Missouri Technology Corporation

Physical Infrastructure Grant Program

Proposal Guidelines

FY 2026

Key Dates:

Application Period Opens – Wednesday, April 15, 2026

Final Submission Deadline – Friday, May 22, 2026 (5:00 PM CDT)

Presentation to Investment Committee – Early July 2026

Approval by MTC Board of Directors – Late July 2026

Grant Period Start Date – September 1, 2026

1. Introduction and General Information

1.1 About the Missouri Technology Corporation

The Missouri Technology Corporation ("MTC") is a public-private partnership created by the Missouri General Assembly to promote entrepreneurship and foster the growth of new and emerging high-tech companies. MTC is governed by a 15-member board of directors, which is appointed by Missouri's Governor, Speaker of the Missouri House, and President Pro Tem of the Missouri Senate. The President of the University of Missouri System and the Director of the Department of Economic Development are *ex officio* members of the board.

1.2 Submission of Proposals

Proposals must be submitted no later than **5:00 p.m. CDT on Friday, May 22, 2026,** to be considered. Late proposals will not be accepted. It is the responsibility of the applicant to ensure that MTC receives all required materials by the deadline. Final Grant Applications must be submitted through the MTC Grants Portal using the designated application form, along with all necessary supporting documents. Submissions that do not include all aspects of the proposal requirements as outlined in Section 3 may not be considered for funding at MTC's discretion.

Direct Link to MTC Grants Portal: https://missouritechnology.grantplatform.com

2. Program Description

2.1 Program Overview

In February of 2022, MTC released a report from TEConomy Partners, LLC ("TEConomy") entitled Catalyzing Innovation: Strategies for Missouri to Drive Innovation and Entrepreneurship (the "Catalyzing Innovation Report"). The report was informed by a robust, six-month planning process with guidance from a 16-member, statewide steering committee and from over 500 individuals across the state.

Based on a data-driven analysis of the insights collected, TEConomy identified five bold and compelling strategies and 16 action items to catalyze the state's innovation and entrepreneurship ecosystems to drive economic development over the next decade.

These strategies are:

- **Strategy One: Fund** – Deploy greater levels of investment capital to help meet the demands of the growing entrepreneurial base.
- **Strategy Two: Grow and Scale** – Increase access to quality entrepreneurial support services throughout Missouri to ensure companies are able to grow and scale.

- **Strategy Three: Launch and Cultivate** – Take advantage of Missouri's research strengths by converting the intellectual assets into market opportunities.

- **Strategy Four: Inspire** – Encourage more Missourians to participate in innovation and entrepreneurship.

- **Strategy Five: Connect** – Overcome physical and cultural barriers to better connect Missouri's communities with each other and with the world.

Since September 2022, MTC has released an annual Implementation Plan (the "Implementation Plan") that outlines how MTC will either lead or support in the implementation of the strategies and actions recommended by TEConomy. MTC's Implementation Plan is informed by the resources currently available to the organization, its capacity, and the alignment of action items to its mission.

To help entrepreneurs access affordable physical workspaces, MTC initiated a pilot **Physical Infrastructure Grant Program** in the Spring of 2023. Following the success of the pilot program, MTC launched the full Physical Infrastructure Grant Program in 2024.

MTC historically has offered three core grant programs: MOBEC, Physical Infrastructure, and Regional Node. Each of these programs were designed to enhance and foster the entrepreneurial ecosystem in Missouri. Through the MOBEC Grant Program, MTC makes strategic investments that expand the support system for entrepreneurs that are commercializing new technologies or that enhance the capacity of Missouri to grow its innovation economy. The Physical Infrastructure Grant Program was designed to ensure entrepreneurs throughout the state have access to the physical infrastructure and resources required to launch and grow their businesses. The Regional Node Grant Program was designed to fund regions seeking to coalesce their assets in support of innovation and entrepreneurship through coordinated partnerships among entrepreneurial service organizations within the node. Due to funding constraints, the Regional Node Grant Programs is still paused for FY26.

2.2 Goals and Objectives

The Physical Infrastructure Grant Program seeks to ensure entrepreneurs throughout the state have access to the physical infrastructure and resources required to launch and grow their businesses. It was developed following recommendations from the Catalyzing Innovation Report and is designed to replace and expand the MTC's previous programmatic support of physical infrastructures in the state in a competitive manner. More specifically, the objective of the Physical Infrastructure Grant Program is to provide state funding to support the following physical infrastructure needs within the state:

- flexible and below-market-rate commercial office space, including co-working spaces, private offices, meeting rooms, and access to high-speed internet, in regions where entrepreneurs lack access to these resources;

- specialized or sector-specific services, facilities, and other infrastructure, including but not limited to wet lab space or greenhouses to be used by the states emerging biotech and agtech companies, that would otherwise be unavailable in an area/region; and

- infrastructure that is broadly recognized as a center for entrepreneurship for the community/region, helping elevate the role of innovation and entrepreneurship in the economy.

