then this is fine the way it is to turn in for reimbursement. If not and it only displays the last four digits of the debit card then a copy of your bank statement would be needed to prove that the purchase was made by the individual. Please see Bank Statements details below. Note: If at least one of your debit card receipts has a printed name or signature then this will be sufficient enough to back up all other receipts with the same card #.

Online Purchases: If a receipt is for an online purchase, then it needs to show that the item(s) were purchased by the individual. An “Order Confirmation: is not proof that the item was paid for by the student. Please provide a receipt of the purchase made. If the receipt does not display adequate proof that the purchase was made and paid by the student then a copy of a bank statement would be needed. Please see Bank Statements details below.

Cash: If cash was used to purchase item(s), then the student must sign and date each receipt this pertains to.

☐ Bank Statement Details:
If applicable as described above, please provide a copy of your bank statement to show that indeed these purchases were made by the individual requesting a reimbursement. This can be from your online banking statement or actual hardcopy sent to you from your bank. (Please DO NOT display any Account Numbers, PIN Numbers, etc. on copy.) This confidential information should be blackened out along with any other purchases not related to this reimbursement.
Deadline to Submit SIF and Reimbursement Forms:
Each team member has 60 (SIXTY) DAYS after the day of the competition to submit the 
Supplier Information Form and the Reimbursement Form, if applicable. Reimbursements will not 
be processed if forms are not presented on time. Also, prizes cannot be processed until 
Supplier Information Form is submitted.

If you have any questions, please contact Diego Capeletti at (210) 458-6559 or at 
diego.capeletti@utsa.edu.
UTSA New Technology Venture Start-Up Competition Reimbursement Form
Up to $2000 per team

Combining Business and Engineering to Launch Technology Entrepreneurs

Project ID 1000000470 – UTSA CITE

For reimbursement in the competition fill out the following information

1) Student Name: ________________________________
2) Project Name: ________________________________
3) Banner ID: ________________________________
4) Total reimbursement requested: ________________________________
5) Budget remaining after reimbursement: ________________________________
6) List of Expenses: ________________________________

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Total reimbursement requested $ ________________________________

Name of Faculty Advisor (print): ________________________________

Faculty Advisor Signature and Date: ________________________________

Student Signature and Date: ________________________________

Once completed, submit this form and all original receipts to Diego Capeletti in GSR 2.116G (diego.capeletti@utsa.edu, (210) 458-6559). If you have never received payment from UTSA you will need to fill out a Supplier Information Form (SIF) with Diego. Diego will process the reimbursement, and a check will be issued by disbursements (expect them to take a couple of weeks). If you have any questions or concerns call Cory Hallam at (210) 458-6895.
Purpose of this form (Check One)  □ Add as a New Vendor  □ Update existing entry (ID or Short)  □ Add an employee to Vendor file (Evaluate with Payroll Office)

PART I. GENERAL SUPPLIER INFORMATION

The University of Texas at San Antonio reserves the right to request photo identification to confirm legal name(s).

Individual/Owner Name:

Social Security Number (SSN) or Individual Taxpayer ID Number (ITIN):

Employer Identification Number (EIN):

Business Name (if different from above Name):

□ Individual

Social Security (SSN) or Individual Taxpayer Identification Number (ITIN) is required

□ Sole Proprietor

Social Security Number is required when providing Employer ID Number

Texas Identification Number (include the type of number(s) being provided below)

SSN/ITIN #:  Employer ID Number:

Compromiser's Assigned Number:

Citizenship Information

□ 1 - A citizen or national of the United States of America

□ 2 - A Lawful Permanent US Resident: Alien/Green card #: ______________

□ 3 - A Non-U.S. Resident/Non Resident Alien (if checked, attach completed form W-8 BEN)

Ownership Codes: please check the appropriate ownership code

□ A - Professional Association  □ T - Texas Corporation  □ *If IT, L, A or C is checked, enter the Texas Charter Number (Texas SSS Filing Number):

