**EXPRESSION OF INTEREST (EOI) APPLICATION FORM:** THE CLEAN TECHNOLOGY FACILITIES SUPPORT PROGRAM
*Part of the Climate Change Innovation and Technology Framework*

**OVERVIEW**

Climate Change Innovation and Technology Framework (CCITF) Programs are designed to support and enhance the clean innovation ecosystem, to improve Alberta’s ability to reduce greenhouse gases (GHGs) emissions, promote economic diversification, and transition to a lower carbon economic system. Applications will be evaluated based on their potential to achieve the targeted CCITF outcomes. For further information, please review the Clean Technology Facilities Support program guide.

You are invited to submit Expressions of Interest for the following four Clean Technology Facilities Support Programs:



This Expression of Interest form will be used to assess the merits of the proposed application and its fit with the CCITF mandate and strategic priorities of Alberta Innovates. Applicants must complete the form in its entirety. Applicants that fail to use this EOI and complete all sections will not be considered. Proposals exceeding the character count in any section will be arbitrarily truncated or rejected. To learn more about our application process, please visit the [CCITF website](https://albertainnovates.ca/climate-change-innovation-and-technology-framework-ccitf/).

The deadline for submission of EOI’s is **August 30, 2018 at 2:00 PM Mountain Daylight time**. Late submissions will not be accepted. The following timelines are anticipated for the EOI phase of this Competition. Note that AI at its sole discretion reserves the right to alter or cancel the program or change timelines.

|  |  |
| --- | --- |
| **EOI Submission Deadline** | August 30, 2018 2:00 PM MDT |
| **EOI Decision Notification** | October 09, 2018 |

At the Expression of Interest stage of application, the project will be evaluated on the criteria shown below. The applicant will be required to provide information in sufficient detail to allow the evaluation team to adjudicate the project. Please follow the requirements/instructions carefully while at the same time being concise in substantiating the project’s merits.

AI is not responsible for the costs incurred by the applicant in the preparation and submission of any application.

|  |
| --- |
| **Evaluation Criteria** |
| **Opportunity**1. Market Potential
2. Knowledge/Technology Opportunity
 |
| **Outcome Focus**1. GHG Emissions Reduction Potential
2. Economic Benefits to Alberta
 |
| **Implementation**1. Project Plan
2. Project Team and Organization
3. Capacity Building and Training of HQSP
4. Project Funding
 |

Alberta Innovates is governed by FOIP and may be required to disclose 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 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/>.

|  |
| --- |
| SUBMIT THIS EOI VIA Email BY SENDING IT AS A PDF ATTACHMENT TO THE FOLLOWING EMAIL ADDRESS – inbox\_grants@albertainnovates.ca Please use the following file naming convention when submitting your EOI:CCITF – CTFSP – EOI *{Lead applicant lastname.firstname}* – *{Submission DateYYYY-MM-DD}***Example: CCITF – CTFSP – EOI Smart.Alex – 2018-05-04** |

All Investment determinations made by Alberta Innovates (including declining an Investment) are final, non-appealable and binding on the Applicant. Any failure to inform the Applicant of the determination regarding the EOI, within the timelines provided above will not result in any obligation or liability of Alberta Innovates to the Applicant. This EOI will be reviewed by experts from Alberta Innovates and experts who are Arm’s Length from AI. Alberta Innovates may, in its sole and absolute discretion, forward to the Applicant the constructive feedback, but will not provide any information regarding an expert’s personal information. Applicants are not entitled to access any information regarding the experts, including personal information, nor are they entitled to access or review the expert’s recommendation.

Alberta Innovates 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. If you have questions regarding this EOI, please email: KMTeam@albertainnovates.ca

Thank you for your interest in working with us!

**PROJECT INFORMATION**

**Project Title:**

Provide a descriptive project title (*Maximum 150 characters including spaces*).

|  |
| --- |
|       |

## **Project Start and End Date:**

Provide the anticipated start and end dates of the proposed project (*Maximum 150 characters including spaces*).

|  |
| --- |
|      |

## **Applicant Contact Information:**

Include applicant name, professional title, email address and direct phone number.

|  |
| --- |
|       |

## **Applicant Information:**

* Include organization name and department
* Include address, phone number, and website.

|  |
| --- |
|       |

## **Organization Description:**

Please respond ONLY to one of the two following descriptions:

* Provide a description of the organization, including its financial structure, when it was started, the number of employees, what products it sells, annual revenues and other relevant information.
* For post-secondary researcher Applicants provide similar details on the research team(s) and labs, including number of personnel, research foci and history and other relevant information.

(*Maximum 3200 characters including spaces)*

|  |
| --- |
|       |

## **Previous Interactions with Alberta Innovates and Alberta Government Departments:**

Provide a description of any previous interactions with Alberta Innovates and Alberta Government Departments regarding this project proposal. Include who you spoke with, when and a summary of the discussion. Include any past funding for related work or project development discussions.

