CANADA FOUNDATION FOR INNOVATION

College Fund

Call for proposals

Last updated May 2025

Building partnerships between colleges and their communities

INNOVATION
Canada Foundation for Innovation
Fondation canadienne pour l'innovation

Table of contents

About the Canada Foundation for Innovation

With a bold, future-looking mandate, the CFI equips researchers to be global leaders in their fields and to respond to emerging challenges. Our investments in state-of-the-art tools, instruments and facilities at universities, colleges, research hospitals and non-profit research institutions underpin both curiosity- and mission-driven research that cuts across disciplines and bridges all sectors. The research infrastructure we fund mobilizes knowledge, spurs innovation and commercialization, and empowers the talented minds of a new generation.

The Canada Foundation for Innovation respectfully acknowledges that its head office is located on the traditional, unceded territory of the Anishinaabe Algonquin People.

Part 1 – What you need to know about this competition

Purpose of the College Fund

The purpose of the College Fund is to support partnerships between colleges and a range of public, private or not-for-profit partners.

Through the College Fund, the CFI:

- Supports innovative projects that enhance the capacity of Canadian colleges to carry out applied research and technology development across all disciplines
- Provides colleges with the research infrastructure to foster partnerships (in their strategic priority areas) with the public, private or not-for-profit sector.

The innovation generated through these research partnerships must address the social, business, health or environmental needs of a Canadian industry or community. It is expected to lead to the creation or adaptation of knowledge and technology to develop or improve a product, process or service.

The proposed activities and requested infrastructure supported through this fund should not:

- Duplicate existing services or facilities in the region
- Be used to compete with private-sector businesses.

Participation from the public, private or not-for-profit sectors

The level of involvement of partners from the public, private or not-for-profit sectors is a key consideration in making funding decisions. We consider close collaboration between the college and its partners essential to enabling innovation that is relevant to the industry or community.

We expect proposals to clearly demonstrate the commitment of partners including their active participation and contribution to the applied research program and their anticipated benefits.

Our commitment to equity, diversity and inclusion

The CFI is committed to the principles of equity, diversity and inclusion (EDI). In all our activities, we recognize that a breadth of perspectives, skills and experiences contributes to excellence in research.

Equity: We aim to ensure all CFI-eligible institutions have the opportunity to access and benefit from our programs and CFI-funded research infrastructure through our well-established, fair and impartial practices.

Diversity: We value attributes that allow institutions and their researchers — from any background and from anywhere — to succeed. These include individual attributes such as gender, language, culture and career stage; institutional attributes such as size, type and location; and attributes that encompass the full spectrum of research, from basic to applied and across all disciplines.

Inclusion: We encourage a culture of collaboration and partnership which includes contributions from and engagement among diverse groups of people, institutions and areas of research to maximize the potential of Canada's research ecosystem.

We believe that nurturing an equitable, diverse and inclusive culture is the responsibility of every member of the research ecosystem, including funders, institutions, researchers, experts and reviewers.

Objectives of the College Fund

The objectives of the College Fund are to:

- Create and enhance partnerships with the public, private or not-for-profit sectors that lead to innovation. These innovations must address social, business, health or environmental needs of a Canadian industry or community
- Enhance and optimize the proven applied research capacity of the college that is related to the proposed applied research or technology development activities
- Generate social, economic, health or environmental benefits locally or nationally including the development of highly qualified personnel.

Important dates

We hold one competition per year, with the deadline falling on the same day every year. If the deadline falls on a weekend or holiday, it will be extended to the following business day.

Table 1: Deadlines

Activity	Deadline
Deadline to submit proposals	September 17
Decision by CFI Board of Directors	March Board meeting

Competition budget

The CFI will invest up to $15 million in research infrastructure funding and will fund up to 40 percent of a project's eligible infrastructure costs. We will also provide up to $4.5 million for associated operating and maintenance costs through the Infrastructure Operating Fund.

Operating and maintenance costs

We will contribute to the operating and maintenance (O&M) costs of funded projects through our Infrastructure Operating Fund. Your institution will automatically receive an allocation equivalent to 30 percent of the CFI contribution to your funded projects.