2.3 Eligibility

The Applicant Organization must either be:

- A public or private **non-profit** Missouri research institution, including institutions of higher education; or

- A **non-profit** entrepreneurial support or related organization.

2.4 Applicant Requirements

2.4.1 Ownership or Management of Physical Infrastructure

All Applicant Organizations must either **own or actively manage** the physical infrastructure that is the subject of the Physical Infrastructure Grant Program. If the Applicant Organization does not directly (i.e., not through an affiliate) own the physical infrastructure, the Applicant Organization must identify the legal owner and the relationship, if any, of the legal owner to the Applicant Organization.

Applicant Organizations that actively manage more than one location that provides physical infrastructure aligned with the Goals and Objectives set forth above may submit separate applications for each location. Applicant Organizations that manage a single location are only eligible to submit one application for funding consideration.

2.4.2 Required Certifications

Applicant Organizations awarded grant funding will be required to submit the following corporate governance documents prior to the execution of the grant agreement:

- A State of Missouri Certificate of Good Standing for the Applicant Organization;

- A Certificate of Authority for the Applicant Organization to conduct business in the State of Missouri (applicable for non-Missouri corporate entities); and

- A current Missouri Tax Clearance Certification.

Each of the certifications identified above must be dated within 60 days of the effective date of the grant agreement.

2.5 Intended Use of Funds

Applicant Organizations should submit proposals that align with the Catalyzing Innovation Report, which includes funding for the following eligible expenditures:

- operating expenses, including but not limited to rent and utilities, professional services, and management and administrative salaries that are directly related to the operation of the physical infrastructure (i.e. not related to programmatic expenses);
- renovation of space, tenant improvements, or enhanced amenities (high-speed internet, upgrading shared-use technologies, etc.); and
- the purchase or repair of shared-use equipment or resources.

Applicant Organizations should be currently operating a physical infrastructure for entrepreneurs. In limited cases where there is no access to physical infrastructure for entrepreneurs, MTC would consider funding new physical infrastructure projects.

The Physical Infrastructure Grant Program is not intended to provide direct financial support for the Applicant Organization's programmatic activities. Applicant Organizations interested in seeking funding to support programmatic activities designed to catalyze innovation and entrepreneurship are encouraged to submit proposals for MTC's MOBEC Grant Program.

2.6 Term of the Program

Grant proposals can be requested with respect to one-, two-, or three-year operational plans. The grant period commences on September 1, 2026. Accordingly, a one-year grant will terminate on August 31, 2027. A two-year grant will terminate on August 31, 2028. A three-year grant will terminate on August 31, 2029.

Applications must explicitly include the timing for the expenditure of the grant funds. However, MTC will consider, on a case-by-case basis, no-cost extensions requested by Applicant Organizations.

2.7 Budget Restrictions

2.7.1 Funding Limits

The request for financial support should closely align with the plan outlined in the application submitted to MTC and should accurately represent the organization's specific funding requirements. **Physical Infrastructure Grant funding will be limited to the lesser of (a) $200,000 or (b) 25% of the Applicant Organization's average annual operating expenses for the physical infrastructure (as calculated below) per year of funding request**.

Average operational expenses for the physical infrastructure are calculated as the mean of the physical infrastructure operating expenses from the two most recent calendar years (CY) and the projected operating expenses for the funding year.

> Subsequently, funding for a 1-year grant is limited to the lesser of a) $200,000 or (b) 25% of the mean of the Applicant Organization's actual annual operation expenses for CY24 and CY25 and projections for CY26.
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> Subsequently, funding for a 2-year grant is limited to the lesser of (a) $400,000 or (b) 25% of the mean of the Applicant Organization's actual annual operation expenses for CY24 and CY25 and projections for CY26 plus 25% of the mean of the Applicant Organization's actual annual operation expenses for CY25 and projections for CY26 and CY27.
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> Subsequently, funding for a 3-year grant is limited to the lesser of (a) $600,000 or (b) 25% of the mean of the Applicant Organization's actual annual operation expenses for CY24 and CY25 and projections for CY26, plus 25% of the mean of the Applicant Organization's actual annual operation expenses for CY25 and projections for CY26 and CY27, plus 25% of the Applicant Organization's mean projections for annual operation expenses for CY26, CY27, and CY28.

