Small Business Innovation Research (SBIR) Phase I Incentive Funding Program

Fiscal Year 2009 Solicitation

Submission Dates: July 1, 2008 through June 30, 2009
Closing Date: June 30, 2009

For additional information contact:

Oklahoma Center for the Advancement of Science and Technology
Programs Division
755 Research Parkway, Suite 110
Oklahoma City, OK 73104

Phone: 405-319-8418
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OCAST Small Business Innovation Research (SBIR)
Phase I Incentive Funding Program
Fiscal Year 2009 Solicitation

A. PROGRAM DESCRIPTION

The OCAST SBIR Phase I Incentive Program reimburses qualified Oklahoma firms for a portion of the costs incurred in preparing and submitting federal SBIR Phase I proposals.

SBIR is administered by 11 federal agencies for the purpose of providing research and development funding to small companies. Companies compete for funding by submitting proposals in response to solicitations issued by participating federal agencies. The federal program provides for funding competitions in two phases: Phase I – to conduct feasibility research; Phase II – to expand and develop Phase I results. The federal program also includes a Phase III which provides commercialization support for the product or process developed in Phase II. (For more information about the federal SBIR program go to: www.sbirworld.com)

OCAST will reimburse qualified applicants for a portion of the costs incurred in preparing the federal Phase I proposal on a first-come, first-served basis during the State's fiscal year. This Solicitation is applicable to Fiscal Year 2009 (July 1, 2008 to June 30, 2009). A qualified applicant may receive two OCAST SBIR Phase I incentive awards during the fiscal year. The Oklahoma Science & Technology Research and Development (OSTRaD) Board of Directors sets the award amounts annually based on availability of funds. For Fiscal Year 2009 qualified applicants may receive up to two awards at the following amount: The maximum award amount for the both award is the lesser of 50% of the approved proposal preparation costs or $3,000.

B. PURPOSE

The Oklahoma Center for the Advancement of Science and Technology (OCAST) has a statutory mandate to develop and implement a program to financially support the preparation of SBIR proposals by qualified Oklahoma entities. The purpose of the OCAST SBIR Phase I Incentive Program is to encourage small Oklahoma businesses to compete for federal SBIR awards. The goal of the program is to increase the number and quality of Oklahoma applications for federal SBIR Phase I awards.

C. DEFINITIONS

1. "**Applicant**" means a small business that submits an application for an award under this Program Solicitation.

2. "**Award**" means financial assistance provided pursuant to a professional service contract that reimburses a Recipient for a portion of the costs incurred in submitting a federal SBIR proposal.

3. "**Recipient**" means an Applicant who has been approved to receive an award under this Program Solicitation.

4. "**Small business**" means a business concern that is at least 51 percent owned and controlled by one or more individuals who are citizens of, or permanent resident aliens, in the United States and that does not have more than 500 employees, including its affiliates.

D. ELIGIBILITY

An Applicant must satisfy the following conditions to be eligible for consideration for an SBIR Phase I Incentive award:

1. Applicant must be a for-profit Oklahoma-based small business.

2. Applicant must have submitted a qualified SBIR Phase I proposal to a participating federal agency in response to a specific federal solicitation.

3. Applications must be received by OCAST **no later than 45 days from the closing date of the federal solicitation** to which the Applicant responded. Any application received by OCAST after 45 days from the submission deadline in the federal solicitation will be returned without consideration.

4. Applicant must meet all federal SBIR eligibility requirements.

5. Applicant may not receive concurrent funding support from other sources that duplicates the purpose of this OCAST award.

6. Applicant must conduct at least 51% of the research described in the federal SBIR proposal in Oklahoma and must maintain Oklahoma residency during the entire federal SBIR phase I project.

7. Proposals **resubmitted** to a federal agency, which received an OCAST SBIR Phase I Incentive award when first submitted to the federal SBIR program, are **not** eligible for an additional OCAST award.

8. Any applicant that, in OCAST's judgment, has failed to correct a material breach of a contract awarded under any of OCAST programs is ineligible to submit an application under this program.

E. LIMITATIONS ON AWARDS

1. Applicant may not receive more than $5,000 in OCAST Phase I Incentive awards unless the Applicant received at least one federal SBIR Phase I contract after FY 1993.