(*Maximum 3200 characters including spaces*)

|  |
| --- |
|       |

## **Project Non-Confidential Summary (NCS):**

*Should your application be successful, AI reserves the right to publish Applicant Name, Project Title and this NCS. Therefore, please do not include any proprietary information in this summary.*

Please check this box to acknowledge you have read and understand. [ ]

Provide a summary of the proposed project that includes a brief overview of the project objectives, the facilities investments that are being requested (capital and/or operating), the technologies that can be developed/demonstrated at the facility, and how it will achieve the desired outcomes. (*Maximum 3200 characters including spaces*).

|  |
| --- |
|       |

## **Facility Focus:**

Please identify by checking the boxes below, the Climate Change Innovation Technology Framework (CCITF) Facility Support that your project is applying to.

Choose an item.

## **Technology Readiness Level (TRL) Self-Assessment**

Identify the numerical TRL of the project your facility will intake and advance.

The TRL definitions are provided below.

*1 – Basic principles observed and reported*

*2 – Technology concept and/or application formulated*

*3 – Analytical and experimental critical function and/or characteristic proof of concept*

*4 – Component validation in a laboratory environment*

*5 – Component validation in a relevant environment*

*6 – System/subsystem model or prototype demonstration in a relevant environment*

*7 – System prototyping demonstration in an operational environment*

*8 – Actual technology/system completed and qualified through tests and demonstration*

*9 – Actual technology/system proven through successful deployment in operational setting*

|  |  |
| --- | --- |
| Your facility will intake projects at what stages? (List) | Your facility will advance technologies to what stages? (List) |
|       |       |

**EVALUATION CRITERIA**

## **Market Potential**

* Describe the market within Alberta for the proposed technologies that can be advanced in the facility and describe the market potential.
* Describe how the facility can support the opportunity for technology developers to advance commercial deployment.
* Identify potential users of the facility.
* What is the need/gap/opportunity that this project is addressing?
* What other facilities exist in Alberta and how does this project complement/enhance them?

(*Maximum 3200 characters including spaces*).

|  |
| --- |
|       |

## **Knowledge/Technology Opportunity**

Provide a summary of the proposed project that includes a brief overview of the project objectives, the facilities investments that are being requested (capital and/or operating), the technologies that can be developed/demonstrated at the facility, and how it will achieve the desired outcomes (similar to the non-confidential summary above, please expand on the overall project objectives in this confidential section).

If your Project includes requests for capital and/or operating expenses **to enhance an existing facility**, address the following questions:

* Please provide a brief description of the status of your proposed project, including the existing infrastructure in place and how it’s currently utilized.
* Describe how intellectual property (IP) of technologies developed within the facility will be handled.

If your Project includes requests for capital and/or operating expenses **to** **develop a new facility**, address the following questions:

* Please provide a brief description of the status of your proposed project, including the expected location.
* Describe how intellectual property (IP) of technologies developed within the facility will be handled.

If your Project includes requests for **developing a technology within a facility**, address the following questions:

* Please provide a brief description of the status of your proposed technology.
* Describe the intellectual property (IP) status of the proposed technology, including the origin of any IP, who owns the IP, how any necessary background IP for completing the project was obtained (e.g. developed, licensed, purchased, etc.), freedom to operate, and any terms for its use (e.g. exclusive or limited license, royalties, etc.).
* Indicate whether any new IP is anticipated to be generated during the proposed project and describe any arrangements that have been made between the lead applicant, consortium partners, and others for ownership of IP developed during the project.

(*Maximum 6400 characters including spaces*)

|  |
| --- |
|       |

1. **GHG Emissions Reduction Potential**

Please describe how the facility will enable GHG emissions reductions in Alberta. Describe the potential GHG emissions reductions impacts of proposed projects in the facility for Alberta. Quantify the impact where possible. Identify a representative technology to show the potential for benefits. (*Maximum 3200 characters including spaces*).

|  |
| --- |
|       |

1. **Economic Benefits to Alberta**

Describe the economic benefits that would result from the facility and that could arise from commercial use and market uptake of the facility’s service offerings in Alberta (e.g. economic diversification).

* Identify other potential impacts associated with establishing and continued use of the facility (e.g. market access, attraction of investment).
* Describe and quantify the employment opportunities that would be created in Alberta from the proposed facility.

(*Maximum 3200 characters including spaces*).

|  |
| --- |
|       |

1. **Project Plan**

State the project objectives and outline the work plan that will achieve those objectives. Provide a description of the project scope, tasks, deliverables, schedule, and budget.

