



APPLIED RESEARCH AND DEVELOPMENT GRANTS APPLICATION CHECKLIST

This list summarizes the factors that are assessed in the review of an Applied Research and Development Grant application. Ensure these points are addressed before submitting a proposal. This list is provided for the convenience of applicants. Do not submit this list with the application.

Overview of the proposal/technical merit

- Is the college eligible to receive CCI Grant funds?
- Is the company-specific problem clearly identified?
- Is there a clear plan to address the problem and proposed approach to solve it?
- Is the work innovative rather than the application of known technology to gather data without understanding the underlying scientific problem?
- Is there adequate college support?

New relationship (for Level 1 only)

- Is this the creation of a new relationship?

Applied research competence

- Does the research team (including participating company personnel) have the appropriate expertise?
- Is the nature of the expertise described?
- Are Forms 103CV and/or CVs included for all participants?

Potential for innovation impact

- Will the work lead to improved products, processes or services that benefits the partner(s)?
- Will the company see economic or other benefits within a reasonable timeframe?
- Is the impact of the project described?

Private-sector support

- Does the proposal identify how the results will be transferred to the company?
- Does the company contribute the appropriate amount from its own resources?
- Is the nature of the company's participation and contribution described?
- Is the company in a position to successfully exploit the research results?

Contribution to the training of highly qualified personnel

- Does the proposal include a student training component?
- Is the knowledge and experience gained by students, research administrators and college/company personnel described?

Benefit to Canada

- Are economic, social and environmental benefits to Canada described?

Budget

- Is the budget detailed and is each item justified?

Certification requirements/environmental assessment

- Is an environmental assessment (EA) required for this project?
- If yes, has an Appendix B been filled out?