

**APPLICATION GUIDELINES
FOR THE
HAWAII TECHNOLOGY DEVELOPMENT VENTURE
BUSINESS DEVELOPMENT ASSISTANCE PROGRAM
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The Hawaii Technology Development Venture (HTDV), a project of the Pacific International Center for High Technology Research (PICHTR), has established a business development assistance program. The purpose of the program is to provide the support to Hawaii-based small businesses to develop business opportunities to assist in transitioning products to government Programs of Record or into commercial activities.

APPLICATION PROCESS

To be considered, applicants shall submit a request from an authorized corporate representative to HTDV. The request should provide an overview of the company, the suite of products, and desired outcome for the business development effort. A copy of the corporate business development plan, if available, shall be submitted to HTDV upon request.

Requesting letters should be submitted electronically through the e-mail to [**htdv@pichtr.org**](mailto:htdv@pichtr.org) according to procedures outlined in this document. It is HTDV policy to treat all requests as confidential information. HTDV may use selected contractors as special resources to support HTDV-funded efforts. These contractors are restricted by contract from disclosing proposal information or using it for purposes other than that engaged by HTDV.

All requests submitted under this announcement must be unclassified. An invitation from HTDV to participate in the Business Development Assistance program does not assure funding to support participation in the program, but rather is a commitment on the part of the applicant to cost share other direct costs in support of the business development effort. The decision to participate in the Business Development Assistance program, once invited, is the sole responsibility of the applicant submitting the request.

Questions relating to this announcement are to be directed to Harold S. Masumoto or Keith T. Matsumoto, HTDV Project Office, 2800 Woodlawn Drive, Suite 192, Honolulu, Hawaii 96822, phone: (808) 237-5160, e-mail: [**htdv@pichtr.org**](mailto:htdv@pichtr.org).