Eligible institutions

Canadian colleges recognized as eligible to receive funding from the CFI can apply to this competition. If your institution is already eligible, make sure your institutional agreement with the CFI is up to date before you submit a proposal.

Institutions that are not currently eligible must provide the necessary documentation to become eligible no later than July 9 before the proposal deadline. Email us at eligibility@innovation.ca to find out more about the process and supporting documents required to apply for institutional eligibility.

How many proposals can a college submit?

Colleges can submit up to three proposals per competition.

Eligible infrastructure projects and costs

An eligible infrastructure project involves acquiring or developing research infrastructure to enhance existing applied research or technology development capacity. Eligible costs are described in section 4.6 of our Policy and program guide.

The research infrastructure must be used to carry out applied research or technology development activities with public, private or not-for-profit partners. It may be used for training purposes only in cases where the training is linked to an applied research or technology development program.

How much funding can a college request?

Colleges can submit proposals with total CFI requests of between $60,000 and $1 million.

We expect that research computing resources funded through the College Fund and which cost more than $100,000 will typically be housed, managed and operated by the Digital Research Alliance of Canada (the Alliance). Consult with the Alliance if you are planning to request advanced research computing infrastructure. Visit the Alliance's website for information on their established process for facilitating collaboration with institutions.

To be eligible for funding, research infrastructure expenditures and in-kind contributions must either be forthcoming or have taken place no more than 12 months before the proposal submission deadline. We consider expenditures incurred once goods are received, services have been rendered or work has been performed.

Consult our Policy and program guide for more information on eligible infrastructure projects.

Maximum time to implement projects

The CFI reserves the right to withdraw its support for projects not finalized within nine months of funding decisions, or for which the final financial report is not submitted within four years of the funding decisions.

Infrastructure location

The infrastructure is typically located at a CFI-eligible institution. Infrastructure may be located outside an eligible institution when this is the most effective way to proceed, provided the eligible institution retains majority interest and exercises de facto control over access to and use of the research infrastructure.

If the infrastructure will be located outside the applicant institution, an inter-institutional agreement will be required as part of the post-award finalization process.

Eligible partner funding

The CFI will fund up to 40 percent of a project's eligible infrastructure costs. For the remaining 60 percent, we encourage you to work with potential funding partners at an early stage in the planning and development of proposals.

The following partners are eligible to contribute to the infrastructure project:

- Institutional funds, trust funds or foundations
- Firms and corporations
- Departments and agencies of the federal government
- Departments and agencies of provincial, territorial and municipal governments
- Not-for-profit organizations
- Individuals.

Funding from the federal research funding agencies (Natural Sciences and Engineering Research Council of Canada (NSERC), Social Sciences and Humanities Research Council (SSHRC) and Canadian Institutes of Health Research (CIHR) is not considered partner funding.

Consult our Policy and program guide for more information about eligible and ineligible cash and in-kind partner contributions.

Review process

Proposals will be evaluated in a two-stage review process, with final funding decisions made by the CFI's Board of Directors.

Figure 1: Review process

Rating scale

We use a five-point rating scale with statements about the degree to which a proposal meets each criterion standard or competition objective.

Figure 2: Rating scale

EX	SA	SW	PS	NS
Satisfies and significantly exceeds the criterion standard/ objective in one or more aspects	**Satisfies** the criterion standard/ objective in all aspects	Satisfies the criterion standard/ objective with only a few **minor weaknesses**	**Partially satisfies** the criterion standard/ objective with some significant weaknesses	**Does not satisfy** the criterion standard/objective due to major weaknesses

Expert review

In the first stage of review, experts review the proposals to assess their strengths and weaknesses in relation to the five assessment criteria.

We select expert reviewers from diverse sectors for their specific expertise in the area of the proposal. They are knowledgeable about the needs of the targeted industry or community and the college environment.

Only proposals that meet the threshold of excellence can advance to the next stage of review. (See "What is the threshold of excellence?").

What is the threshold of excellence?

