

NYS MEP Supply Chain Grant Program Reference Document

In the following pages you can review screen shots of the grant application to help you prepare for filling out an application. This will allow you to read through the program guidelines, eligibility info, and review the application questions. We highly recommend that you reach out to your regional MEP if you are going to apply to discuss your potential project: <https://www.nist.gov/mep/centers/new-york-manufacturing-extension-partnership-ny-mep>



**New York State MEP
Supply Chain Grant**

 **NEW YORK**
Manufacturing
Extension Partnership

Supply Chain Grant Application

COVID19 tested manufacturing supply chains to their breaking point this past year. Exposing weaknesses such as, increased costs, delivery delays, over reliance on overseas and single source suppliers. OEM's are beginning to rethink their supply chain strategies, considering reshoring, exploring new domestic suppliers, assessing their supply chain risks, and broadening their supply chains.

This grant was created to fund select projects that help New York State Manufacturers address impacts to their business due to COVID19 that were caused by supply chain disruptions. This has presented an opportunity for New York State manufacturers to take steps to optimize their supply chain, explore new markets and products, identify new customers, and implement processes to become more competitive.

Applications will be accepted and reviewed on a rolling basis while funds remain available, starting February 19th, 2021. Applicants will be contacted within 20 days of submission.

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Continue to Guidelines

Program Guidelines / Eligibility Criteria

- ◆ This grant is for NYS manufacturers only with proposed projects benefiting NYS operations. Manufacture must have a registered DUNS number and a NAICS (North American Industry Classification System) code (primary, secondary, or tertiary) starting with 31, 32, 33, 423510, 488991, 541330, 541380, 541711, 541712, 561910, or 811310.
- ◆ Applicants must complete or have completed our Supply Chain Survey: <https://go.ceg.org/SupplyChain> prior to any award
- ◆ Applicants must have completed or will complete a supply chain assessment as a part of their project. This assessment does not incur any additional project costs to the manufacturer.
- ◆ Upon rollout, maximum grant amount is \$10,000 and requires a cash match of 16.67% (see below for more info).
- ◆ Grant may be used to cover the costs of consultants, engineering assistance, testing, implementation services (i.e. consulting or services related to the installation of equipment or software), training, and project related materials.
- ◆ Grant cannot be used for overhead or administrative costs, equipment or software purchases, or for indirect costs.
- ◆ Proposed Projects must be well-defined: your organization must be prepared to start the project immediately and complete within 6 months.
- ◆ All awarded projects must be completed by September 1, 2021.
- ◆ Your project must have the support of your companies leadership and the commitment and resources to execute on the project.
- ◆ If awarded the grant you are required to pay for at least 1/6 (16.67%) of the



- ◆ If awarded the grant you are required to pay for at least 1/6 (16.67%) of the total project cost: - If you are showing a project of \$12,000, you can request \$10,000 grant, as long as you pay no less than \$2,000 (or 16.67%) toward the cost of the project. - If your total project is \$8,000, you will be required to pay \$1,334 (or 16.67%) of the total project and can request this grant to cover the balance. - If your total project cost is over \$12,000, the maximum grant amount is capped at \$10,000.
- ◆ If awarded a grant you must be committed and have the funds to pay for the balance of the project cost not covered by the grant. Note that your company maybe selected for a grant amount less than the grant amount you requested.
- ◆ If awarded a grant you must commit to completing post-project surveys, for up to 3 times, reporting economic impact to your company as a result of the grant, and be willing to potentially complete a success story (without sharing IP).
- ◆ Grant funds will be distributed via your local NY MEP Center. If awarded you will be connected with your local center.

If you have questions please email us at contracts@ceg.org.



Continue



Preparing for Submission

In order for you to be able to return to this application at a later time/date to complete, the Center for Economic Growth must send you a unique login for this application.

If you already requested the application from us through <https://www.ceg.org/SupplyChainGrant>, you already were sent that email.

If you entered this application without receiving that unique URL, you will not be able to exit and return to this application. Go to <https://www.ceg.org/SupplyChainGrant> to request your unique URL.

Please keep in mind, in order for a section or question to be saved, you must go to the next page or section. If you close a section before completing our answer, your information could be lost if you don't save it by going to the next section or question.

Start Application.



Company Information

Please provide the following information about your manufacturing company?

