E-Fund Application Instructions

General Program Information

● To be eligible to apply for the seed funding, students must be involved in or referred by one of the following organizations:
  ○ Dingman Center for Entrepreneurship
  ○ Academy for Innovation and Entrepreneurship
  ○ AgInnovation
  ○ Center for Social Value Creation (CSVC)
  ○ Center for Philanthropy and Non-Profit Leadership
  ○ Do Good Accelerator or Fellowship
  ○ Entrepreneurship & Innovation Program (EIP)
  ○ Hinman CEOs
  ○ Mtech
  ○ Southern Management Leadership
  ○ Startup Shell
  ○ QUEST

● If the applicant has not been involved in one of the above, they can still be eligible by attending at least one Dingman Fridays Advising session, which can be booked on the website here.

● Students may apply for a maximum of $1,000 in seed funding.

● Consequently, students may apply for one $1,000 E-Fund, or apply for multiple E-Funds over the course of their time at UMD, so long as the total amount in E-Fund awarded to each student/business entity is less than or equal to $1,000.

● The activities/milestones for which you are requesting funding should be able to be completed in three months or less. If the activities are expected to exceed the three month timeline, applicants should submit additional proposals to cover the additional work.

● The E-Fund is open to currently enrolled degree-seeking undergraduate and graduate students. To be eligible for funding, students must be enrolled for a minimum of 3 credits during the semester in which funding is requested.

● Funding may be used for materials, supplies or services. Funding cannot be used to pay for employee/student salaries.
Application Instructions

To apply for an E-Fund, applicants should complete the application form on the Dingman Center’s webpage, found here. You will need the following information to complete the application:

- Provide a description of the business or idea. Provide sufficient detail so that a reviewer can understand the problem and why it is a problem.
- Describe in detail the project that you would like to accomplish with the seed funding. The description should include the major activities to be conducted with the funding and a timeline for conducting them.
- List the total amount of funding that you are requesting in the current submission.
- Provide a budget for the project. The total dollar amount listed in the project budget should equal the dollar amount that you are requesting.

Awarding of Funding

- Students will be notified if their project is funded within two weeks of submission.
- For awards exceeding $500 dollars the Dingman Center staff may require a preliminary meeting prior to the awarding of funds.

Receiving the Funds

- Incorporated businesses will be required to complete a W-9 form before funding is awarded. Funding will be awarded directly to the business within 6-8 weeks of receiving the completed W-9. Businesses should retain copies of receipts for all items/services purchased using the funds as they will be required to submit them at the end of the award period.
- Students who have not incorporated their businesses will meet with a Dingman Center team member to determine the next steps in procuring the required materials/supplies/services

Funding Closeout

- Within 30 days of receiving the E-Fund, awardees will be required to provide documentation of the activities completed with the funding and a summary of how the funds were spent.
- Recipients of the E-fund should be prepared to report to the Dingman Team on usage of funds via email. If possible, please provide a copy of the receipts.
- Ventures awarded an E-Fund are required to set a follow-up meeting with the Dingman Staff within 3 months to check-in on the described project’s progress.