**Connaught Innovation Award**

**APPLICATION FORM**

**Invention Disclosure Deadline: Thursday September 1, 2022**

**Notice of Intent Deadline: Thursday September 15, 2022**

**Full Application Deadline: Thursday October 20, 2022**

# Applicant Information:

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| **Last Name, First Name:** | **Personnel Number:** |
| **Department:** | **Faculty:** |
| **Academic Rank:** | **Email 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 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. |

**All University of Toronto applicants are required to complete the Employment Equity Survey in order for their application to move forward to the review stage of the competition.**

All applicants to this funding opportunity are required to answer the [University of Toronto’s Employment Equity Survey](https://easi.its.utoronto.ca/administrative-web-services/employee-self-service-ess/) by no later than the application deadline. In completing this survey, applicants may voluntarily self-identify in all applicable groups, or they may log a response indicating that they decline the survey. Self-identification data is important to the University’s ability to accurately identify barriers to participation 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 (VPRI). Any information directly related to you is confidential and cannot be accessed by the reviewers or by VPRI staff. If you have already completed the survey, thank you; your responses will be included in the aggregated results.

Indigenous Research:

Does this project include or impact Indigenous individuals, communities, peoples, topics, lands, or areas of interest?

 Yes [ ]  No [ ]

If Yes, please complete [Appendix A](#AppendixA)

## Project Title:

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## Amount of Connaught Funding Requested:

Applicants can request up to $100,000 per project. Applicants requesting more than $50,000 will require strong evidence of industry interest, leveraged funding opportunities, or investment. Detailed line items and budget justifications should be reserved for section 5 a) and b)

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## Co-Applicants:

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

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

## Disclosure(s):

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. **Note that disclosures previously supported by the Connaught Innovation Award are ineligible for funding.**

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## Collaborations and Funding from Research Organizations, Companies, or Other Partners:

Please list partnerships and other funding opportunities applied for or received (e.g. cash, in-kind, grants, sponsored research, or investments) related to this project from private, non-profit or other sources. Indicate the source, 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.

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| **Partner** | **Amount Requested/ Awarded (“N/A” if no funding is involved)** | **Type of support (e.g. partnership, cash, in-kind)** | **Status** | **Comment** |
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# Project Description: (500 words max.)

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.

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# Market Potential & Socio-Economic Benefit: (1000 words max.)

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 Canada and society if this innovation were commercialized.

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# Commercialization and Knowledge Transfer Plan:

## Commercialization Objective & Plan: (1000 words max.)

Please address the following points as appropriate, expanding on the answer provided above:

* Outline the commercial analysis that has been undertaken to assess this opportunity and its potential;
* List the most likely commercial applications of this innovation;
* Describe any marketing efforts to date for this opportunity;
* Include any 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;

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## Regulatory Considerations: (250 words max.)

Identify the regulatory pathway to bring the innovation to market and how funding will support the process, if applicable.

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# Intellectual Property:

## Intellectual Property: (250 words max.; any details on patents or publications to be included as Supplementary Materials)

Describe the status of the innovation from an intellectual property perspective (e.g. Patents, Copyright, Trademark, Know-how, and pre-existing obligations). Please address the following points as appropriate:

* Was a patent, copyright or trademark search or “freedom to operate” search performed?
* Please list up to 5 of the most relevant patents, copyright or trademarks (as applicable) and how your innovation is different.
* State the status of appropriate IP protection (e.g. provisional patent application, software copyright etc.).
* What is the IP strategy and outline plans for protecting any IP arising from the funding.
* Is the IP 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?

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# Budget Justification, Milestones, and Project Management:

## Proposed Cash Budget:

Please refer to the guidelines for a detailed list of eligible and ineligible expenses. Applicants can request up to $100,000 per project. Applicants requesting more than $50,000 will require strong evidence of industry interest, leveraged funding opportunities, or investment.

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| **Budget item** | **Dollar Amount (CDN)** |
| **Salaries and benefits** for students, researchers and technicians | $      |
| **Professional business development services**, including market research, competitive market intelligence, business plans, legal and regulatory review. Collectively, these costs are capped at $5,000. | $      |
| **Technical and scientific services**, related to prototype development and testing, related analysis, synthesis, machine shop, bench scale fabrication and demonstration, hardware or software design, feasibility study and technology assessment, or scale-up and preclinical evaluation services | $      |
| **Intellectual Property**, e.g. Patent, Copyright or Trademarks, including services of technical experts, application, or prosecution fees. Collectively these costs are capped at $10,000. | $      |
| **Travel**, **conference and marketing** expenses related to commercializing the intellectual property. Collectively these costs are capped at $2,500; | $      |
| **Research equipment**, laboratory animals, and laboratory/facility fees. Collectively these costs are capped at $10,000.  |  |
| **Laboratory consumables** including chemicals, reagents, and lab kits. | $      |
| **TOTAL REQUESTED FROM CONNAUGHT** | $      |

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| Funding and In-Kind Contributions received from Other Partners  | $      |

## Budget Justification: (250 words max.)

Provide a detailed justification for each line item above (5a).

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## Milestones:

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

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| **Milestone** | **Start Date** | **Completion Date** |
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1. Project Team: (no space limit)

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.

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# Equity, Diversity and Inclusion (500 words max):

 Describe how equity, diversity and inclusion have been considered and addressed in the development of the project team and (where applicable) in the research design of the proposed project.

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# Potential Outcomes and Next Steps: (250 words max.)

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.

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# Supplementary Materials (10 pages or less)

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

**Appendix A**

Impact on Indigenous individuals, communities, peoples, topics, lands, or areas of interest.

**Complete this section only if you selected “Yes” to the Indigenous Research question on page 2.**
There is no word limit for this section, but we ask you to provide enough detail for reviewers fully evaluate the impact on/engagement with Indigenous peoples and communities.

1. Does your research take place with or in an Indigenous community or communities? (Provide details).

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1. How was the research topic identified? Provide details of the process and the relationship with the community.

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1. Provide details about the community engagement process and activities of the research (timing, nature of engagement and involvement).

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1. Describe the benefit(s) of the research for Indigenous communities, and who decides what the benefits are and how they are measured (researcher, university, community, other).

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1. Describe accommodations for local Indigenous language, culture and community protocols in the research.

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1. How will Indigenous community members be involved in data analysis and knowledge translation? (Please provide details.)

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1. Describe how the research uses and operationalizes the OCAP (Ownership, Control, Access, and Possession) principles. Provide details about procedures.

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1. How will the Indigenous community have access to the data?

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1. How is Indigenous data governance being addressed in the research? (Be specific).

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| Submission Instructions:**The** **full application deadline is 11:59pm on Thursday October 20, 2022.**Final applications are to be submitted **via** [**MRA**](https://easi.its.utoronto.ca/administrative-web-services/my-research-mr/) **(My Research Applications)** in **one** **PDF file** using the naming convention: **LastFirst\_IA\_2022.**Please ensure your application is submitted according to the following specifications:* Single-spaced
* Body text in a minimum 11 pt font
* Condensed fonts will not be accepted

**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 approval and needs action before the competition deadline.**Applicants are encouraged to login to MRA well in advance of the submission deadline to ensure login credentials are correct. The system utilizes your UTORID and password (the same used to check @utoronto.ca email). If you encounter problems, please consult the My Research - Application User Guide or the RAISE help desk (416-946-5000, RAISE@utoronto.ca).Award decisions are expected by January 2023. 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 Inquiries regarding invention disclosure, proposal development, intellectual property, evaluation criteria and project management should be directed to commercialization@utoronto.ca |