* = Required

Your_Email

Company Name

Street Address 1

Street Address 2

City

State

Zipcode

Website (if applicable)

Number of Employees (Full Time Equivalent)

What year was your company Established?



Primary Contact Information

Please include contact information of the PRIMARY contact for this grant application.

* = Required



 Get Feedback

Secondary Contact Information

Please include contact information of the SECONDARY contact for this grant application.

* = Required



Qualification and Commitment Questions

In the following section you'll be asked a series of qualification questions for your grant application. Note that if you haven't completed our NY MEP Supply Chain Survey or Conducted an Supply Chain Assessment, this DOES NOT disqualify you.

If you haven't filled out the survey yet, you can go to <https://go.ceg.org/SupplyChain>.

Continue

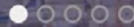


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Qualification and Commitment Questions

(Use arrows to move through questions)

Are you a New York State Manufacturer?



YES

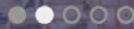
NO



Qualification and Commitment Questions

(Use arrows to move through questions)

Do your company fill out the NY MEP Supply Chain Survey?



YES

NO



Qualification and Commitment Questions

(Use arrows to move through questions)

Has your company completed a supply chain, reshoring, or gap analysis with your regional Manufacturing Extension Partnership Center?



YES

NO



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Qualification and Commitment Questions

(Use arrows to move through questions)

If awarded, is the company committed to fund the balance of the project costs not covered by the grant?

YES

NO



Qualification and Commitment Questions

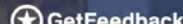
(Use arrows to move through questions)

If awarded, will you commit to completing post-project surveys to report economic impact to your company as a result of the grant?



YES

NO



Main Application

In this section you'll be asked a series of questions regarding your proposed project and impacts to that project on your business. For open responses, limit each response to no more than 1000 characters. Be brief and concise, but try and use the allotted characters in each response.

Continue



How was your supply chain disrupted during COVID19 in 2019? Click all that apply.

Longer incoming Lead Times

Longer Outgoing Lead Times

Delays in Shipping

Increased Shipping Costs

Reduced Available Inventory (Order Size Limits)