□ C - Professional Corporation  □ L - Texas Limited Partnership

□ F - Financial Institution  □ R - Foreign Business (outside to US)  □ U - State Agency/University  □ O - Out of State

□ G - Governmental Entity  □ N - Other (provide brief description):

The University of Texas remits payments in accordance with the Texas Government Code, Chapter 2251, Texas Prompt Payment Act (PPA), which states that goods or services must be paid within 30 days of the receipt of the goods or services or the receipt of the invoice, whichever is later. Warning: Failure to provide the correct name and number combination may result in payment being subject to 31% backup withholding. (See instructions for Exception Payee/FATCA Reporting Codes)

Enter Exempt Payee Code (if any): Enter Exemption from FATCA Reporting code, (if any):

PART II. ADDRESSES and CERTIFICATION

Order Address

Individual Tax or Business Legal Name:

Address Line 1:

Address Line 2:

City/Town/Locality:

State/Territory/Province:

Country:

Zip Code:

Phone:

Fax:

E-Mail:

Remittance Address: □ Check if same as the Order Address

Individual Tax or Business Legal Name:

Address Line 1:

Address Line 2:

City/Town/Locality:

State/Territory/Province:

Country:

Zip Code:

Phone:

Fax:

E-Mail:

Under penalties of perjury, I certify that the information provided, to the best of my knowledge, true, correct and complete.

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me). 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividend; or (c) the IRS has notified me that I am no longer subject to backup withholding. 3. I am a U.S. citizen or other U.S. person (defined above) and 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification Instructions: You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding. (See instructions for details)

Authorized Signature: Date:

For Institutional Use Only  Vendor ID:  Creator:  Date:
# Direct Deposit Authorization Form

**Notification:** Request must allow for sufficient time for processing and may not be effective for the next check run. Late requests may result in a check being issued or Direct Deposit to an established account. We strongly suggest leaving your old account open until the deposit into your new account has occurred.

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<th>A. Action Type (Select only one Action Type)</th>
<th>B. Financial Institution Information (Completion by financial institution is recommended)</th>
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<tr>
<td>□ New Direct Deposit Setup</td>
<td>Account Type: □ Checking □ Savings</td>
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<td>□ Change Current Direct Deposit: Change Account or Financial Institution</td>
<td>Financial Institution Name:</td>
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<td>□ Cancel Direct Deposit</td>
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## C. Financial Representative (Optional)

Financial Representative Name: ___________________________ Title: ___________________________

Phone Number: ___________________________ Ext. ___________________________ E-Mail: ___________________________

Financial Representative Signature: ___________________________ Date: ___________________________

## D. International Payment Verification (Required)

The National Automated Clearing House Association (NACHA) adopted specific rules regarding International ACH Transactions (IAT). NACHA requires entities originating ACH (Direct Deposit) payments to comply with IAT rules and federal law. To comply, payees are required to identify the intended final destination of payments issued through the ACH network.

Will payment(s) be forwarded to a financial institution outside the United States? □ YES □ NO

If Yes, Please specify the name of the country where payment(s) will be forwarded:

## E. Direct Deposit Authorization Agreement (Required)

**Authorization Agreement:** I hereby authorize the University of Texas to deposit my payments directly to the account listed above (Section B) by way of Direct Deposit (Automated Clearing House (ACH) credit). This authority will remain in force until I have given advanced written notice, or deposit service has been discontinued by the discretion of the University of Texas. I understand that I must provide advance notice to allow reasonable time for my instructions to be executed. I understand that it is my sole responsibility to verify with my financial institution the receipt of my direct deposit funds. I agree to notify the University of Texas within three (3) business days if the deposit has not been made and/or receipt of an incorrect deposit amount. Furthermore, if an incorrect deposit should be made into my account, I authorize my financial institution and the University of Texas to make appropriate adjustment(s) from my account.

Authorized Signature: ___________________________ Date: ___________________________

Printed Name: ___________________________ Date: ___________________________

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Optional: A copy of a voided check or Printed Bank Account Information Page for Checking or Account Card Copy for Savings Direct Deposit may be attached below.

