

## Applicant Information

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

**Applicant Legal Name:**

**Applicant Trade Name (if applicable):**

**Applicant Civic Address line 1:**

**Applicant Civic Address line 2 (if applicable):**

**Applicant City:**

**Applicant Province/State:**

**Applicant Country:**

**Applicant Postal Code/Zip Code:**

**Website:**

**Corporate Access Number:**

**Primary Sector:**

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

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**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:**

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(200 Words Max)

## Relationship With Alberta Innovates

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**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.

**Please provide Alberta Innovates representative name(s):**

**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 Technology and Innovation?**

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

**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](#).

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

**Is this a Re-Application?**

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 Words Max)

## Detailed Applicant Information

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### Applicant Current Development Stage

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

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

### Health Innovation Cycle Checklist

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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 Checklist**. Please check all milestones completed to date and attach it in the Attachments section of the Application.

## T4 Employees

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

## Source of Applicant Funding

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## Financial Statements

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**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), as well as consolidated statements for the current fiscal year, up to and including the most recent completed quarter as prepared on an audited, or review engagement, or notice to reader basis. If such audited financial statements do not exist, then unaudited 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. Please see the [Financial Documents](#) resource for assistance with submitting these documents.

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

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## Financial Projections

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**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.

You do not need to upload again if your projections are included in an attached Business Plan.

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

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## Business Plan

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**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

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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:**

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## Non-Confidential Summary

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## Project Title

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## Project Summary

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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)

## Innovation Opportunity

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

## Problem/Challenge To Be Addressed

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**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)

## Description of the Innovation

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**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)

## 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.

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

For a description of TRL levels, [click here](#).

**Current State:**

**At Project Completion:**

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

(150 Words Max)

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

(150 Words Max)

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

(150 Words Max)

## 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)

**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)



**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)

## 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)

**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)

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

Please justify your selection above for initial each 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)

## Project Overview

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**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)

## Project Summary Table

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## Project Workplan, Budget and Team

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### 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 (%)
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### **Budget Expenditures and Resources**

**Provide an explanation/justification of the Project budget expenditures:**

(600 Words Max)

**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)

### **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
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### **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)

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

**During the term of the  
Project:**

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

**Reasonably expected five  
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:**

Consider including 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)

## **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 acknowledges and agrees that it or its Service Provider(s) may be ruled ineligible to receive Alberta Innovates' funding if due diligence reveals the Applicant or Service Provider(s) are transacting with a prohibited entity under Canadian or international sanctions laws, or an entity domiciled or conducting activities in a sanctioned territory;
7. 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;
8. 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;
9. all information contained in this Application including but not limited to the Project and supporting documentation, is true and accurate;
10. the Applicant acknowledges that failure to provide true and accurate information in this Application will result in automatic rejection of the Application;
11. 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;
12. 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; and,
13. neither the Applicant, nor to the knowledge of the Applicant, any service provider or project partner, has paid or agreed to pay either directly or indirectly, any contingency fees for the solicitation, negotiation, or obtaining of Alberta Innovates funding, to any person including a broker, consultant or advisor. "Contingency fee" means any payment or other compensation that is contingent upon or is calculated upon the basis of a degree of success in soliciting or obtaining Alberta Innovates funding. It is Alberta Innovates policy that any applications that involve the payment of a contingency fee will be rejected.

**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.**

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### **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.

### **SEARCHES OF PUBLICLY AVAILABLE RECORDS**

Alberta Innovates invests public funds in the projects it supports. As a steward and custodian of public funds, Alberta Innovates undertakes routine due diligence on all applications. This due diligence may include corporate, bankruptcy and litigation searches.

Alberta Innovates requests your consent to conduct similar or related searches on the Applicant company’s principals (eg. founders, senior management, officers, directors, shareholders). Your consent is voluntary, however the failure to provide consent may impact our ability to gather information Alberta Innovates needs to make reasonable and informed decisions. All information is collected pursuant to section 33(c) of Alberta’s Freedom of Information and Protection of Privacy Act.

## **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)