Proposals will meet the threshold of excellence unless they receive three or more ratings of "Satisfies the criterion standard with minor weaknesses" or one of "Partially satisfies the criterion standard" or "Does not satisfy the criterion standard."

What are the assessment criteria?

Expert reviewers evaluate proposals based on five assessment criteria that reflect the three competition objectives:

Table 2: The College Fund's assessment criteria and standards

Assessment criteria	Criterion standard
Applied research or technology development	The proposed applied research or technology development activities respond to clearly identified needs of an industry or community and have been developed in collaboration with partners to ensure the research achieves the intended outcomes.
Partnerships	The institution has demonstrated its ability to build and maintain productive partnerships with an industry or community. The institution has identified partners for the planned applied research or technology development activities. The institution has a plan to stimulate new partnerships with the industry or community.
Infrastructure	The requested infrastructure is necessary and appropriate to conduct the proposed applied research or technology development activities. It enhances and integrates with the college's existing applied research capacity. The infrastructure will be optimally used and maintained to ensure continued collaborations with, and relevance to, the industry or the community.
Team	The team comprises the breadth of expertise and experience needed to conduct the proposed applied research or technology development activities and operate the requested infrastructure.
Benefits	The proposed activities are likely to lead to social, economic, health or environmental benefits at the local or national level. The proposed activities will enable the development of highly qualified personnel.

See Part 3 – Criterion standards and instructions for details on how to address each assessment criterion in your proposal.

Multidisciplinary Assessment Committee

In the second stage of review, the Multidisciplinary Assessment Committee (MAC) assesses the proposals that met the threshold of excellence at the expert review stage.

We select MAC members for their broad understanding of the applied research and technology development environment, the role of colleges in the innovation process and the needs of partners.

The MAC conducts a careful analysis of the proposals and of the reports of the expert reviewers. They have two responsibilities:

- Identifying proposals that best meet the three competition objectives relative to other competing requests
- Providing a funding recommendation and funding amount for each project to the CFI Board of Directors.

Collaborating with provinces and territories

To coordinate the review processes and avoid duplication of efforts, we will share the following with relevant provincial and territorial funding authorities:

- Proposals
- Reports of the expert reviewers

We will disclose these documents only in accordance with agreements between the CFI and provincial or territorial authorities, as permissible pursuant to the Privacy Act.

The review process for proposals submitted by an institution from Quebec is administered by expert reviewers under the jurisdiction of the Government of Quebec following a longstanding partnership between it and the CFI. Provincial or territorial authorities may be invited to submit their views on alignment of the proposals with provincial or territorial research priorities. These may be used for consideration by the MAC, where appropriate.

We encourage institutions to work with relevant provincial and territorial funding authorities as partners at an early stage in the planning and development of proposals.

Funding decisions

The CFI Board of Directors will make funding decisions for this competition annually at its March meeting. Following this meeting, we will notify your institution of the decisions and share the review material for your proposals in the CFI Awards Management System (CAMS). You may start the implementation of projects as soon as decisions have been communicated. You need not wait until the public announcement.

Security considerations

Recipient institutions should conduct a consistent due diligence review of potential security risks for funded projects and put in place timely measures to appropriately mitigate those risks. Tools and guidance are available through the Government of Canada's Safeguarding Your Research portal, National Security Guidelines for Research Partnerships and Safeguarding Science workshops.

Public announcement

The Government of Canada organizes and makes public announcements of new funding from the College Fund. Public announcements provide institutions, their researchers and partners, along with government representatives, the media and the CFI, opportunities to highlight the research and technology development enabled by CFI-funded infrastructure in their communities. We encourage institutions to work with local and national media after the announcement to promote the benefits of research and technology development to Canadians.

Part 2 – How to apply

Tools to apply

Use the CFI Awards Management System (CAMS) to prepare, share and submit your proposals. This call for proposals and the Getting started with CAMS document contain all the information you need to apply to this competition, including guidelines for preparing proposals. All submissions must conform to these guidelines.

We strongly recommend that you review the completed proposal forms before you submit them to make sure they comply with these guidelines.

Submitting proposals

The proposal should clearly present the project's merits and excellence. Provide enough information to enable reviewers to evaluate the proposal according to the assessment criteria and competition objectives.