*Please send the completed form to The University of Texas at San Antonio, Disbursements & Travel Services, One UTSA Circle, San Antonio, Texas 78249, Fax: (210)458-4829, E-Mail: disbursement.travel@utsa.edu (SIF Version Date: 4/2014) - Page 2 of 2*
Texas Sales and Use Tax Exemption Certification
This certificate does not require a number to be valid.

Name of purchaser, firm or agency
The University of Texas at San Antonio

Address (Street & number, P.O. Box or Route number) One UTSA Circle

City, State, ZIP code San Antonio, TX 78249

Phone (Area code and number) 458-6559

I, the purchaser named above, claim an exemption from payment of sales and use taxes (for the purchase of taxable items described below or on the attached order or invoice) from:

Seller: ____________________________

Street address: ____________________________ City, State, ZIP code: ____________________________

Description of items to be purchased or on the attached order or invoice:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Purchaser claims this exemption for the following reason:

Employer ID Number (EIN)/ Federal Tax Identification Number (TIN): 741717115

Texas Tax ID: 3-74374-3743-9

I understand that I will be liable for payment of all state and local sales or use taxes which may become due for failure to comply with the provisions of the Tax Code and/or all applicable law.

I understand that it is a criminal offense to give an exemption certificate to the seller for taxable items that I know, at the time of purchase, will be used in a manner other than that expressed in this certificate, and depending on the amount of tax evaded, the offense may range from a Class C misdemeanor to a felony of the second degree.

Purchaser Title Date

NOTE: This certificate cannot be issued for the purchase, lease, or rental of a motor vehicle.

THIS CERTIFICATE DOES NOT REQUIRE A NUMBER TO BE VALID.

Sales and Use Tax "Exemption Numbers" or "Tax Exempt" Numbers do not exist.

This certificate should be furnished to the supplier. Do not send the completed certificate to the Comptroller of Public Accounts.
### Oral Presentation

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<td><strong>Distinctive Competence</strong></td>
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<td>The company provides something unique/novel/special that gives it a competitive advantage in its market</td>
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<td><strong>Financial Understanding</strong></td>
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<td>The team has a solid understanding of the financial requirements of the business</td>
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<td><strong>Investment Potential</strong></td>
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<td>The business represents a real investment</td>
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<td><strong>Management Identified</strong></td>
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<td>The team has identified a qualified team to handle the associated risks</td>
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<td>The team presented in a logical, persuasive manner and answered questions well</td>
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<td>Strengths of the presentation:</td>
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### Technology

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<td>There are clear and evident unmet customer/client/industry needs which have been identified</td>
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<td><strong>Performance specifications</strong></td>
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<td>The team has identified minimum features that the product must demonstrate to satisfy customer needs</td>
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<td><strong>Technology demonstrator</strong></td>
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<td>The team has produced a physical/virtual prototype which will serve as a proof-of-principle for the final product</td>
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<td>The team had devised a sequence of experiments designed to demonstrate that the prototype complies with the specifications</td>
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<td><strong>Technical data to support claims (test report)</strong></td>
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<td>The results from the test plan back up the technical claims made by the company in its marketing material</td>
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<td><strong>Overall assessment of Technology Plan</strong></td>
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<td>The team presented a clear, precise and well-structured technology plan</td>
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### Business Plan

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<td><strong>Executive Summary</strong></td>
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<td>Clear, exciting and effective as a stand-alone overview of the plan</td>
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<td>Description, features, benefits, pricing, current stage of development, propriety position</td>
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<td>Description of market, competitive analysis, needs identification, unique capabilities, sales, promotion</td>
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<td>Clarity of proposal, investment potential</td>
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<td>Easy to read and understand, consistent with plan and effective</td>
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<td><strong>Overall Assessment of written plan</strong></td>
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<td>Is the plan clear and compelling?</td>
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Total Points: _____