2. Applicant may receive no more than two OCAST Phase I funding awards during this fiscal year and no more than a total of nine awards.

F. APPLICATION REQUIREMENTS

Applicants must include all of the documents specified below in order to be considered complete. Incomplete applications *may be returned to the applicant without further review.* Each Applicant must submit the following documents in the order listed below:

1. A completed OCAST application package (Appendix A, attached)

2. A copy of a document proving the legal existence of Applicant's organization, such as articles of incorporation, partnership agreement, or notarized affidavit of sole proprietorship indicating name and location of business.

3. The page of the federal SBIR Phase I solicitation showing the solicitation closing date and topic reference number.

4. A copy of the Applicant's federal Phase I SBIR proposal (note: proprietary information may be excluded).

5. Acknowledgement of the receipt of the Applicant's SBIR Phase I proposal by the federal agency such as: an electronic notice of submission from the agency or a signed return receipt from the agency showing the date and time the proposal was received, or a delivery report from a carrier service, e.g.,

a Federal Express tracking report showing final delivery.

6. An itemized statement of proposal preparation costs, including the amount of funding requested from OCAST, which shall be no greater than 50% of the approved preparation costs up to $3,000 for each application submitted.

7. Documentary evidence to substantiate all amounts included on the itemized statement of proposal preparation costs, as follows:

   a. vendor receipts and invoices, including unit costs for each item; consulting invoices must be broken out into daily or hourly charges, must appear on the letterhead of the company or individual providing the consulting, and must be signed by the consultant or an official of the firm.

   b. salary amounts must be documented with hourly rates on the federal SBIR Phase I proposal budget sheet or through the organization's official pay documents that clearly indicate the hourly rate, and/or copies of invoices to other entities**. Note: OCAST will not reimburse at hourly rates higher than those specified by the company on its federal SBIR proposal budget.**

   c. overhead costs must be consistent with the applicant's standard overhead percentages and should be substantiated through copies of invoices to other entities or as shown on the federal SBIR Phase I Proposal Budget Worksheet. The means by which overhead costs are calculated must be clearly shown.

   d. Examples of reimbursable costs:

      i. proposal preparation consulting fees paid to others
      ii. typing/word processing services
      iii. project-related supplies and postage
      iv. database search fees for project-related literature searches
      v. rental of space and/or equipment directly related to the preparation of the federal proposal
      vi. salaries of individuals who were directly involved in preparation of the Phase I proposal

   e. Non-reimbursable costs include**:**

      i. travel
      ii. equipment purchases over $300
      iii. facility improvement
      iv. legal fees for patents

NOTE: If proprietary or classified material is excluded from the SBIR Phase I Incentive Funding Program application, the applicant must submit a notarized statement, signed by an authorized official of the applicant firm, attesting to the fact that the excluded material is proprietary or classified and that economic harm or violation of federal rules pertaining to classified materials will result if such materials are submitted.

G. APPLICATION SUBMISSION

Applicants must use the required forms and comply with all requirements of this solicitation. The required documents listed in the previous section **must** be assembled in the following order and **include a clearly marked cover page identifying each section.**

Section 1. Application Forms

Section 2. Proof of Firm's Existence

Section 3. Federal SBIR Phase I Solicitation Cover Sheet

Section 4. Copy of the Federal SBIR Phase I Proposal

Section 5. Acknowledgement of Receipt of the Federal SBIR Phase I Proposal by the Federal Agency

Section 6. Itemized Statement of Proposal Preparation Costs

Section 7. Evidence to Substantiate the Proposal Preparation Costs

The documents comprising the application must be stapled together in the upper left-hand corner and mailed to the following address:

OCAST
Small Business Research Assistance Programs
755 Research Parkway, Suite 110
Oklahoma City, OK 73104

H. APPLICATION REVIEW

1. OCAST staff reviews applications to ascertain compliance with the requirements in this Solicitation on a first- come first-serve basis during the State's fiscal year (July 1 through June 30).

2. OCAST staff will approve each application that fully complies with all requirements in this Solicitation as long as funds allocated to this Program are available to fund the award.