Please note, **Operating expenses should be limited to the operating expenses for the physical infrastructure seeking funding and not the entire organization that manages or owns the physical infrastructure.** Any programmatic expenses, salaries for employees or contractors unrelated to the operation of the physical infrastructure, or other expenses not directly for the operation of the physical infrastructure should be omitted from the operating expenses that are being presented.

2.7.2 Personnel and Administrative Costs

MTC will prioritize proposals that limit the use of MTC grant funds to no more than 50% of any individual's salary on the project.

When noting administrative funds in the proposed budget, indirect costs are not allowed for reimbursement from MTC funds. However, Applicant Organizations may include in the proposed budget a grant management fee; provided that such fee may not exceed 5% of the aggregate amount of grant funds provided by MTC.

2.7.3 Cost Sharing/Match Requirement

Applicant Organizations must demonstrate an actual, conditional, or anticipated third-party cost-sharing commitment to match the requested MTC grant funding that equals at least the amount requested in the application.

Matching funds should be directly aligned with the proposal and used to further support the activities described in the application. This ensures that MTC's investment is leveraged by additional resources that contribute meaningfully to the proposed activities.

Applications may propose to satisfy a portion of the cost-sharing requirement through in-kind cost-support, but in-kind matching funds generally will be evaluated less favorably.

Waived indirect costs may be counted as in-kind matching contributions; provided that (a) no more than 15% of waived indirect costs will be considered by MTC as matching contributions; and (b) no waived indirect costs will be considered by MTC as matching contributions for any Applicant Organization that includes a grant management fee in the proposed budget.

3. Proposal Submission Requirements

3.1 General Proposal Requirements

(i) Each Applicant Organization must complete the online **Grant Application** which also includes uploading the **Grant Proposal File** (a digital PDF of the combined Cover Letter, Grant Proposal Narrative, Appendices, and Affirmation and Signature Page as indicated in Section 3.2), as well as **the required and any additional supporting documents** (as PDFs) by the submission deadline. Hard copy submissions or submissions received after the submission deadline will not be considered. A link to the Grant Application can be found at www.missouritechnology.com.

(ii) All proposals must include the subject matter outlined below in Section 3.2.

(iii) Any information included in the Grant Proposal File that a respondent wishes to request to be treated as confidential during the evaluation process should be clearly marked as confidential. All proposals submitted will become public records once the awarding process is completed.

3.2 Proposal Form and Content

3.2.1 Cover Letter

The cover letter should include the name and contact information for the Applicant Organization, the amount of funding and the number of years of operating support being requested, a brief overview of the Applicant Organization, and a summary of the impact and associated outcomes of the grant. The cover letter may not exceed one page in length and should be included in the Grant Proposal File but is not included in the 15-page Grant Proposal Narrative limit.

3.2.2 Grant Proposal Narrative

Each Grant Proposal Narrative should include sections that clearly and concisely address the topics below and should not exceed fifteen (15) pages in length. *Topics should appear* *in the order below and each section should be clearly labelled with the corresponding title in bold below*.

(i) **Abstract** – A short summary or overview of the entire Grant Proposal Narrative.

(ii) **Applicant Organization** – An overview of the Applicant Organization including a summary of the Applicant Organization's leadership team, historical successes, and historical economic development impact.

(iii) **Role** – An overview of the Applicant Organization's responsibilities as the owner or operator of the physical infrastructure.

(iv) **Physical Infrastructure** – An overview of the physical infrastructure the funding will support, including historic and current client companies.

(v) **Problem Statement** – A clear identification of the entrepreneurial infrastructure needs of the region/sector.

(vi) **Solution** – An overview of how the funding, if awarded, will allow the physical infrastructure to address the problem statement.

(vii) **Goals and Objectives Alignment** – An explanation of how the Applicant Organization and physical infrastructure aligns with the Goals and Objectives of the Physical Infrastructure Grant Program as well as alignment with the recommendations included in the Catalyzing Innovation Report

(viii) **Critical Milestones** – Enumerate and describe the specific milestones that the Applicant Organization seeks to achieve using the MTC grant and matching funds. Vague or generalized milestones are not acceptable responses.

(ix) **Program Budget Narrative** – A brief narrative that describes the specific use of funds, and the source and status of matching funds. The Program Budget Narrative must also state how matching funds will be used to support the proposed activities.

(x) **Future Finance Strategy** – A description of the Applicant Organization's funding to sustain the operations after the MTC grant and matching funds are exhausted.