We describe below the various sections that must be completed in CAMS.

Project module

The project module consists of the following sections:

- Project information
- Plain language summary and project summary
- Team
- Assessment criteria

Project information

The "project information" section captures basic information about the project such as the title, applicant institution and keywords.

Plain language summary and project summary

For the plain language summary, briefly describe what is being researched, how the research is being done and why it is important. Focus on the expected impacts and benefits to Canada, beyond academic accomplishments. This summary may be used in the CFI's communications products and on its website if the project is funded.

For the project summary, provide a general description of the research or technology development activities to be conducted and an overview of the infrastructure you are requesting. This summary must address the extent to which the proposal meets the competition objectives. (See "Objectives of this competition.")

Keep in mind that this summary should use language appropriate for non-experts as it is mainly intended for the Multidisciplinary Assessment Committee.

Team

The team can be comprised of research and technical staff from your college and partners, as well as administrative and business development staff from your college and academic collaborators.

You can identify up to eight team members, including team leaders, in proposal forms.

Team members:

- Must have a CAMS account
- Must agree to participate in the project before you can submit the proposal
- May be from organizations that are not CFI-eligible.

You can select up to two team leaders to allow you to recognize leaders within the team and to compose a more diverse research team.

The user who creates the proposal in CAMS (typically a researcher) must be associated with the administrative institution and will be a team leader by default. They will have the opportunity to designate an additional team leader. The newly designated team leader does not need to be associated with the administrative institution.

The CAMS user who creates the proposal will be responsible for completing the "Submit to institution" step in CAMS.

Assessment criteria

For instructions on how to address each of the assessment criteria, see "Part 3 – Criterion standards and instructions."

Address the criteria according to the instructions to make your proposal as strong as possible.

Experts rate the degree to which each proposal meets each criterion standard, whereas the MAC rates the degree to which the proposal meets each competition objective.

Document structure

Address the assessment criteria in a PDF document and upload it to CAMS. Include key information on how the proposal meets the objectives and assessment criteria for this competition. Make sure the document follows the formatting guidelines for attachments outlined in the Getting started with CAMS documents for researchers or institutional administrators.

Address the criteria in the order that they appear in Part 3 of this document.

Page limits

The page limit for your PDF document depends on the amount you are requesting and on whether you write your proposal in French or English. We allow more pages for proposals written in French. This provision is in support of evidence demonstrating that documents written in French require approximately 20 percent more space than similar documents in English, and will ensure an equitable amount of space for proposals written in either official language.

Table 3: Page limits

	Maximum number of pages	
Total CFI request ($)	**Proposals written in English**	**Proposals written in French**
$60,000 to $250,000	13	16
More than $250,000 up to $1 million	18	22

You have flexibility in how you address the assessment criteria. You could, for example, add figures and diagrams. The distribution of pages among criteria is at your discretion, up to the total page limits noted above.

A validation error that restricts the assessment criteria attachment to the appropriate page limit will only occur when the team leader sets the proposal to "complete" and your college sets it to "verified" or tries to submit it to the CFI.

Format for attachments

CAMS will automatically paginate proposals when they are submitted. Do not paginate your document before uploading it to CAMS.

Since reviewers will assess proposals electronically, use a standard, single column on an 8.5" x 11" page layout. Avoid using a two column or landscape format since it is harder to read on screen.

Legibility is paramount and should take precedence in the selection of an appropriate font. Use a 12-point, black font and single line spacing (six lines per inch) with no condensed type or spacing.

We also expect documents to conform to the following guidelines:

- **Header:** Indicate the applicant institution on the top left and the project number on the top right of each page.
- **Footer:** Do not include any information in the footer as this area will be used for automatic page numbering.
- **Page margin:** Insert a margin of no less than one inch around the page. The header may be within the margin.
- **File format and size:** Only upload PDF files. Documents in other formats should be converted to PDF before being uploaded and should not be encrypted or password protected. The file size must not exceed 20 megabytes.

