

Applicant: xxxxx

Project Title: xxxxx

Application ID: xxxxx

Instructions and Disclaimer

Instructions and Disclaimer

This Application form collects pertinent information about the Investment being requested. This enables Alberta Innovates to assess the merits of the proposed Application and its fit with our strategic priorities and corporate goals. The Applicant must complete the Application in its entirety. Applicants that fail to complete all mandatory sections may not be considered. It is essential that you read and understand the Program Guide before completing this Application. All capitalized words or terms which are not defined within this Application have the respective meaning as set out in the Program Guide or Investment Agreement. In this Application, the term “you” and “Applicant” are used interchangeably.

To complete this Application, move from left to right through the tabs above. If you require assistance in completing your Application, please contact the Alberta Innovates’ representative listed in the Program Guide. If you are unsure who to contact, please email inbox_grants@albertainnovates.ca.

The Application will be reviewed by experts who are within and potentially outside of Alberta Innovates. These experts will provide their recommendations to Alberta Innovates and Alberta Innovates may, at its sole and absolute discretion, provide constructive feedback to the Applicant based on the expert reviews. At no time will Alberta Innovates disclose information about the reviewers to the Applicant and the Applicant is not entitled to access or review the experts’ recommendations.

Alberta Innovates will use its reasonable efforts to inform the Applicant of the Investment determination made in respect of an Application in a timely fashion. Any failure to inform the Applicant of the Investment determination regarding an Application will not result in any obligation or liability of Alberta Innovates to the Applicant or any other interested party.

Alberta Innovates has sole and unfettered discretion over its funding decisions, including but not limited to the decision to fund or not fund, or the amount, timing, and terms attached to such funding, and Alberta Innovates owes no duty of reasonableness to the Applicant regarding same. All decisions of Alberta Innovates, including but not limited to the decision to fund or not fund, are final, binding on the Applicant, and non-appealable. Alberta Innovates is not an administrative agency, commission, or tribunal, and as such the Applicant is precluded from seeking judicial review of any decisions of Alberta Innovates arising from its evaluation of this Application. Alberta Innovates receives a large volume of Applications. Accordingly, the Applicant acknowledges and agrees that it may be turned down for funding even if it meets minimum requirements for the program or other eligibility criteria. Alberta Innovates may decline to evaluate the Application at any time for any reason. Alberta Innovates also has the right, as determined in its sole and absolute discretion, to impose a life-time limit on the number of Applications an Applicant may submit.

By submitting this Application, the Applicant agrees to the foregoing and accepts that Alberta Innovates shall have no liability to the Applicant for any losses or damages the Applicant may suffer, sustain, pay or incur arising in any way from its engagement with Alberta Innovates or this Application.

Alberta Innovates will only provide copies of the Application, including any attachments, to the Applicant Representative. Accordingly, any change of the Applicant Representative should be to an individual who has the authority and permission to see the Application and any attachments.

Freedom of Information and Protection of Privacy Act (Alberta) (“FOIP”)

Alberta Innovates is governed by FOIP. This means Alberta Innovates can be compelled to disclose the information received under this Application, or other information delivered to Alberta Innovates in relation to a Project, when an access request is made by anyone in the general public.

In the event an access request is received by Alberta Innovates, exceptions to disclosure within FOIP may apply. If an exception to disclosure applies, certain information may be withheld from disclosure. Applicants are encouraged to familiarize themselves with FOIP. Information regarding FOIP can be found at <http://www.servicealberta.ca/foip/>. Should you have any questions about the collection of this information, you may contact the Manager, Grants Administration Services at inbox_grants@albertainnovates.ca.

Publication of Non-Confidential and Aggregate Information by Alberta Innovates

Alberta Innovates may (1) publish and/or disseminate in the public domain certain information contained within this Application to promote the innovation activities being supported by Alberta

Innovates and/or (2) use certain information contained within this Application to verify information contained in this Application. On these bases, Alberta Innovates has deemed the contact information for the Applicant, the Applicant Representative, and any named Project partners listed in the Application, the Project Title and the Project Summary all to be non-confidential and subject to disclosure by Alberta Innovates in its sole discretion at any time.

In addition, Alberta Innovates may aggregate information within this Application for the purposes of reporting or dissemination in the public domain. For clarity, 'aggregate' means removal of personal identifiers such as names, locations and addresses of the Applicant and employees and combining such information with that of other Applicants.