3. To qualify for funding, applications must be complete and in full compliance with all requirements in this solicitation. **NOTE: OCAST staff may return incomplete or non-compliant applications *without further review.*** At their discretion, OCAST staff may request supplemental materials from the Applicant. If OCAST staff requests supplemental materials, **such materials must be received within 15 days of the date of the request, or the application will be returned to the Applicant without further review.**

4. If an application is denied by OCAST staff, the Applicant may appeal the decision to the Oklahoma Science & Technology Research and Development (OSTRaD) Board of Directors within thirty days of the date of the denial letter.

I. AWARD CONTRACT

1. Successful Applicants are reimbursed for approved preparation costs by means of a contract between OCAST and the Recipient in which the Recipient makes the following commitments:

   a. to comply with all requirements described in this Solicitation.

   b. to respond to OCAST's annual SBIR Phase I Incentive Program survey for a period of up to three years following receipt of the OCAST award

   c. to maintain records and accounts verifying the source and application of all OCAST funds for a minimum of three years and to make such records available to OCAST, upon request.

   d. to confirm that Recipient has not and will not solicit funds from other sources that duplicates the purpose of the OCAST award.

2. Pursuant to the Contract, the Recipient will receive an award up to 50% of the cost of preparing a valid SBIR Phase I proposal, which has been submitted to a participating federal agency, not to exceed $3,000 for the first award and $3,000 for the second award.

3. OCAST will send Recipients **two** duplicate contracts, which the Recipient must sign,

date and return both copies to OCAST along with an invoice requesting payment against the executed contract. A fully executed contract will be returned to the Recipient. OCAST will process the invoice and payment will be mailed to the Recipient.

J. GENERAL TERMS

1. No oral statement of any person shall modify or otherwise affect the terms and conditions of the Solicitation.

2. OCAST may reject any application that does not comply with the requirements of this Solicitation.
3. OCAST may refuse to approve an application if it is not in keeping with the purpose of the program.

4. OCAST may withdraw this Solicitation at any time.

5. This program is funded by State appropriations and awards are contingent upon the availability of State funds.

6. Any application received by OCAST after 45 days from the submission deadline in the federal solicitation will be returned without consideration.

K. RELEASE OF INFORMATION

OCAST is subject to the Oklahoma Open Meetings Act and the Open Records Act. However, "*marketing plans, financial statements, trade secrets, research concepts, methods or products, or any other proprietary information . . . shall be confidential, except to the extent that the person or entity which provided such information or which is the subject of such information consents to the disclosure*." 74 O.S. § 5060.7.

OCAST may use the contents from applications for the required OCAST Annual Report or other publications without obtaining permission from the Applicant unless the contents are confidential under State or Federal law and are identified as confidential by the Applicant.

L. INQUIRIES

Inquiries about the OCAST SBIR Phase I Incentive Funding Program should be addressed to:

Sherry Roberts, Client Services Manager
OCAST Programs
755 Research Parkway, Suite 110
Oklahoma City, OK 73104

Current solicitations for OCAST funding programs and information about small business support are available on the OCAST website at: www.ocast.state.ok.us.

Current federal SBIR solicitations and program information is available on-line at: www.zyn.com.

M. WORKSHOPS

OCAST will conduct workshops on application preparation during State Fiscal Year 2009. For additional information about the workshops or the OCAST SBIR program in general, please visit the OCAST website at: www.ocast.state.ok.us or contact:

Sherry Roberts
405/ 319-8418
Toll Free: 866/ 265-2215
sroberts@ocast.state.ok.us

APPENDIX A
APPLICATION FORM

For OCAST Use Only

Application #	Contract #	Date Received	Federal Solicitation Closing Date	Approved: Y N Date:

Oklahoma Center for the Advancement of Science and Technology (OCAST)
OCAST Small Business Innovation Research (SBIR)
FY 2009 Phase I Incentive Funding Program

NOTE: This application form and all required documentation must be complete or the application may be returned without action.