Adherence to these page formatting guidelines is necessary to ensure that reviewers receive legible proposals, and that no applicant will have an unfair advantage by using smaller type, line spacing or margins to provide more text in the proposal. If you do not adhere to these guidelines, we may return your proposal to be revised.

Collaborating institutions

If applicable, identify the CFI-eligible institutions collaborating on this project. A collaborating institution is one that receives part of the infrastructure.

Finance module

The finance module in CAMS consists of the following sections:

- Cost of individual items
- Construction or renovation floor plans (if applicable)
- Contributions from eligible partners
- Infrastructure utilization
- Financial resources for operation and maintenance
- Overview of infrastructure project funding (generated automatically).

Please refer to this module when addressing the "Infrastructure" criterion.

Cost of individual items

Bundle items into functional groupings when completing the "Cost of individual items" section. Provide details and justification for each item within a group when addressing the "Infrastructure" criterion in the assessment criteria document.

Consult the Policy and program guide for more information on eligible costs for infrastructure projects.

List only the eligible infrastructure acquisition and development costs. List the full cost of each item. Retain documentation (price lists, quotes, etc.) so they can be provided to the CFI if requested.

If the infrastructure will be used for purposes other than research or technology development, list only prorated research or technology development costs.

The total eligible costs must include taxes (net of credits received), shipping and installation. However, do not calculate taxes on the in-kind portion.

Follow your existing institutional policies and procedures when preparing budget estimates. We expect costs included in this budget to be close estimates of fair market value.

Consult the Policy and program guide for information on how to assess in-kind contributions.

Floor plans (if applicable)

Upload a PDF that contains the following information:

- A timeline identifying key dates for the various stages of the proposed construction or renovation
- Floor plans of the proposed new area(s), showing the location of the infrastructure and scale of the plans (when construction or renovation involves multiple rooms). The floor plans must be legible when printed in black and white on standard letter-size paper (8.5" x 11")
- The overall cost of the construction or renovation project, categorized by cost component (i.e., direct costs, soft costs and contingency costs), when these costs are expected to be in excess of $500,000.

Upload the timeline, floor plans and cost breakdown as a separate PDF. These pages do not count toward the page limit for the "Assessment criteria" section of the proposal. If any of the pages of the attachment provide information other than for the intended use, we will remove them from the proposal.

Contributions from eligible partners

List all contributions from eligible partners. Do not include the amount requested from the CFI. Provide the partner name and type, as well as a breakdown of contributions (cash and in-kind) for each eligible partner. Bundle all expected in-kind contributions from vendors into a single line. If partner contributions are expected but have not yet been confirmed, outline the plans for securing these funds.

Only cash or in-kind contributions made to the eligible costs of a project are considered eligible partner contributions. Include contributions from research partners only if they are for the acquisition of CFI-eligible infrastructure.

We do not consider cash or in-kind contributions for applied research or technology development activities (except the purchase of infrastructure) to be eligible partner contributions. However, you can mention these in the proposal as evidence of the partner's engagement in the applied research program.

Consult our Policy and program guide for more information about eligible and ineligible cash and in-kind partner contributions.

Infrastructure utilization

Explain the use of the requested infrastructure for CFI-eligible (research, technology development and associated training) and non-eligible (e.g., education, administration, clinical or other service function) purposes and any applicable prorating of costs.

"Associated training" refers only to cases where the training is linked to an applied research or technology development program.

For non-eligible infrastructure use, explain the methodology used to estimate the percentage of use for each category and how the budget was prorated.

Financial resources for operation and maintenance

This section captures the annual costs and funding sources needed to ensure the effective operation and maintenance of the research infrastructure for the first five years after it is implemented.

Sustainability is assessed and is an integral part of the review process; it may influence the recommendations of the Multidisciplinary Assessment Committee.

How is the useful life of research infrastructure defined?

The useful life of the research infrastructure is the period over which it is expected to provide benefits and be usable for its intended purpose, factoring in normal repairs and maintenance.

If the useful life of some of the infrastructure items requested is longer or shorter than five years, provide information in the "Assessment criteria" section of the proposal regarding the operating and maintenance needs for these items over their useful life. (See "How is the useful life of research infrastructure defined?")