Applicant Information

The **Applicant** is the entity or organization represented by this Application, not the person completing the form.

Applicant Legal Name: Test Applicant
Applicant Trade Name (if applicable):
Applicant Civic Address line 1:
Applicant Civic Address line 2 (if applicable):
Applicant City:
Applicant Province/State: Alberta
Applicant Country: Canada
Applicant Postal Code/Zip Code:
Website:
Corporate Access Number:
Primary Sector:

If any of the above information is incorrect, please make corrections here:

XXXXX

If the above address is not in the province of Alberta (e.g. a head office), please provide the address of the Applicant's physical presence in Alberta (if applicable) and describe the nature of its physical presence in Alberta:

(200 Words Max)

test

Relationship With Alberta Innovates

With regards to this Application or Project, have you had contact with and/or received guidance from an Alberta Innovates representative?

This includes Project Advisors, Technology Development Advisors, etc.

Yes/No

Are there any real, potential or perceived conflict(s) of interest between the Applicant (under its current or any other name) and/or any of its directors, employees or shareholders with Alberta Innovates, its subsidiaries or the Government of Alberta, including the Ministry of Jobs, Economy and Innovation (JEI)?

If the Applicant is a post-secondary institution, please answer with regards to the Applicant Representative (e.g., the Principal Investigator(s) and/or Trainee(s) submitting the Application). For a description/definition of conflict of interest, [click here](#).

Yes/No

Are there any real, potential or perceived conflict(s) of interest between the Applicant (under its current or any other name) and/or any of its directors, employees or shareholders with any member of the Project team?

If the Applicant is a post-secondary institution, please answer with regards to the Applicant Representative (e.g., the Principal Investigator(s) and/or Trainee(s) submitting the Application). For a description/definition of conflict of interest, [click here](#).

Yes/No

Has the Applicant previously applied for an Investment under a different name?

If the Applicant is a post-secondary institution, please answer with regards to the Applicant Representative (e.g., the Principal Investigator(s) and/or Trainee(s) submitting the Application).

Yes/No

Is this a Re-Application?

Yes/No

Co-Applicant

Legal Name:

Trade Name (if applicable):

Civic Address line 1: test

Civic Address 2:

City: test

Province/State: test

Country: Canada

Postal Code/Zip Code: test

Website:

Entity Structure: Other

For a description of the different Entity Structures, [click here](#).

Jurisdiction of Incorporation/Entity Registration Province: Other

Other (Country): test

Corporate Access Number:

If applicable

Primary Sector: Other services (except public administration)

For a description of each sector option, click [here](#).

Detailed Applicant Information

In this section, all references to the Applicant refer to the SME Applicant.

Applicant Current Development Stage

What statement best reflects the Applicant's current company development stage?

For a description of development stages, [click here](#).

test

Health Innovation Cycle Checklist

The objective of this section is to characterize the current state of the digital health innovation. Please check all milestones completed to date

Please [click here](#) to download the **Health Innovation Cycle Checklist**. Please check all milestones completed to date and attach it in the Attachments section of the Application.

T4 Employees

	In Alberta	Outside Alberta
T4 Full Time	100	100
T4 Part Time	100	100
T4 Contract	100	100

Identify the key members of the management team, board members, and advisory board, including their respective roles, relevant experience, and qualifications:

test

Source of Applicant Funding

Source of Applicant Funding

Source of Financing	Type of Financing	Name of Financing Source	Total Amount Raised and Confirmed (CAD)
Banks or other financial institutions	Convertible Debt	test	\$5.00
			\$5.00

Financial Statements

In the attachments section, attach the last 3 fiscal year end financial statements (or all years if the organization was founded less than 3 years ago) including the most recent quarter as prepared on an audited, or review engagement, or notice to reader basis. If such audited financial statements do not exist, then un-audited internally prepared financial statements for the same period must be attached.

In your submission, please include income statements, balance sheets, and cash flow statements for each period.

If applicable, discuss historical revenue, expense and capital expenditure trends or events that positively or negatively impacted the aforementioned:

test

Financial Projections

In the attachment section, attach the most current pro forma statement(s).