3.2.3 Program Budget

Complete a proposed budget using the **Physical Infrastructure Budget Form** that is available on the MTC website at www.missouritechnology.com.

The budget should include the source and status of all matching funds and provide an itemized summary/overview of the planned expenses for each budget category. Note, that a brief narrative describing the specific use of funds, as well as the source and status of the matching funds, must be included in the Grant Proposal Narrative (see Section 3.2.2.ix).

MTC will not award more than $200,000 for any grant with a one-year implementation plan, more than $400,000 for any grant with a two-year implementation plan, and more than $600,000 for any grant. For further details on budget restrictions, please refer to Section 2.7 Budget Restrictions above.

The Program Budget Form should be included in the Grant Proposal File as **Appendix 1** to the Grant Proposal Narrative and is not included in the 15-page Grant Proposal Narrative limit.

Applicant Organizations **must use the Physical Infrastructure Budget Form** and are advised against altering the budget form or adjusting page settings when converting it to a PDF.

3.2.4 Summary of Projected Economic Impact

Summarize the projected economic impact for the physical infrastructure to be funded using the **Physical Infrastructure Summary of Projected Economic Impact Form** that is available on the MTC website at www.missouritechnology.com. The form requires a detailed description of the assumptions and methodology used to project the economic impact.

The Physical Infrastructure Summary of Projected Economic Impact Form should be included in the Grant Proposal File as **Appendix 2** to the Grant Proposal Narrative and is not subject to the 15-page Grant Proposal Narrative limit.

Applicant Organizations must use the Physical Infrastructure Summary of Projected Economic Impact Form provided.

3.2.5 Baseline Annual Reporting

The Physical Infrastructure Baseline Annual Reporting Form is available on the MTC website at www.missouritechnology.com on the webpage of the relevant Grant Program.

The Physical Infrastructure Baseline Annual Reporting Form should be included in the Grant Proposal File as **Appendix 3** to the Grant Proposal Narrative and is not subject to the 15-page Grant Proposal Narrative limit.

3.2.6 Affirmation and Signature Page

The Grant Affirmation and Signature Page Form is available on the MTC website at www.missouritechnology.com.

The Grant Affirmation and Signature Page should be included in the Grant Proposal File as **Appendix 4** and is not included in the 15-page Grant Proposal Narrative limit.

3.2.7 Required Supporting Documents

3.2.7.1 Governance and Organization Supporting Documents

Attach copies of the following for the Applicant Organization as individual PDF files

- Business/Operating/Strategic Plan for the Applicant Organization (10 page limit)
- Articles of incorporation
- Organizational chart
- List of officers, directors, and management team
- List of advisory board members
- List of organizations of any corporate type that own in whole or in part the Applicant Organization
- List of organizations of any corporate type that the Applicant Organization owns in whole or in part

3.2.7.2 Financial Related Supporting Documents

- Attach financial statements for the three most recently completed fiscal years of the Applicant Organization. The financial statements should be combined into a single PDF file.
- Attach a single PDF file of the most recent balance statement of the Applicant Organization at the time this application is submitted.
- Attach a single PDF file of the most recent profit & loss statement for the Applicant Organization at the time this application is submitted.
- Attach a single PDF file of pro forma financial projections for the Applicant Organization for at least a three (3) year period.

Note, Applicant Organizations that are applying as a private or public university, or as part of a larger organization, are required to submit the requested financial documents, including pro forma*,* **for the program seeking funding**. Without the financials for the program seeking financial support, the proposal cannot achieve a maximum score in the Budget and Sustainability scoring categories.

Example 1. An Innovation Center or an entrepreneur support organization directly associated with a university should submit the requested financial documents for the Innovation Center or entrepreneurial support organization and **not** for the university.

Example 2. An entrepreneurial support organization that is part of a larger national entrepreneurial support organization should submit the requested financial documents for the programs in Missouri and **not** for the national organization.

3.2.8 Additional Supporting Documents

The Applicant Organization is encouraged to upload additional supporting documents, including, but not limited to, letters of support for collaborators or commitment letters from the source of any matching funds. Please combine supporting documents into a single PDF file or, if necessary, into no more than three (3) separate PDF files.

3.2.9 File Formatting for Proposal Submission Uploads

(i) **Grant Proposal File** (PDF file): The documents described in Sections 3.2.1 through 3.2.6 collectively make up the **Grant Proposal File**. The documents from Sections 3.2.1 through 3.2.6 should be combined, in the order below, into a **single** PDF file and named with the following convention: **ApplicantOrgName_GrantProposalFile** i.e., MTC_GrantProposalFile.