Do not include costs related to research and/or technology development in the "Funding sources for operation and maintenance" table.

If funding sources include the Infrastructure Operating Fund (IOF), list these in the "institutional contribution" category.

Explain estimated costs and sources of support in the assessment criteria attachment.

Overview of infrastructure project funding

CAMS automatically populates the tables in the "Overview of infrastructure project funding" section with information taken from the other sections of the finance module. The amount requested from the CFI is calculated based on the difference between the total contributions from eligible partners and the total eligible costs.

Suggested reviewers module

We encourage you to suggest reviewers with the appropriate expertise who are at different stages of their career, with diverse backgrounds and from underrepresented groups as appropriate for the proposed program.

Provide a minimum of six potential reviewers who:

- Are experts in the specific area of the proposal and have a thorough understanding of the Canadian innovation process and the college environment
- Are knowledgeable about the needs of the targeted industry or community
- Come from the college applied research community or from the public, private and/or not-for-profit sectors, excluding partners and collaborators (at least half the suggested reviewers must be from either the college community or the targeted industry or community)
- Can provide an independent assessment of your proposal
- Are not in a conflict of interest.

If the proposal does not include adequate and qualified reviewers, we will return it to you for additional suggestions.

The decision whether to contact the reviewers you suggest remains with the CFI.

Use of generative artificial intelligence

The use of generative artificial intelligence (AI) in preparation of proposals is an emerging and complex issue. We encourage you to review and follow the Draft guidance on the use of artificial intelligence in the development and review of research grant proposals. Individuals remain personally accountable for the complete contents of their application.

Part 3 – Criterion standards and instructions

Objective 1

Create and enhance partnerships with the public, private or not-for-profit sectors that lead to innovation. These innovations must address social, business, health or environmental needs of a Canadian industry or community

Assessment criteria under this objective are:

- Applied research or technology development
- Partnerships

Applied research or technology development

Criterion standard: The proposed applied research or technology development activities respond to clearly identified needs of an industry or community and have been developed in collaboration with partners to ensure the research achieves the intended outcomes.

Address each of the following aspects:

- What are the needs of your industry or community and how did you determine them (e.g., stakeholder consultations, environmental scan)?
- What applied research or technology development activities will you undertake with your partners? For each, include the following:
  - What are the objectives?
  - What is the methodology?
  - What are the intended outcomes?

Make sure your descriptions provide a sufficient level of detail for experts in the field who will judge the feasibility of the activities.

Describe collaborations with partners in the "Partnerships" section.

Partnerships

Criterion standard: The institution has demonstrated its ability to build and maintain productive partnerships with an industry or community. The institution has identified partners for the planned applied research or technology development activities. The institution has a plan to stimulate new partnerships with the industry or community.

Address each of the following aspects:

- What is your college's track record of establishing and maintaining research partnerships with the industry or community? Please include information about the:
  - Outcomes of previous partnerships
  - Longevity of previous partnerships
  - Partner contributions to research in the past (e.g., financial, personnel time, participation in the research activities). (Only address the last two aspects if you are requesting more than $250,000.)
- Who are your partners for the proposed applied research or technology development activities?
- How did you select your partners? (Only address this aspect if you are requesting more than $250,000.)
- How will you reach out to the industry or community to stimulate new partnerships?

Objective 2

Enhance and optimize the proven applied research capacity of the college that is related to the proposed applied research or technology development activities

Assessment criteria under this objective are:

- Infrastructure
- Team

Infrastructure

Criterion standard: The requested infrastructure is necessary and appropriate to conduct the proposed applied research or technology development activities. It enhances and integrates with the college's existing applied research capacity. The infrastructure will be optimally used and maintained to ensure continued collaborations with, and relevance to, the industry or the community.