At a minimum, the statement should include capital investment requirements leading up to revenue generation and 3 years post-revenue; and forecasts for revenue and all operating costs. State all assumptions used to build the model including but not limited to financing sources, pricing and sales strategy, product costing and growth expectations. Alberta Innovates accepts that the complexity of pro forma financial statements will be in line with the stage of development of the Innovation.

What research has been used to validate the assumptions in the pro forma statement?

test

Business Plan

In the attachment section, attach your most current business plan.

A business plan is the company's roadmap for the next 3 to 5 years. At a minimum, the business plan should include an executive summary, company description, market analysis, competitive analysis, bios of management team and advisors including previous successes, operation plans, marketing and sales plans and financial plan (financials and proformas are attached separately). Standard business plan templates can be found on the web. Alberta Innovates accepts that the complexity of the business plan will be in line with the stage of development of the Innovation.

Representative Information

The Applicant Representative is an individual who is authorized to submit this Application on behalf of the Applicant. Alberta Innovates will only communicate with the Applicant Representative. Accordingly, any change of the Applicant Representative should be to an individual who has the authority and permission to see the Application and any attachments.

If the individual listed below is not the Applicant Representative as described above, you will need to register a new account with the individual intended to be the Applicant Representative.

Name:

Title:

Designations:

Email:

Work Phone:

Department/Faculty:

Address:

City:

Province / State:

Country:

Postal Code / Zip Code:

If any of the above information is incorrect, please make corrections here:

Co Applicant Representative

Representative First Name: Test

Representative Last Name: Test

Representative Title: Test

Representative Designations:

Representative Email: Test

Representative Phone Number: Test

Representative Department/Faculty:

Representative Address Line 1: Test

Representative Address Line 2:

Representative City: Test

Representative Province/State: Test

Representative Country: Canada

Representative Postal Code/Zip: Test

Non-Confidential Summary

Project Title

Test of application from

Project Summary

This is a brief, non-confidential summary of the Opportunity, the activities to be performed during the term of a possible Investment and the anticipated outcomes. Do not include information which may be considered confidential as this summary may be used by Alberta Innovates for communication purposes. Confidential information can be provided in the remaining sections of the Application. (300 Words Max)

test

Innovation Opportunity

In this section, describe the proposed Innovation related to this Application.

Problem/Challenge To Be Addressed

Explain and quantify the seriousness of the problem/challenge, from a customer/end-user perspective, that this Innovation aims to address:

Consider describing any current actions/initiatives addressing the problem. (600 Words Max)

test

Description of the Innovation

Provide a detailed description of the Innovation and how it may resolve the problem stated above:

Consider including results from literature reviews, previous studies and/or previous use of the Innovation to support its viability as a solution, along with a description of its current status. Consider providing an explanation of the novelty or uniqueness of the Innovation, what it does, and where it could be applied. **If applicable**, you may include any images to help support your discussion of the Innovation Opportunity. These images can be uploaded at the end of the Application under the **Attachments** tab. (2500 Words Max)

test

Description of the Care Pathway and Workflow

Please describe the current care pathway and workflow in which the innovation will be used, and how the innovation is proposed to impact the workflow. This includes the flow of time, money, services, people, and materials. Please consider attaching a flowchart to answer this question.

test

Identify the Technology Readiness Level (TRL) of the Innovation:

Current State: 4

At Project Completion: 6

Intellectual Property

Intellectual property (IP) types in this section include patents, trademarks, trade secrets, copyright and data.

Describe the existing intellectual property relating to this Innovation (add rows as needed):

IP Type	Number	Legal Owner (may not be the same as the inventor)	Title/Description
test	11111111	test	test

Describe the Applicant's use rights if the Applicant is not the owner of the existing IP:

(150 Words Max)

test

Describe any IP that may compromise the Applicant's freedom to operate or why other IP is not an issue:

(150 Words Max)

test

Describe the strategy for management and protection of the new IP expected to be generated from the Project:

(150 Words Max)

test

Market Opportunity

For the following questions, provide supporting assumptions and/or calculations to qualify the information provided.