Unavailable Components & Supplies

Unavailable Raw Materials

Increased Components & Supply Costs

Increased Raw Material Costs

Vendor went out of business or lost a vendor

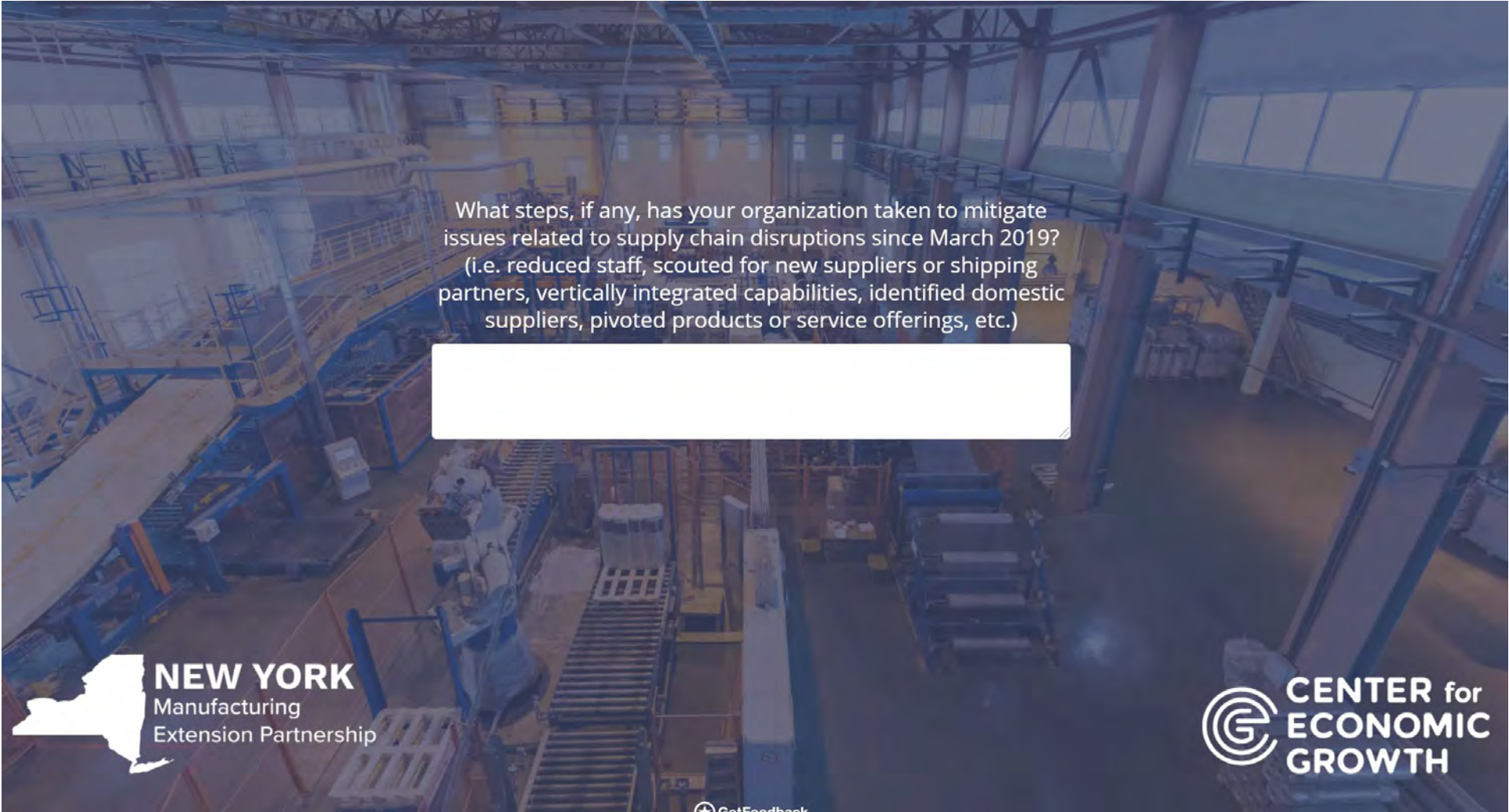
Customer reduced order quantities

Lost a Customer

Longer Inventory Turnover

Other



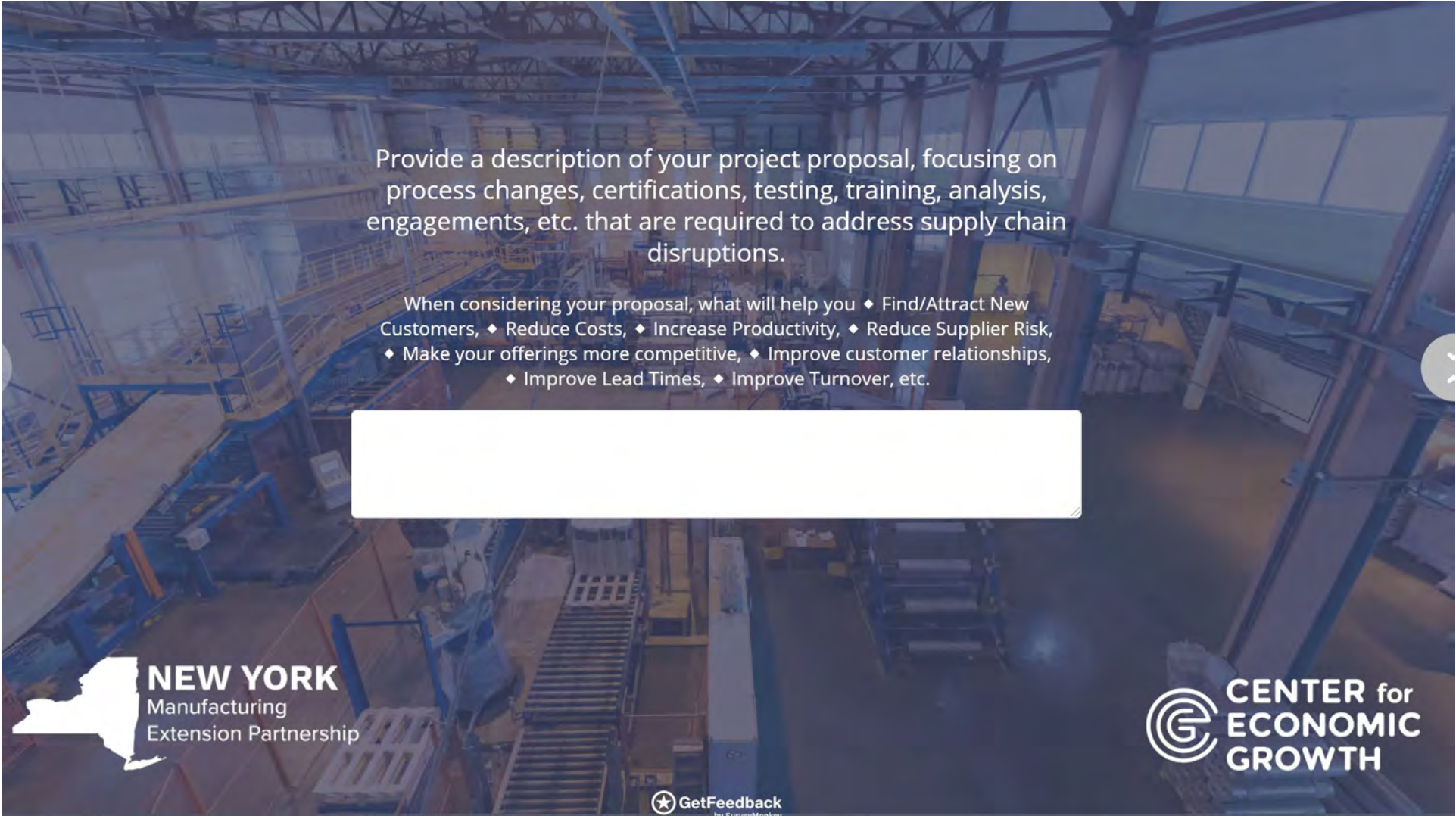


What steps, if any, has your organization taken to mitigate issues related to supply chain disruptions since March 2019? (i.e. reduced staff, scouted for new suppliers or shipping partners, vertically integrated capabilities, identified domestic suppliers, pivoted products or service offerings, etc.)



