UW-Milwaukee Research Foundation
Guiding Innovation, Fostering Partnerships

Catalyst Grant Program | Abstract Instructions

Overview:

- This abstract is the initial project evaluation for the UWM Research Foundation.
- Selected investigators will be invited to submit a full proposal for external review.
- Investigators who have completed I-Corps with the submitted idea will automatically be invited to submit a full proposal.

Format:

- Maximum 3 pages, including all required sections.
- CVs are not required at this stage.

Submission:

- **Deadline:** January 26, 2026, at 5:00 PM.
- **Email abstracts to:** catalystgrant@uwmrf.org
- Name your file: *Catalyst Grant 2025_LAST NAME*.
- If you do not receive a confirmation email within one business day, contact **erin@uwmrf.org**.

Key Notes:

- No WORKDAY record/approval needed for the abstract stage.
- Full proposals will require a complete budget and WORKDAY approval.

Abstract Sections:

1. **MKE I-Corps Participation**
   - If you completed or are participating in the I-Corps site program with this idea, you will be automatically invited to submit a full proposal.
2. **Principal Investigator Information**
   - Include names, departments, and emails for PI and Co-PIs.
3. **Project Information**
   - Title
   - Type of Request: Select one.
     - Full Catalyst
     - Gap Fund

- o Amount Requested:
  - ▪ Full Catalyst: Up to $50,000
  - ▪ Gap Fund: $10,000–$25,000
- o Period of Support: 12 months, starting as early as August 1, 2026.

4. **Intellectual Property**
   - o Must have an active IP matter with UWMRF or an invention disclosure submitted before the pre-proposal deadline.
   - o Submit disclosures via [Inventor Portal – UWM Research Foundation](#)

5. **Recommended Reviewers**
   - o Provide 4+ external reviewers with:
     - ▪ Full name, email, institution, and website (if available).
   - o Reviewers should be nationally recognized in your field.
   - o Avoid conflicts of interest (e.g., family, collaborators in past 48 months).
   - o UWMRF may contact additional reviewers; you will be notified first.

Project Content:

- **Executive Summary**
  - o Layperson-friendly overview: problem, objectives, solution, significance.
- **Deliverables**
  - o Major milestones, technical goals, expected outputs (e.g., prototypes, proof of concept), future funding/commercialization plans.
  - o Use bullet points for clarity.
- **Return on Investment**
  - o Funding sources, commercialization opportunities, corporate sponsorships.
- **Commercialization**
  - o Market potential and steps toward licensing, partnerships, or startups.
- **Budget Justification**
  - o Summarize requested amounts and rationale (e.g., salaries, equipment, materials).

Optional:

- If the idea was used for NSF I-Corps, append your I-Corps proposal or presentation.
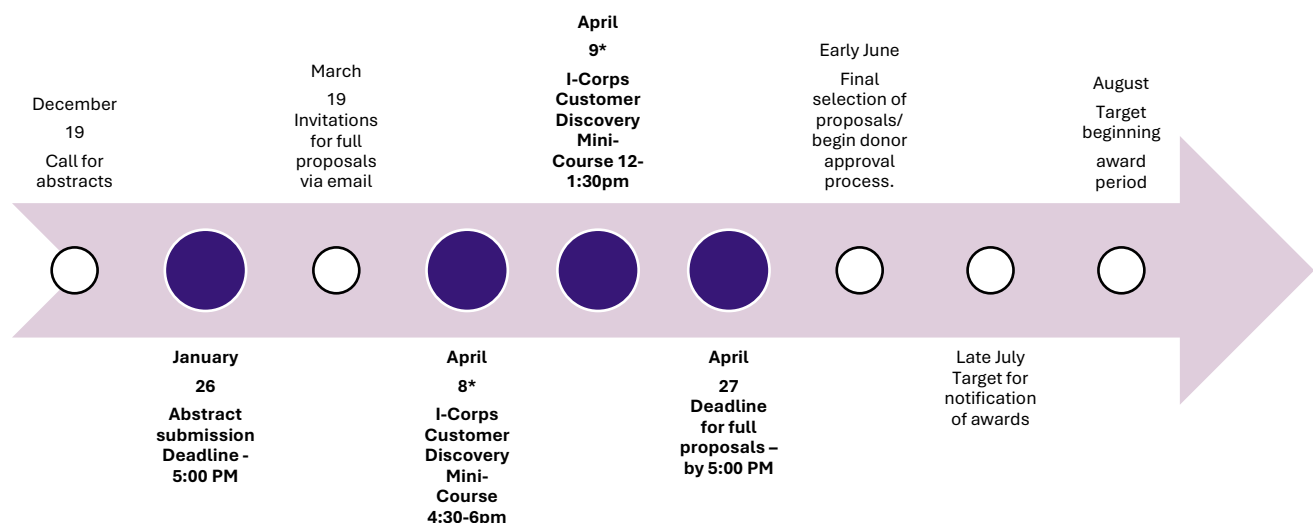
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Checklist before Submission

☐ File named correctly

☐ All required sections included

☐ IP disclosure submitted (**Inventor Portal – UWM Research Foundation**)

☐ Recommended reviewers provided

Tips for a Strong Abstract

- Start with a clear, layperson-friendly summary.
  - Who has the problem?
  - Convery the broad impact of the problem.
- Highlight significance and potential impact.
  - Get more specific about the problem you aim to solve.
- Use bullet points for milestones and deliverables.
- Avoid jargon—keep language simple and concise

December 19
Call for abstracts

March 19
Invitations for full proposals via email

April 9*
I-Corps Customer Discovery Mini-Course 12-1:30pm

Early June
Final selection of proposals/ begin donor approval process.

August
Target beginning award period

January 26
Abstract submission Deadline - 5:00 PM

April 8*
I-Corps Customer Discovery Mini-Course 4:30-6pm

April 27
Deadline for full proposals – by 5:00 PM

Late July
Target for notification of awards

If I-Corps has not been completed for the proposed topic, applicants must attend one of the two customer discovery mini-courses prior to submitting a full proposal.