Describe the target market (e.g., customer type, geographic regions, etc.) for the Innovation, including possible secondary market opportunities:

Consider providing the Total Addressable Market (TAM) and Serviceable Addressable Market (SAM) for your Innovation, as well as providing references for any research you conducted to determine the market size. (800 Words Max)

test

Describe, compare and contrast your closest direct and indirect competitors:

Consider comparing your Innovation and/or business with your competitors. **If appropriate**, you may attach a Competitive Analysis table. This table can be uploaded at the end of the Application under the **Attachments** tab. (1500 Words Max)

test

Describe the Innovation's value proposition and how you have validated interest to pay for and/or adopt the Innovation by potential customers/end-users:

Consider the value proposition for the paying customer, early adopters and other end-users. What measurable health outcomes will be used to support the innovation's intended claims and value proposition? (1000 Words Max)

test

Proposed Commercialization Pathway

Describe the pathway and resources needed to advance the Innovation Opportunity to achieve market readiness and/or adoption, including the estimated timeframe and what research and/or development remains to be completed:

Consider pathways such as technical, business, financial, regulatory, etc. Also consider the internal skillsets or operating capabilities within your organization (e.g., physical, intellectual and human inputs, infrastructure, equipment, information technology, etc.) that are currently missing and that are needed to make the Innovation a success. Consider how the technology solution will be scaled and commercialized, both in Alberta and for export. (600 Words Max)

test

Describe the major business, financial and technical risks that could arise along the commercialization pathway and what can be done to mitigate the risks:

Consider any legal, regulatory, development, market, and/or business model risks. When describing the risks, focus on addressing the pathway risks, as the Project-specific risks will be addressed later in the Application. (800 Words Max)

test

Will the Innovation require regulatory approval through an authority such as Health Canada, FDA, or European Commission?

Yes/NO

Please justify your selection for initial target markets. If the innovation is regulated, what is the expected regulatory classification and preliminary intended use? If applicable, what are the comparables/predicates? If you have a regulatory opinion letter, please attach on the Attachments tab (Supporting Documents). (300 Words Max)

test

Project Overview

Provide an overview of the Project, including the methodology, main objectives, deliverables and anticipated outcomes:

The Project is the scope of work presented in this Application, to be delivered by the Applicant. Include the location of the work if it will not be at the Applicants' premises. Consider including specific success criteria for the project to support the validation of deliverables in the work plan. (2800 Words Max)

test

Project Summary Table

Proposed Project Start Date	Proposed Project Completion Date	Project Term (in months)	Funding Requested From Alberta Innovates	Contribution From Applicant (cash and in-kind)	Contribution From Other Sources (cash and in-kind)	Total Project Costs (cash and in-kind)
27/10/2021	28/10/2021	0	\$5.00	\$5.00	\$5.00	\$15.00
% of Total Project Costs:			33.33%	33.33%	33.33%	

Project Workplan, Budget and Team

Workbook

Please [click here](#) to download the **Alberta Innovates Work Plan and Budget Workbook**. Complete the following tabs of the spreadsheet and attach it in the **Attachments** section of the Application.

- Work Plan: provide specific milestones and associated tasks, deliverables, timelines and costs to complete the proposed Project.
- Budget Forecast: provide a detailed budget forecast for the proposed Project.
- Revenue Forecast: identify any Project partners and if their contributions (cash and in-kind) to the Project have been confirmed.

Team

In the **Team** table below, identify the contributing members of the Project team including their respective role(s), relevant experience/expertise (e.g., technical capabilities, qualifications, etc.), responsibilities and projected time commitment to the Project (add rows as needed):

Team Member	Organization	Title	Relevant Experience / Expertise	Project Role and Responsibility	Project Time Commitment (%)
test	test	test	test	test	

Budget Expenditures and Resources

Provide an explanation/justification of the Project budget expenditures:

(600 Words Max)

test

Identify the facilities/infrastructure, equipment, and other resources that will be utilized to complete the Project:

Consider discussing how the resources will contribute to the Project success and highlight any unique features. (600 Words Max)

test

Project Risk Analysis and Mitigation

In the Risk Analysis table below, identify the key Project risks that have the potential to adversely affect the Project achievability (add rows as needed):

Key Project Risks	Describe the Risk	Mitigation Strategy
Other	test	test

Impacts

Describe the direct and indirect economic impacts to Alberta as a result of this Project and those reasonably expected from successful commercial deployment of the Innovation:

Consider areas such as jobs (i.e., new jobs, retraining, development of highly skilled qualified personnel, etc.), sales, improved efficiencies, development of new commercial opportunities, new industrial infrastructure or new economic sectors, attraction of new investment, and increased exports. (300 Words Max)

test

Estimate the number of full-time equivalent jobs created within Alberta:

During the term of the 1
Project:

Five years after the 10
completion of the
Project:

Reasonably expected five 100
years after commercial
deployment:

Identify how this Opportunity and its outcomes will impact the health and well-being of Albertans. Information provided should be specific, quantitative, and attached to expected timelines and projections:

This should include specific identification of the population and/or the clinical setting(s) that will be impacted. From the operational perspective, this could include improved efficiencies, economics or occupational health and safety factors. For populations, outcomes could include improvement in quality adjusted life years or any other metrics relating to the health concern being addressed. (500 Words Max)

test

Regulatory and Ethical Considerations

Recommended Reviewers

List 3 external reviewers for consideration by Alberta Innovates who are not any of the following: a person that you closely collaborated with in the last three years; currently employed at the same institution; a close friend, relative, mentor or mentee. Alberta Innovates may contact reviewers not suggested by the Applicant. Please provide the names of any people you do not wish us to contact.

Reviewer Name	Current Affiliation	Email	Phone Number	Education Background	Work Background	Relevant Area(s) of Expertise
test	test	test	test	test	test	test

CONSENT AND DECLARATION

By submitting this Application, including any supporting documentation, I, in my capacity as the authorized Representative of the Applicant, legally represent for and on behalf of the Applicant that:

1. the Applicant provides its explicit consent to the disclosure of the information identified as non-confidential by Alberta Innovates in its sole discretion;
2. the Applicant Representative is legally authorized to submit this Application for and on behalf of the Applicant and has the requisite power to legally bind the Applicant;
3. the Applicant Representative has read and understands the Program Guide;
4. if the Program requires that you provide financial statements, and if the statements attached to this Application are unaudited internally prepared financial statements, the Applicant certifies that financial statements prepared on an audited or review engagement basis were never prepared for the period ended as at the immediately prior fiscal year end of the Applicant;
5. the Applicant meets all the eligibility requirements for an Investment under the Program as set out in the Program Guide;
6. the Applicant declares that it is not aware of any real, perceived or potential conflicts of interest, and will advise Alberta Innovates if such a conflict arises during the Application process and term of the Investment, if the Application is approved.
7. the Applicant agrees and consents to Alberta Innovates contacting the individual(s) or company(s) listed as customer(s) or Project partner(s) in this Application as part of Alberta Innovates' evaluation of the Application;
8. all information contained in this Application including but not limited to the Project and supporting documentation, is true and accurate;
9. the Applicant acknowledges that failure to provide true and accurate information in this Application will result in automatic rejection of the Application;
10. submission of this Application does not obligate Alberta Innovates to make an Investment in the Project and Alberta Innovates has sole and absolute discretion in making its Investment determination; and,
11. if this Application is approved, Alberta Innovates and the Applicant must execute an Investment Agreement, which provides additional contractual terms and conditions governing the Investment made by Alberta Innovates, to the Project before Alberta Innovates will advance funds.

I confirm the truth of all statements made by me in this Application, and agree to all of the terms, conditions, responsibilities and obligations as set out above.

✓ I confirm

INFORMATION SHARING CONSENT

Alberta Innovates is requesting your permission to share information contained in this application with our trusted third parties, for the following purposes. Alberta Innovates is a Provincial (“Crown”) Corporation. It is a steward of public funds and is therefore accountable to its ministry to report on key performance indicators, deliverables, and outcomes achieved through its grants funding. It uses robust internal performance management, evaluation and impact assessment tools to do so, but often requires the assistance of others. To that end, by checking the box below you give Alberta Innovates permission to share information contained within this application with third parties on a strictly confidential basis for the purposes of performance management, evaluation, impact assessment, reporting, and monitoring of outcomes, or for a substantively similar purpose. Your consent is voluntary and can be withdrawn at any time.

APPENDIX A - ATTACHMENTS

The following pages are composed of any PDF uploads the Applicant has attached to this form. Other attachments are listed below, but cannot be attached automatically. These are still viewable on the Submission Portal.

These uploads are (in order):

- Excel Workbooks (1)
- Financial Statements (1)