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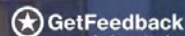
There is no character limit but please be concise but not too brief, aim for 500 to 1000 characters. Recommend you type your response in MS Word and past into the space provided



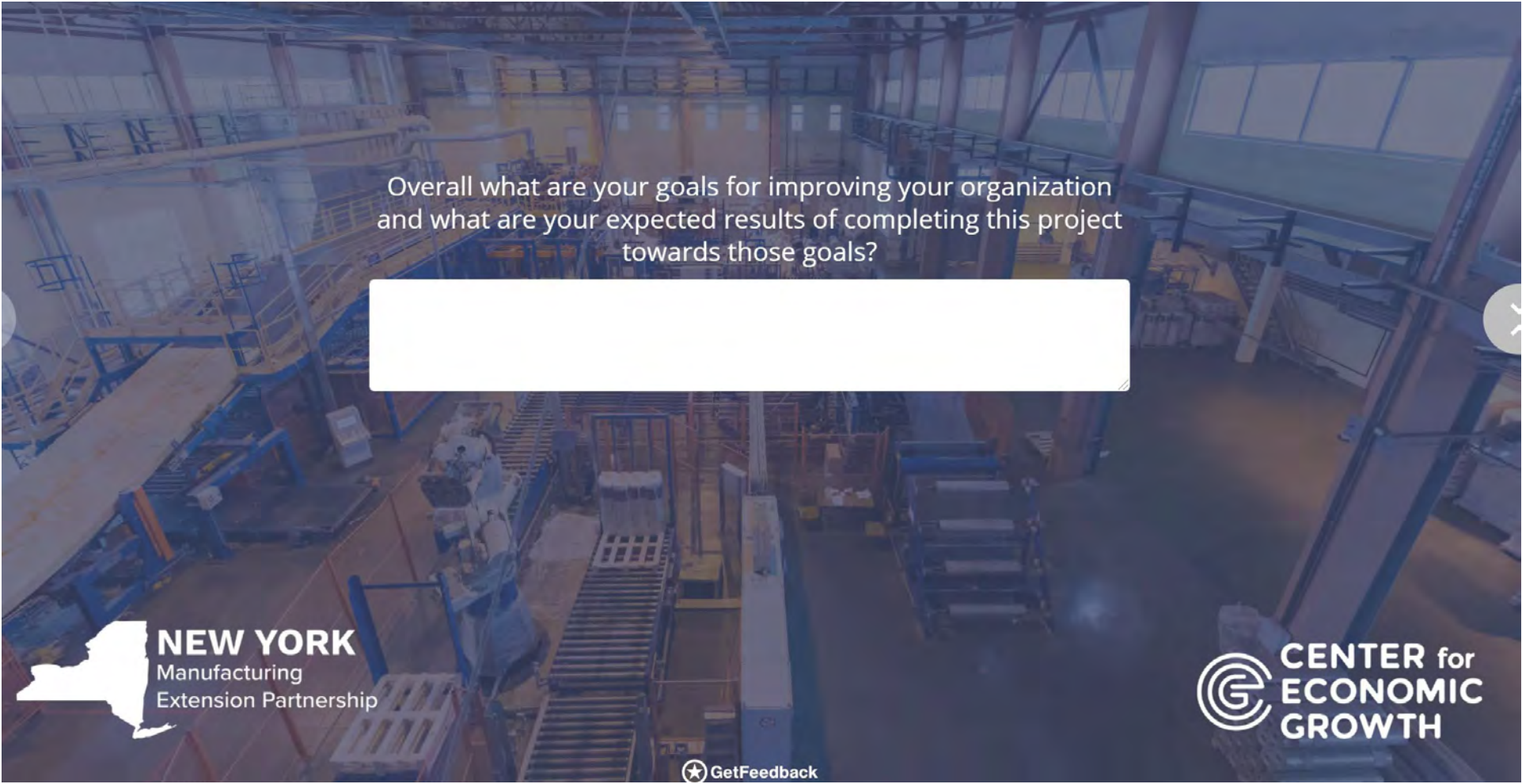
Provide a description of your project proposal, focusing on process changes, certifications, testing, training, analysis, engagements, etc. that are required to address supply chain disruptions.