1. Cover Letter
2. Grant Proposal Narrative (*15-page limit*)
3. 2026 Physical Infrastructure Budget Form
4. 2026 Physical Infrastructure Summary of Projected Economic Impact Form
5. Physical Infrastructure Baseline Annual Reporting Form
6. Affirmation and Signature Page

(ii) **Supporting Documents:** The required supporting documents described in Section 3.2.7 should be uploaded as PDF files as indicated in Section 3.2.7. Additional Supporting Documents described in Section 3.2.8 can be combined into one, but not more than three, PDF files for uploading. All supporting documents should be named according to the following naming convention: OrgName_documenttitle i.e., MTC_articlesofincorporation.

4. Evaluation Criteria

Proposals submitted by eligible Applicant Organizations will be evaluated based upon the five criteria outlined below:

- **Alignment with Goals and Objectives:** Grant proposals should include a clear articulation of the application's alignment with the Physical Infrastructure Grant Program goals and objectives and at least one of the five strategies included in the Catalyzing Innovation Report. The assigned score will reflect the strength of the alignment to the Physical Infrastructure Grant Program goals and objectives, as well as the Catalyzing Innovation Report, specifically the strategies prioritized in the MTC Strategic Implementation Plan FY 2026.

- **Applicant Proposal Strength and Feasibility:** Proposals will be assessed on the relative strength of the Applicant Organization's proposal including support for physical infrastructure that provides specialized services, facilities, or other infrastructure that would otherwise be unavailable in an area. The assigned score will reflect the proposal's feasibility and clarity, including the underlying logical and factual support.

- **Applicant Experience and Role:** Proposals will be assessed based on the Applicant Organization's experience, historic success/achievements, and role in managing the Physical Infrastructure. The strength of the management team, advisors, and collaborators committed to the organization's success will be considered when assigning a score. The assigned score will reflect the Applicant Organization's active role in operating the physical infrastructure and its ability to achieve the proposed outcomes.

- **Economic Impact:** Proposals will be assessed on the relative strength of the physical infrastructure's projected economic impact in Missouri, including the development of high-growth potential, traded sector, and venture-backed companies, strengthening one or more of MTC's targeted high-tech clusters, and creating high-paying private-sector jobs. The assigned score will reflect the potential for economic impact relative to the region in which it is located, the likelihood of the Applicant Organization achieving the projected economic impact within the context of the submitted proposal, and the feasibility of the underlying methodology used to project the economic impact.

- **Budget:** Proposals will be assessed on the relative strength of the Applicant Organization's budgetary plan. The assigned score will reflect the nature of the matching funds (secured, committed, cash vs. in kind), how the funds will be utilized, the appropriateness of the budget in relation to the proposed activities and the feasibility of the budget. Matching funds are assessed by MTC based on their capacity to be independently verified in their support for the project or organization. The competitiveness of matching sources is typically evaluated on the following scale:

    - Highly competitive: This refers to funds that are secured from local, regional, or federal partners/organizations specifically for the program.

    - Competitive: This category includes cash on hand, programmatic revenue, and non-programmatic revenue.

    - Least competitive: This refers to in-kind funds received from either a first or third-party source.

- **Sustainability:** Proposals will be evaluated based on the strength of the Applicant Organization's plan to sustain its mission and goals, as well as the role of the physical infrastructure in supporting these objectives. The assigned score will reflect the viability of the plans to maintain the physical infrastructure in the future when MTC funds have been exhausted, including the underlying logical and factual support for the sustainability plan.

5. Reporting

If funding is awarded through the Physical Infrastructure Grant Program, the following Periodic

Reports will be required during the grant term: (a) a six-month report covering the period from September 1 to February 28, due by March 31, and (b) a six-month report covering the period from March 1 to August 31, due by September 30. Periodic Report forms for these reports will be provided once the grant is awarded.

Additionally, Annual Reports covering annual economic development and impact will be required once a year beginning in the spring of 2027 (CY2026 Annual Report) and required for five years after the grant period ends.

6. Additional Notes

To submit an online application, the Applicant Organization must have or create an account on the MTC Grants Portal. Instructions for creating an account can be found at www.missouritechnology.com.

Questions related to the Physical Infrastructure Grant Program, including eligibility or online application issues, should be directed to MTC Grants Program (grants@missouritechnology.com).

Awards authorized by MTC are contingent upon the Applicant Organization entering into a binding contractual agreement with MTC. The binding contract will require that MTC be given appropriate oversight of its award.