

-SAMPLE APPLICATION- FOR AICE CONCEPTS, 2021

Applicant: Dummy Corporation

Project Title:

Application ID:

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: Dummy Corporation
Applicant Trade Name (if applicable): Dummy Dummy
Applicant Civic Address line 1: 250 Karl Clark Road
Applicant Civic Address line 2 (if applicable):
Applicant City: Edmonton
Applicant Province/State: Alberta
Applicant Country: Canada
Applicant Postal Code/Zip Code: T6N 1E4
Website: <https://albertainnovates.ca/>
Corporate Access Number: 101010101
Primary Sector: Public administration

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

No word limit

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 word limit

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?

Yes

Please provide Alberta Innovates representative name(s):

no word limit

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)?

For a description/definition of conflict of interest, [click here](#).

Yes

Provide details:

no word limit

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?

For a description/definition of conflict of interest, [click here](#).

Yes

Provide details:

no word limit

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

Yes

Provide the previous Applicant name:

10 word limit

Is this a Re-Application?

Yes

If you are submitting a Re-Application, it is on a one-time basis, resulting from the Applicant being declined previously for the same Investment under the same Program. Provide details as to when the original Application was submitted and what changes and/or revisions have been made in this Application:

300 word limit

**Does this Application Yes
have a Co-Applicant
Organization?:**

Legal Name:

**Trade Name (if
applicable):**

Civic Address line 1:

Civic Address 2:

City:

Province/State:

Country: ----- Select One -----

Postal Code/Zip Code:

Website:

Entity Structure: Please Select

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

Jurisdiction of Incorporation/Entity Registration Province: Please Select

Corporate Access Number:

If applicable

Primary Sector: Select

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

Detailed Applicant Information

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

Applicant Current Development Stage

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

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

Select

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.

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: Sunil Rajput
Title: Senior Business Partner, Health Innovation
Designations:
Email: sunil.rajput@albertainnovates.ca
Work Phone: 780-306-3090
Department/Faculty:
Address: Suite 1500 10104 - 103 Avenue NW
City: Edmonton
Province / State: Alberta
Country: Canada
Postal Code / Zip Code: T5J 0H8

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

no word limit

Co-Applicant Representative

**Representative First
Name:**

**Representative Last
Name:**

Representative Title:

**Representative
Designations:**

Representative Email:

**Representative Phone
Number:**

**Representative
Department/Faculty:**

Representative Address

Line 1:

Representative Address

Line 2:

Representative City:**Representative
Province/State:****Representative Country:** ----- Select One -----**Representative Postal
Code/Zip:**

Non-Confidential Summary

Project Title

No word limit

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 word limit

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 currently addressing the problem.

600 word limit

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 word limit

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

Current State: 1

At Project Completion: 2

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
N/A	N/A	N/A	N/A

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

150 word limit

Describe any IP that may compromise the Applicant's clear path to commercialization or why other IP is not an issue:

150 word limit

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

150 word limit

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 word limit

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 word limit

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. (E.g. saves time; better quality; easier to use; more convenient; minimizes risk; reduces pain; highly credible; socially responsible; saves money; etc).

1000 word limit

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.

600 word limit

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 word limit

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

Yes

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 word limit

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.

2800 word limit

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)
01/04/2021	31/03/2022	12	\$100,000.00	\$100,000.00	\$0.00	\$200,000.00
		% of Total Project Costs:	50.00%	50.00%	0.00%	

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):

Consider identifying all team members, including principal investigator(s).

Team Member	Organization	Title	Relevant Experience / Expertise	Project Role and Responsibility	Project Time Commitment (%)
TEST	TEST	TEST	TEST	TEST	100%

Budget Expenditures and Resources

Provide an explanation/justification of the Project budget expenditures:

Consider providing justification for each budget line. Consider providing details on how in-kind contributions are calculated.

600 word limit

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 word limit

Describe the governance structures that will be used to manage the Project, including decision-making processes, communication channels and project oversight. Discuss how these structures will ensure the Project objectives and deliverables are achieved in a successful and timely manner and facilitate decision making if disagreements occur between parties during the Project:

If appropriate, include a governance structure image in the Support Documents field of the Attachments section.

300 word limit

Describe how the Project partners are supporting this project:

Consider the partner(s) who are supporting the project through activities such as co-funding, co-leading, advising, hosting a pilot on-site, contributing labor/materials/expenses, etc.

300 word limit

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
Technical	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 word limit

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

**During the term of the 5
Project:**

**Five years after the 5
completion of the
Project:**

**Reasonably expected five 5
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 word limit

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

To help inform our decision-making and demonstrate value to our stakeholders, Alberta Innovates may acquire third-party assistance to administer surveys or analyze information. All information shared between Alberta Innovates and third-party vendors is bound to confidentiality agreements. At our request, third-party vendors may also contact Applicants on our behalf to collect additional information. Reporting or dissemination of Applicant information in the public domain is limited to aggregate information only. For clarity, 'aggregate' means removal of personal identifiers such as names, locations and addresses of Applicants and employees, and combining such information with that of other Applicants.

As the representative for Dummy Corporation, please select one of the following:

NO - I do not consent to my Information being shared.

APPENDIX A - ATTACHMENTS

The following pages are composed of PDF uploads the Applicant has attached to this form. Documents that are not in PDF form, or that Alberta Innovates has deemed to contain sensitive information are listed below, but are not attached. Those documents are still a part of the Application and are viewable on the Submission Portal.

These uploads are (in order):

- Digital Health Cycle (1)
- Excel Workbooks (1)