**EXPRESSION OF INTEREST APPLICATION FORM:**

Water Innovation Program 2018 Call for Proposals

This Expression of Interest (EOI) application form will be used to assess the merits of the proposed application and its fit with the Alberta Innovates mandate and strategic priorities of the Water Innovation Program (WIP). Applicants must complete the form in its entirety. Applicants that fail to use this EOI application form and complete all sections will not be considered. Proposals exceeding the page limit will be truncated.

The deadline for submission of EOI’s is **September 28, 2018 at 3:00 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.

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| **EOI Submission Deadline** | September 28, 2018 3:00 PM MDT |
| **EOI Decision Notification** | November 16, 2018 |

The applicant is required to provide information in sufficient detail to allow the evaluation team to assess 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.*

Alberta Innovates is governed by the Freedom of Information and Protection of Privacy Act (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. Applicants are encouraged to familiarize themselves with FOIP. Information regarding FOIP can be found at <http://www.servicealberta.ca/foip/>.

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| SUBMIT THIS EOI VIA Email BY SENDING IT AS A **PDF ATTACHMENT** TO THE FOLLOWING EMAIL ADDRESS: [WIP-2018-OpenCall@albertainnovates.ca](mailto:WIP-2018-OpenCall@albertainnovates.ca)  Please use the following file naming convention when submitting your EOI:  WIP Call 2018 - EOI - *{Lead applicant}* - *{Submission Date YYYY-MM-DD}*  **Example: WIP Call 2018 - EOI - ABC Company - 2018-08-20** |

* Complete this EOI application form based on the instructions provided here and in the WIP 2018 Call for Proposals, Expression of Interest Guideline document.
* All text in [square brackets]is for your guidance and should be deleted.

**From this POINT to the CONSENT AND DECLARATION SECTION, THE COMPLETED FORM SHOULD NOT EXCEED 8 Pages. PAGES beyond this limit WILL BE REMOVED.**

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| **PROJECT INFORMATION** | |
| Project Title: |  |
| Lead Applicant Organization: |  |
| Project Location(s): |  |
| Project Start Date: |  |
| Project End Date: |  |
| Total Project Budget: |  |
| Requested AI Funding: |  |
| Project Type: | Choose a project type. |
| WIP Theme (best fit): | Choose a theme. |

|  |  |
| --- | --- |
| **CONTACT INFORMATION** | |
| Lead Applicant: |  |
| Job Title: |  |
| Organization: |  |
| Address: |  |
| Phone: |  |
| Email: |  |

**PROJECT NON-CONFIDENTIAL SUMMARY**

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| *Should your application be successful, AI reserves the right to publish the Applicant Organization, Project Title and this non-confidential summary. Therefore, please do not include proprietary information in this summary.*  Please check this box to acknowledge you have read and understand: |

[Provide a summary (300 words max) of the proposed project that includes a brief overview of the project drivers and objectives, the proposed research/technology, and how the project will result in water benefits in Alberta. The summary should be written in plain language.]

**OPPORTUNITY**

[Describe the proposed research/technology, including innovative aspects and relative excellence/competitiveness of the approach. Describe the current status, and how the research/technology will be advanced through completion of the project.]

**RELEVANCE AND BENEFITS TO ALBERTA**

[Describe how the research/technology will address a water related challenge/opportunity in Alberta. How will the project outcomes address investment priorities of the Water Innovation Program, the Alberta Water Research and Innovation Strategy and/or Water for Life? Include quantification of water related benefits where possible. Briefly describe any ancillary economic and environmental benefits. Identify any policies/regulations that the project outcomes may inform or support.]

**KNOWLEDGE TRANSLATION AND ADOPTION POTENTIAL**

[Describe how the proposed project supports widespread uptake of the research and/or accelerates commercialization of the technology. Describe the opportunity for uptake/adoption beyond the proposed project. Discuss the plans for knowledge transfer and distribution of learnings from the project.]

**PROJECT IMPLEMENTATION**

**Work 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. Table format is preferred.]

**Project Team and Partners**

[Describe key members of the project team, including roles and responsibilities and technical expertise relevant to the proposed project. Identify the project champion. List the project partners, describe their role in the project and level of commitment (committed, in discussion, etc.). **Note:** The project team and/or partners must include an end-user or problem owner. Confirmation of partner commitment will be required at the FPP stage.]

**Funding**

[Fill in the funding tables below. All amounts should be in Canadian dollars. Please indicate if the funds are committed or applied for.]

*Cash Contributions*

| CASH SOURCES | AMOUNT ($CAD) | STATUS |
| --- | --- | --- |
| Amount Requested from AI |  | Applied for |
| Amount Supplied by the Applicant |  | Choose an item. |
| [Please list others] |  | Choose an item. |
| [Please list others] |  | Choose an item. |
| [Please list others] |  | Choose an item. |
| TOTAL |  |  |

*In-kind Contributions*

|  |  |  |
| --- | --- | --- |
| DESCRIPTION | SOURCE | EQUIVALENT AMOUNT ($CAD) |
|  |  |  |
|  |  |  |
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**CONSENT AND DECLARATION (not included in page count)**

**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.

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| **Team Leader’s Name** | **Title/Organization** |
| **Signature** | **Date** |
| **Authorized Representative’s Name** | **Title/Organization** |
| **Signature** | **Date** |