Connaught Innovation Award – Application Form

**Invention Disclosure Deadline: Thursday August 27, 2020**

**Notice of Intent Deadline: Thursday September 10, 2020**

**Full Application Deadline: Thursday October 15, 2020**

## **Applicant Information:**

|  |  |  |
| --- | --- | --- |
| Last Name, First Name: | | Personnel Number: |
| Department: | | Faculty: |
| Academic Rank: | E-mail Address: | |
| Technology Readiness Level (TRL): *The award provides one-time seed funding to support technology validation, product development, and market connection for projects at TRL 4 and above as defined by* [*Science and Economic Development Canada (SEDC)*](http://www.ic.gc.ca/eic/site/080.nsf/eng/00002.html)*: “Level 4 – Component and/or validation in a laboratory environment: Basic technological components are integrated to establish that they will work together. Activities include integration of "ad hoc" hardware in the laboratory.” Projects with a lower TRL may be considered on a case-by-case basis if they include evidence of market need from industry, investors, community partners, or other organizations, and identify potential follow-up funding to advance the TRL.* | | |

***In order to be considered for this program, all applicants are required to answer the*** [***University of Toronto’s Employment Equity Survey***](http://equity.hrandequity.utoronto.ca/employment-equity/) ***by no later than October 15, 2020****. Applicants may voluntarily self-identify in any of the groups, or log a response indicating that they decline the survey. Self-identification data is important to the University’s ability to accurately identify barriers to inclusion and to develop strategies to eliminate these barriers. Aggregated results as of the closing of this posting will be sent to the Research Equity and Diversity Strategist and may be accessed by only a small number of designated senior administrators within the Division of the Vice-President, Research and Innovation. If you have already completed the survey, thank you; your responses will be included in the aggregated results. The information is used by the University to determine programs, initiatives, and recruitment strategies, including those related to the administration of internal funding programs.*

## **Project Title:**

|  |
| --- |
|  |

## **Amount of Connaught Funding Requested:**

Please provide the total amount of Connaught Funding requested up to a maximum of $50,000. Detailed line items and budget justifications should be reserved for section 11 a) and b)

|  |
| --- |
|  |

## **Co-Applicant Information:**

|  |  |
| --- | --- |
| **Last Name, First Name:** |  |
| **Department, Faculty:** |  |
| **Email Address:** |  |

|  |  |
| --- | --- |
| **Last Name, First Name:** |  |
| **Department, Faculty:** |  |
| **Email Address:** |  |

|  |  |
| --- | --- |
| **Last Name, First Name:** |  |
| **Department, Faculty:** |  |
| **Email Address:** |  |

## **Disclosures:**

Has the project been publicly disclosed or published? **If yes, provide details of the public disclosure** (name of publication, conference or other and the date of disclosure)

|  |
| --- |
| No  Yes (please provide details) |

Please indicate the file number(s) of the related confidential invention disclosure(s) made to the Innovations & Partnerships Office under the U of T Inventions Policy (e.g. RIS #1000XXXX). Explain how this/these disclosure(s) relate to this Connaught Innovation Award application

|  |
| --- |
|  |

Has this disclosure(s) been previously funded through the Connaught Innovation Award? **If yes, provide details**

|  |
| --- |
| No  Yes (please provide details) |

## **Other Funding:**

Please list other funding opportunities related to this project which you have explored. Indicate the sponsor, the amount requested or awarded, and its funding status. This information will not be used to reduce the level of funding should your project be awarded; rather, it helps the Review Panel understand how the proposal is distinct from what has been funded. If you are requesting funding for items already funded by other source(s), the Review Panel will be interested in understanding how the Connaught funding will make a difference and bring added value to your commercialization effort. Insert additional rows if necessary.

|  |  |  |  |
| --- | --- | --- | --- |
| **Sponsor** | **Amount Requested/ Awarded** | **Status** | **Comment** |
|  |  |  |  |
|  |  |  |  |

## **Project Description:** (up to one page)

Describe the innovation and outline the research and development objectives. Highlight the strength/novelty, technical complexity, risk, feasibility of the project. Also include the current progress, development, and milestones.

|  |
| --- |
|  |

## **Potential for Commercial & Socio-Economic Benefit:** (up to one page)

Describe the unmet market or socio-economic need and the competitive landscape (market size and segmentation). Explain how this innovation answers the unmet need. Provide examples of any competitive products and/or processes currently available and how this innovation is unique. Briefly describe the potential benefit to society if this innovation were commercialized.

|  |
| --- |
|  |

## **Commercialization/Knowledge Transfer Plan:**

## Commercialization Objective & Plan: (up to three pages, attach separate pages if necessary)

Please address the following points as appropriate, expanding on/utilizing the analysis provided above:

* List the most likely commercial applications of this innovation;
* Outline the commercial analysis that has been undertaken to assess this opportunity and its potential advantages;
* Describe any marketing efforts that have been carried out to date for this opportunity;
* Include the identification of risk factors that may prevent or impede adoption or commercialization;
* What is the proposed business model;
* What is the likeliest route or scenario by which the innovation can achieve commercial application;
* What is the timeline to achieve commercial application;

|  |
| --- |
|  |

## Regulatory Issues: (up to half a page)

Identify regulatory hurdles that must be addressed to bring the innovation to market, if applicable.