1. Firm name			2. Federal tax ID number
3. Firm address *(Street Address)*			
(City)	*(County)*	*(State)*	*(Zip)*

4. Firm **mailing** address (if different from question 3)	*(City)*	*(State)*	*(Zip)*

5. Firm telephone number ( )	9. Previous names, if any, used by your firm (other than the name listed in Question 1 of this application)
6. Firm fax number ( )	10. Oklahoma State House of Representatives district number
7. Firm e-mail address	11. Oklahoma State Senate district number
8. Firm Website http://	12. Federal Congressional district number

13. Project Title		
14. Federal Agency to which the proposal was submitted	15. Proposal Preparation Costs ($)	16. Amount of OCAST Funding Requested ($)

17. Principal Investigator (P.I.) *[Please type.]*	21. Authorized Organizational Official *[Please type.]*
18. Title	22. Title
19. Signature and Date	23. Signature and Date
20. E-mail address	24. E-mail address

25. Check the appropriate box that best describes your firm's **main business activity**

- ☐ AUT - Factory Automation
- ☐ BIO - Biotechnology
- ☐ CHE - Chemicals
- ☐ COM - Computer Hardware
- ☐ DEF – Defense
- ☐ EDU - Education
- ☐ ENR - Energy
- ☐ ENV - Environmental
- ☐ MAN - Manufacturing Equipment
- ☐ MAT - Advanced Materials
- ☐ MED - Medical
- ☐ PHA - Pharmaceuticals
- ☐ PHO - Photonics
- ☐ SOF - Computer Software
- ☐ SUB - Subassemblies/Components
- ☐ TAM - Test & Measurement
- ☐ TEL - Telecommunications/Internet
- ☐ TRN - Transportation

25a. *If your SBIR Phase I **project** does not fall within the above general category for your firm, please specify the appropriate category for your firm's project, using the above list.*

26. Please describe briefly the main products/processes/services your firm produces

27. SIC - Standard Industrial Code(s) applicable to your firm's main business operations

28. NAIC - North American Industrial Code(s) applicable to your firm's main business operations

Following Phase I of your SBIR project, your firm may anticipate several possible commercialization outcomes. Please answer the following questions, indicating **your best estimate** of the commercial potential of your product/process.

29. Does your firm's project involve patentable products/processes or copyrightable intellectual property? ☐ Yes ☐ No

[If "No," please go to question 30. If "Yes," please answer Parts a) and b) below.]

a) What is the estimated **number** of patents issued (or expected to be issued)?

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ _____ (Over 4, please specify.)

b) What is the estimated **total value** of the patents?

- ☐ 0 -$100,000
- ☐ $100,000 - $500,000
- ☐ $500,000 - $2,000,000
- ☐ $2,000,000 - $5,000,000
- ☐ _____ (Over $5,000,000, please specify)

30. Does your firm anticipate making **licenses** available to producers/manufacturers of your product/process? ☐ Yes ☐ No

[If "No," please go to question 31. If "Yes," please answer Part a) below.]

a) What do you estimate will be the **total value** of the licenses(s)?

- ☐ 0 -$100,000
- ☐ $100,000 - $500,000
- ☐ $500,000 - $2,000,000
- ☐ $2,000,000 - $5,000,000
- ☐ $5,000,000 - $10,000,000
- ☐ _____ (Over $10,000,000, please specify)

31. Does your firm plan to manufacture/produce your product/service in Oklahoma? ☐ Yes ☐ No
[If "No," please go to question 32. If "Yes," please answer Part a) below.

a) What do you estimate will be the value (retail) of the product/services sold in the **first full year** of production?

☐ 0 -$100,000
☐ $100,000 - $500,000
☐ $500,000 - $2,000,000
☐ $2,000,000 - $5,000,000
☐ $5,000,000 - $10,000,000
☐ _____ (Over $10,000,000, please specify)

32. Current number of employees in your firm [Average at end of previous four quarters] _____

33. If SBIR Phase I **federal** funding is received, what is the number of jobs expected to be **created**?
☐ 0 ☐ 1 - 3 ☐ 4 - 6 ☐ 7 - 9 ☐ _____ (If 10 or more, please specify)

34. If SBIR Phase I **federal** funding is **not** received, what is the number of employees, if any, that your company may be forced to **lay off**? ☐ 0 ☐ 1 - 3 ☐ 4 - 6 ☐ 7 - 9 ☐ _____ (If 10 or more, please specify)

The following question assists OCAST in determining the overall success rates of Oklahoma firms applying for federal SBIR/STTR awards.