When considering your proposal, what will help you

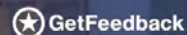
- ◆ Find/Attract New Customers,
- ◆ Reduce Costs,
- ◆ Increase Productivity,
- ◆ Reduce Supplier Risk,
- ◆ Make your offerings more competitive,
- ◆ Improve customer relationships,
- ◆ Improve Lead Times,
- ◆ Improve Turnover, etc.



There is no character limit but please be concise but not too brief, aim for 1000 to 1500 characters. Recommend you type your response in MS Word and past into the space provided



Overall what are your goals for improving your organization and what are your expected results of completing this project towards those goals?

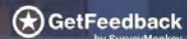


There is no character limit but please be concise but not too brief, aim for 500 to 1000 characters. Recommend you type your response in MS Word and past into the space provided

Funding Request & Use of Funds

In this section we'll collect information on funding amount requested as well as the use of funds.

Continue



What is the estimated total cost for your company to implement this project?

* - Required

Total Estimated Project Cost

|



Of the estimated total project cost, what is the amount of funding you are requesting from the NY MEP Supply Chain Grant? Remember, maximum awards are \$10,000 and you are required to pay for at least 16.67% of the total project cost.

* = Required



Please break down the use of funds if you were awarded the grant?

Suggest you breakdown the costs by category.



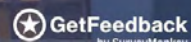
If your company is not granted funding from the NY MEP
Supply Chain Grant fund, will you still proceed with your
project?

YES

NO



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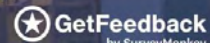


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Other Information

In this section we'll ask about project timeline and estimated economic impacts

Continue



Project Timeline

Keep in mind that project must be completed by 9/30/2021

* = Required

Est. Project Start Date

mm

dd

yyyy

Est. Project End Date

mm

dd

yyyy



Please provide the projects employment impact. Estimating the number of NYS Jobs created and/or retained in the first 2 years.

* = Required

Jobs Created - Year 1

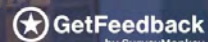
Jobs Retained - Year 1

Jobs Created - Year 2

Jobs Retained - Year 2



Discuss the impact this project will have on other company metrics such as sales, cost savings, new investments, competitiveness, etc.



Will this project promote the continuation or growth of your operations in New York State?

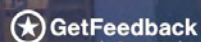
YES

NO



If you answered YES to previous question, please explain how this project will help ensure the continuation or growth of your operations in NYS.

SUBMIT



Thank you for your application information.

Your application will be reviewed and a decision on your award will be made in approximately 20 days. If you have any questions, please email us at contracts@ceg.org