* For projects focused on enhancing or developing new infrastructure:
* Describe the required capital and operating expenses,
* Describe the lifetime of the facilities support required and how the facility will operate independently from future funding after the CCITF program.
* Describe the end-of-life plan for the facility should the identified gap that the facility serves be closed.

(*Maximum 6400 characters including spaces*).

|  |
| --- |
|       |

## **Project Team and Organization**

For projects request for capital investments and/or operating expenses to **enhance existing or new infrastructure**, address the following:

* Describe the facility design team, including roles and responsibilities and technical expertise relevant to the proposed project, business/research focus, etc. Identify the lead person.
* Please describe the facility operations and support team, including roles and responsibilities and technical expertise relevant to the proposed project, business/research focus. Identify the lead.

For projects request for **developing a technology in a facility**, address the following:

List the project partners and describe their role in the project (e.g. researcher, subject matter expert, industry partner etc.).

* Describe the facility operations and support team, including roles and responsibilities and technical expertise relevant to the proposed project, business/research focus. Identify the lead.

(*Maximum 3200 characters including spaces*).

|  |
| --- |
|       |

## **Capacity Building and Training of HQSP**

**Facility Access:** Provide a description of how your facility will provide access to technology developers, post-secondary institutions, industry and other stakeholders.

**Capacity Building:** Provide estimates of the facility’s expected contribution to the training of highly qualified personnel (HQSP) in Alberta, their retention, and the attraction of HQSP from outside the province including:

* number of people attracted and trained at the facility; and
* number of research jobs & student/postdoctoral fellow/research associate supports created at the facility.

(*Maximum 3200 characters including spaces*)

|  |
| --- |
|       |

## **Project Funding**

Please fill in the funding table below. All amounts should be in Canadian dollars. Please indicate if the funds are committed or applied for:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|

|  |  |  |  |
| --- | --- | --- | --- |
| CASH SOURCES | AMOUNT (CAD) | STATUS |  |
| Amount Requested from AI |       |  Applied for |  |
| Amount Supplied by the Applicant  |       | Choose an item. |  |
| AMOUNT SUPPLIED BY GOVERNMENT(S) OR THIRD PARTIES (PLEASE LIST) |  |
| * Alberta Government
 |       | Choose an item. |  |
| * Federal Government
 |       | Choose an item. |  |
| * Other Government
 |       | Choose an item. |  |
| * Party 1
 |       | Choose an item. |  |
| * Party 2
 |       | Choose an item. |  |
| TOTAL |       |  |  |
| SUMMARY OF ELIGIBLE EXPENSES |  |
| Source | **Amount (CAD)** |  |
| * Labour
 |       |  |
| * Materials
 |       |  |
| * Capital Assets & Software
 |       |  |
| * Travel
 |       |  |
| * Sub-Contractors
 |       |  |
| * Other
 |       |  |
| TOTAL |       |  |
| IN-KIND CONTRIBUTIONS |  |
| Description | **Source** | **Equivalent Amount (CAD)** |  |
|       |       |       |  |
|       |       |       |  |
|       |       |       |  |
|       |       |       |  |

 |

**APPLICATION ATTACHMENTS**

* Attach a project schedule/Gantt chart.
* Attach relevant figures or images referenced in the proposal text (maximum 2).

**SIGNATURES**

|  |
| --- |
| 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 Expression of Interest to promote success stories about innovation in the Province of Alberta and/or (2) use certain information contained within this Application to verify information contained herein. On these bases, Alberta Innovates deems the following information in this Application to be non-confidential and subject to disclosure by Alberta Innovates in its sole discretion at any time: Applicant and Applicant Representative Contact Information, Project Title and Non-Confidential Summary.Alberta Innovates will also aggregate certain information contained within this EOI 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 Applications submitted by Applicants.**Consent and Declaration of Applicant**By submitting this EOI, 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:* The Applicant acknowledges, understands and agrees to the disclosure of non-confidential information and aggregate information as identified above, by Alberta Innovates in its sole discretion;
* The Applicant Representative is legally authorized to submit this for and on behalf of the Applicant and has the requisite power to legally bind the Applicant;
* The Applicant Representative has read and understands the Guide;
* All information contained in this EOI including but not limited to the Project and supporting documentation, is true and accurate;
* The Applicant acknowledges that failure to provide true and accurate information in this EOI will result in automatic rejection of the EOI;
* Submission of this EOI 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
* If this EOI is approved, and the ensuing full proposal are also 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.
 |

|  |  |
| --- | --- |
| **Team Leader’s Name**       | **Title/Organization**      |
| **Signature**  | **Date** |
| **Applicant Representative’s Name**      | **Title/Organization (Applicant)**      |
| **Signature** | **Date** |

**Optional:**

By signing below, I acknowledge I am willing to allow Alberta Innovates to share this application with trusted funding partners.