35. Has your firm applied for any **federal SBIR or STTR** awards in the past 3 years for which your firm did **NOT** receive federal funding? ☐ Yes ☐ No
*If "No", please skip to question 36. If "Yes", please supply the following information **for each application** in the appropriate section. Indicate with an asterisk (*) those proposals for which the firm received an OCAST Award. Attach additional sheets, as needed.*

SBIR/STTR **Phase I** Applications - **No Federal Award Received**

Year Proposal Submitted	*	Project Title	*Check one*		Federal Agency
			SBIR	STTR	

SBIR/STTR **Phase II** Applications - **No Federal Award Received**

Year Proposal Submitted	*	Project Title	*Check one*		Federal Agency
			SBIR	STTR	

36. Has your firm received any **federal SBIR or STTR** awards in the past 3 years? ☐ Yes ☐ No

If "No", please skip to question 37. If "Yes", please supply the following information ***for each award*** *in the appropriate section. Indicate with an asterisk (*) those proposals for which the firm received an OCAST Award. Attach additional sheets, as needed.*

SBIR/STTR **Phase I** Applications - **Federal Award Received**

Year Federal Award Received	*	Project Title	*Check one.*		Federal Agency	Award Amount
			SBIR	STTR		

SBIR/STTR **Phase II** Applications – **Federal Award Received**

Year Federal Award Received	*	Project Title	*Check one.*		Federal Agency	Award Amount
			SBIR	STTR		

37. a) Are you familiar with the Oklahoma Technology Commercialization Center? ☐ Yes ☐ No

    b) Have you ever been a client of the Oklahoma Technology Commercialization Center? ☐ Yes ☐ No

38. a) Are you familiar with the Oklahoma Alliance for Manufacturing Excellence? ☐ Yes ☐ No

    b) Have you ever been a client of the Oklahoma Alliance for Manufacturing Excellence? ☐ Yes ☐ No

OSF Form VEND
(3/05)

REGISTERED _____ NON-REGISTERED _____

STATE OF OKLAHOMA VENDOR/PAYEE FORM

Change of Address, Additional Address (Page 1 only) ☐
Gov. Entity (Page 1 only) ☐

The State of Oklahoma requires the following information for all new vendors (payees) before any payments can be made. This information is used to establish you in the State's vendor file. Complete all that applies.

AGENCY SECTION

Agency Name Oklahoma Center for the Advancement of Science and Technology # 628

Contact Name _____ Phone # (405) 524-1357 Fax # (405) 319-8426

1099 Reportable Status
Add: ☐
Remove: ☐

Attention Paying Agency: Please check the ***Add*** box on the left if payments to this vendor/Payee are represented by Account Codes listed on page 3 of this form. If the vendor is incorrectly showing as 1099 Reportable , check the *Remove* box. The PeopleSoft system requires specific details regarding the type of transaction. Please check the box that applies to this vendor:

☐ **1 - Rents** ☐ **2 - Royalties** ☐ **3 - Prizes & Awards** ☐ **6 - Medical & Health Care**
☐ **7 - Non-Employee Compensation** ☐ **14 - Gross Proceeds to an Attorney**

If vendor has a PeopleSoft Vendor #, add it here. _____

VENDOR/PAYEE SECTION (Complete and fax to State Agency)

Company Name (or Individual, or Government Entity) | Phone # | Fax #

Name on IRS Record (if different from above) | Phone # | Fax #

VENDOR/PAYEE *TIN/SSN* # _____

Business Address:

(PO Box or Street , City, State, **9-Digit Zip Required**) | E-Mail Address

Optional Addresses – check as appropriate**:**

If different, ☐ Pricing ☐ Ordering ☐ Invoicing ☐ Remitting ☐ Returning | Phone # | Fax #

(PO Box or Street , City, State, **9-Digit Zip Required**) | E-Mail Address

Contact Name & Title:_____

If different, ☐ Pricing ☐ Ordering ☐ Invoicing ☐ Remitting ☐ Returning | Phone # | Fax #

(PO Box or Street , City, State, **9-Digit Zip Required**) | E-Mail Address

Contact Name & Title:_____

Customer Service Information, if different: | Phone # | Fax # | E-Mail Address

Vendors/Payees DO NOT fax to numbers below. The form must be returned to the state agency requesting this information.