|  |
| --- |
|  |

## Collaboration and Funding by Companies or Other Partners: (up to one page)

Outline any existing partnerships with private, non-profit or other sectors (i.e. financial/investment, consulting/management advice), describe the potential for further collaboration and funding by companies or other partners.

|  |
| --- |
|  |

## **Intellectual Property (Patents, Copyright, Trademark and/or Know-how):**

## Intellectual Property: (up to half a page, any details on patents or publications to be included as Supplementary Materials to this application)

Describe the status of the innovation from an intellectual property perspective (i.e. innovation developers, pre-existing obligations, patent status, trademarks or copyright). Please address the following points as appropriate:

* Was a patent, copyright or trademark search or “freedom to operate” search performed? If yes, please list up to 10 of the most relevant patents, copyright or trademarks (as applicable).
* State the status of appropriate IP protection (i.e. provisional patent application, software copyright etc.).
* Provide a patent, trademark or copyright strategy and outline plans for protecting any IP arising from the funding.
* Is the Intellectual Property based in know-how? If so, what know-how could be transferred to a commercial entity that would give it a commercial advantage and by what mechanism would this transfer happen?

|  |
| --- |
|  |

## **Budget Justification & Project Management:**

## Proposed Cash Budget:

Please refer to the guidelines for a detailed list of eligible expenses

|  |  |
| --- | --- |
| **Budget item** | **Dollar Amount (CDN)** |
| Salaries and benefits (students, technicians) | $ |
| Business development services (max. $5,000) | $ |
| Technical and scientific services | $ |
| Services of technical experts, intellectual property application fees, travel and marketing expenses (max. $2,500) | $ |
| Research equipment (max. $2,500 per piece), laboratory animals, laboratory and facility fees | $ |
| Laboratory consumables | $ |
| **TOTAL** | $ |

## Budget Justification: (up to half a page)

Provide a detailed justification for each line item above (11a).

|  |
| --- |
|  |

## Milestones:

Clearly identify milestones and estimate starting and completion dates. Insert additional rows if necessary.

|  |  |  |
| --- | --- | --- |
| **Milestone** | **Start Date** | **Completion Date** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

* 1. Project Team: (no space limit, attach separate pages if necessary)

List the lead investigator and members of the project team including their position, institutional affiliation, expertise, ongoing role and responsibilities within the project. Also, include the decision-making responsibilities and processes.

|  |
| --- |
|  |

## **12. Equity, Diversity and Inclusion** (no limit):

## Describe how equity, diversity and inclusion have been/will be considered and addressed in the development and management the project team. (Please do not disclose identifying information about team members.) In addition, describe (as applicable to the project) how considerations of diversity (including sex, gender, and other factors) have been integrated into the development of the invention. If considerations of diversity are not applicable or appropriate to the invention, please provide a brief justification. For further information on integrating diversity into technology and product design, please visit [GBA+](https://cfc-swc.gc.ca/gba-acs/course-cours-en.html) and [Gendered Innovations](https://genderedinnovations.stanford.edu/).

|  |
| --- |
|  |

## **13. Potential Outcomes and Next Steps:** (up to half a page)

Present a synopsis of the further development of the innovation beyond the duration of Connaught funding in order to commercialize the innovation. Address the following points as appropriate:

* Briefly describe what will happen upon successful completion of the project (i.e. additional development, license opportunity, start-up company)
* Include a detailed description of next steps, with emphasis on the financing model and development objectives; including timelines.

|  |
| --- |
|  |

## Supplementary Materials (10 pages or less)

Optional supporting documents include relevant innovation background information, published patent information, and principal investigator publication references or abstracts.

|  |
| --- |
| **Submission Instructions:**  Both a Notice of Intent (NOI) and a full Application form must be submitted for each project before the appropriate deadlines. Please refer to the guidelines for further information  Only final Connaught Innovation Award applications are to be submitted electronically in PDF format as **one file** using the naming convention: LastFirst\_IA\_2020, via [MRA](https://easi.its.utoronto.ca/administrative-web-services/my-research-mr/) (My Research Applications).  Please ensure that your application is presented according to the following specifications:   * Single-spaced * Body text in a minimum 11 pt font * Condensed fonts will not be accepted   Applicants are encouraged to login to MRA well in advance of the submission deadline to ensure login credentials are correct. Once the MRA has been submitted, it is recommended that you notify both your Chair/Director and Vice-Dean/Principal Research that your application is pending their approval and needs action before the competition deadline.  The system utilizes your UTORID and password (the same used to check @utoronto.ca email). If you encounter problems contact the RAISE help desk (416-946-5000, [RAISE@utoronto.ca](mailto:RAISE@utoronto.ca)).  [Please consult the My Research - Application User Guide for additional information.](http://www.research.utoronto.ca/wp-content/plugins/document-manager/download.php?id=86)  Inquiries regarding award administration (i.e. competition deadline, application submission, eligibility, adjudication, award announcement and fund set-up) should be directed to [Connaught.secretariat@utoronto.ca](mailto:Connaught.secretariat@utoronto.ca)  Inquiries regarding confidential disclosure, proposal development, intellectual property, evaluation criteria and project management should be directed to [commercialization@utoronto.ca](mailto:commercialization@utoronto.ca) |