State Agency, fax vendor completed and signed form to: For Registered Vendors - - DCS, Attention Rhydonia Sloan, at 405-521-4475.
Non-Registered Vendors - - OSF, Attention Vendor Maintenance 405-521-3383 or 405-522-0392

OSF/DCS USE ONLY	Date Posted:	By:

OSF Form VEND
(3/05)

STATE OF OKLAHOMA VENDOR/PAYEE FORM

SUPPLEMENTAL INFORMATION - ALL VENDORS OR PAYEES

The information below is requested under U.S. Tax Laws. Failure to provide this information may prevent you from being able to do business with the State, or may result in the State having to deduct backup withholding amounts from its remittances to you.

U.S. Taxpayer Identification Number (TIN) _____ If none, but applied for, date applied _____ .
(This number is also known as Federal Employer Identification Number [FEIN])

U.S. Social Security Number (SSN) _____ If none, but applied for, date applied _____ .

Check the box below that best describes your residency status:

Companies:

☐ Domestic (U.S.) sole proprietorship ☐ Domestic (U.S.) partnership ☐ Domestic (U.S.) corporation ☐ Domestic (U.S.) other

☐ Foreign (non-U.S.) sole proprietorship ** ☐ Foreign (non-U.S.) partnership ** ☐ Foreign (non-U.S.) corporation **

☐ Foreign (non-U.S.) other ** - explain _____

Individuals:

☐ Citizen (individual) of the United States ☐ Resident alien (individual) of the United States

☐ Non-resident alien (individual) **

** NOTE: IF YOU MARK THIS BOX, WE WILL FORWARD AN INTERNAL REVENUE SERVICE (IRS) FORM W-8, CERTIFICATE OF FOREIGN STATUS, TO YOU. THIS MAY EXEMPT YOU FROM BACKUP WITHHOLDING. FORM W-8 DOES NOT EXEMPT YOU FROM THE 30% (OR LOWER PERCENTAGE BY TREATY) NONRESIDENT WITHHOLDING TAXES. TO CLAIM THIS EXEMPTION, YOU MUST FILE IRS FORM 8233 WITH US. FOR MORE INFORMATION, REFER TO IRS PUBLICATION 519.

SIGNATURE - AND SUBSTITUTE IRS FORM W-9 CERTIFICATION

Under penalties of perjury, I certify that the above information is correct and that:

1. **The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and**
2. **I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.**
3. **3. I am a U.S. person (including a U.S. resident alien).**

Certification Instructions - *You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding* because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN

_____ | _____
Signature of Vendor Representative or Individual Payee Date

_____
Title of individual signing form for company

_____
Vendor/Payee (Same as Company Name from Page 1)

IRS Instuctions Regarding 1099 MISC Reporting

IRS Instuctions regarding 1099 MISC reporting are posted on the IRS website at: http://www.irs.gov/instructions/i1099msc/index.html. Reportable payments include (a) royalties or broker payments in lieu of dividends or tax-exempt interest; (b) rents, services (including parts and materials), prizes and awards, other income payments, medical and health care payments, crop insurance proceeds, cash payments for fish (or other aquatic life) you purchase from anyone engaged in the trade or business of catching fish; (c) any fishing boat proceeds; or (d) gross proceeds paid to an attorney (see below).

Generally, if reportable payments do not fall under Box 1, 2, 3, 6 or 14, use Box 7. Specifically, all payments to physicians and medical corporations must be reported in Box 6. Attorney's fees, including payments to a law firm or other provider of legal services, are reportable in Box 7, except for gross proceeds. Gross proceeds paid to attorneys, under IRC section 6045(f), are reportable in Box 14. These include the total amount paid to an attorney for settlement agreements. These rules apply whether or not the legal services are provided to the payer and whether or not the attorney is exclusive payee (e.g., the attorney's and claimant's names are on one check). However, these rules do not apply to wages paid to attorneys that are reportable on Form W-2.

OSF Account Codes for 1099 Reporting - By Category

☐ 1 - RENTS		☐ 2 - ROYALTIES		☐ 3 - PRIZES AND AWARDS	
532110	Rent of Office Space	553170	Royalties	552140	Incentive Awards – Monetary & Material
532120	Rent of Land			552160	Incentive Payments – Oklahoma Horse Breeders & Owners
532130	Rent of Other Building Space			552170	Incentive Payments – Oklahoma Film Enhancement Rebate
532140	Rent of Equipment and Machinery				
532150	Rent of Telecommunications Equip				
532160	Rent of Electronic Data Processing Equipment				
532170	Rent of Electronic Data Processing Software				
532190	Other Rents				

☐ 6 - MEDICAL & HEALTH CARE PAYMENTS			
515700	Offices of Physicians (except Mental Health Specialists)	515870	Psychiatric & Substance Abuse Hospitals
515710	Offices of Physicians, Mental Health Specialists	515880	Specialty Hospitals (except Psychiatric & Substance Abuse)
515720	Offices of Dentists	515890	Nursing Care Facilities
515730	Offices of Chiropractors	515900	Residential Mental Retardation Facilities
515740	Offices of Optometrists	515910	Residential Mental Health & Substance Abuse Facilities
515750	Offices of Mental Health Practitioners (except Physicians)	515920	Community Care Facilities for the Elderly
515760	Offices of Physical, Occupational & Speech Therapists, & Audiologists	515930	Other Residential Care Facilities
515770	Offices of Podiatrists	537210	Laboratory Services & Supplies
515780	Offices of all other Miscellaneous Health Practitioners	551230	Medical Services to Indigent (from agencies other than DHS)
515790	Family Planning Centers	551240	Hospital Services to Indigents (from agencies other than DHS)
515800	Outpatient Mental Health & Substance Abuse Centers	551250	Other Health Services to Indigents (from agencies other than DHS)
515810	Other Outpatient Care Centers	515280	Surveying & Mapping (except geophysical) Services
515820	Medical and Diagnostic Laboratories	515290	Testing Laboratories
515830	Home Health Care Services	515300	Interior Design Services
515840	Ambulance Services	515310	Industrial Design Services
515850	All other Ambulatory Health Care Services	515320	Graphic Design Services
515860	General Medical & Surgical Hospitals	515330	Other Specialized Design Services
		515350	Custom Computer Programming Services

☐ 7 - NON-EMPLOYEE COMPENSATION			
515010	Office of Lawyers	515510	Photographic Services
515020	Offices of Notaries	515520	Translation & Interpretation Services
515030	Other Legal Services	515530	Veterinary Services
515060	Accounting, Tax Preparation, Bookkeeping & Payroll Services	515540	All other Professional, Scientific and Technical Services
515210	Payments for Contract Mentor Services	515550	Management of Companies & Enterprises
515220	Architectural Services	515560	Office Administrative Services
515230	Landscape Architectural Services	515570	Employment Placement Services
515240	Engineering Services	515580	Business Support Services
515250	Drafting Services	515590	Document Preparation Services
515260	Building Inspection Services	515600	Telephone Call Centers
515270	Geophysical Surveying & Mapping Services	515610	Business Service Centers
515360	Computer Systems Design Services	515620	Collection Agencies
515370	Computer Facilities Management Services	515630	Credit Bureaus
515380	Other Computer Related Services	515640	Other Business Support Services
515400	Administrative Management & General Management Consult Services	515650	Investigation & Security Services
515410	Human Resources & Executive Search Consulting Services	515660	Educational Services
515420	Marketing Consulting Services	515940	Individual & Family Services
515430	Process, Physical Distribution, & Logistics Consulting Services	515950	Community Food & Housing & Emergency & Other Relief Services
515440	Other Management Consulting Services	515960	Vocational Rehabilitation Services
515450	Environmental Consulting Services	515970	Child Day Care Services
515460	Other Scientific & Technical Consulting Services	515980	Arts, Entertainment and Recreation
515470	Research & Development in the Physical, Engineering, & Life Sciences	515990	Other Services (except Public Administration)
515480	Research & Development in the Social Sciences & Humanities	515490	Advertising & Related Services
		515500	Marketing Research & Public Opinion Polling

☐ 14 - GROSS PROCEEDS TO AN ATTORNEY	
553180	Settlements – Paid To/Thru Attorney