Address each of the following aspects:

- Describe each requested item and justify why acquiring the infrastructure is the best way to meet the needs of the proposed research or technology development program. Indicate the item number, quantity, location, cost that you have entered in the "Cost of individual items" table. Provide a cost breakdown for any grouping of items. For construction or renovation, provide a description of the space including its location, size and nature (e.g., wet lab, greenhouse).
- How does the requested research infrastructure enhance and integrate with the existing research infrastructure at your college?
- How is the requested infrastructure relevant and essential for creating and enhancing collaborations with partners? (Only address this aspect if you are requesting more than $250,000.)
- How is the requested infrastructure versatile and able to respond to immediate and longer-term applied research or technology development needs of the industry or the community? (Only address this aspect if you are requesting more than $250,000.)
- How will the infrastructure be optimally used and maintained? Specify the operating and maintenance costs and revenue sources needed to sustain the requested infrastructure over its useful life (five years and beyond). Refer to the "Financial resources for operation and maintenance" table in the finance module.

When you describe each item, be sure to specify the item's main features so reviewers can judge its suitability for conducting the proposed activities using the methodology described.

Consider explaining how much the infrastructure will be used in your regular operations for the proposed applied research or technology development activities (e.g., number of samples processed per day, hours of operation, number of users).

- If you are requesting funding for construction or renovations essential to house and use the CFI-funded infrastructure or to conduct the research or technology development activities described in the proposal, provide the following information in a separate document as part of the finance module:
  - A timeline identifying key dates for the various stages of the proposed construction or renovation. (We expect colleges to finalize contracts and start the construction or renovation component of a funded project within 18 months of the funding decision. This applies to every site when a project involves multiple sites. While we recognize that some projects involve large and complex construction or renovation components, we expect your college to have completed planning and development work for such a project before applying.)

- Floor plans of the proposed new area(s), showing the location of the requested infrastructure and the scale of the plans
- A detailed breakdown of the overall cost of the construction or renovation project, categorized by cost component (i.e. direct costs, soft costs and contingency costs), when these costs are expected to be more than $500,000.

Team

Criterion standard: The team comprises the breadth of expertise and experience needed to conduct the proposed applied research or technology development activities and operate the requested infrastructure.

Address each of the following aspects:

- What is the experience, expertise and contribution of the research and technical staff (from your college and from your partners) to conducting the applied research or technology development and operating the requested infrastructure?
- How will staff from your college (e.g., administrative, business development) support the research or technology development and ensure the sustainability of the infrastructure? (Only address this aspect if you are requesting more than $250,000.)
- What are the specific challenges or systemic barriers (see "How are systemic barriers defined?") that exist in the context of your research or technology development program that could prevent individuals from underrepresented groups from participating equitably within the research team?
- Describe at least one concrete practice that you put in place to overcome the challenges or systemic barriers previously described and which demonstrates that equity and diversity were intentionally considered when composing the research team and recruiting team members.
- Describe at least one concrete practice that you will adopt to facilitate the ongoing inclusion of underrepresented groups in the research team, and how you will implement that best practice given the challenges or systemic barriers previously described.

For examples of best practices, consult the Government of Canada's Best Practices in Equity, Diversity and Inclusion in Research.

How are systemic barriers defined?

Systemic barriers are defined as policies or practices that result in some individuals from underrepresented groups receiving unequal access to or being excluded from participation in employment, services or programs. Underrepresented groups can include, but are not limited to, women, Indigenous Peoples, persons with disabilities, members of visible minorities/racialized groups, members of LGBTQ2+ communities and early-career researchers.

Objective 3

Generate social, economic, health or environmental benefits locally or nationally including the development of highly qualified personnel

Assessment criterion under this objective is:

- Benefits

Benefits

Criterion standard: The proposed activities are likely to lead to social, economic, health or environmental benefits at the local or national level. The proposed activities will enable the development of highly qualified personnel.

Address each of the following aspects:

- What are the anticipated benefits of the applied research or technology development activities for the industry or community beyond the outcomes described in the "Applied research or technology development" section? This can include knowledge mobilization and technology transfer activities.
- What is your plan for training highly qualified personnel through applied research or technology development activities (e.g., co-op projects, capstone projects, paid internships) using the requested infrastructure? How many people will be trained and which skills will they acquire?
- Describe at least one action that you will take to promote equitable access to applied research or technology development opportunities for highly qualified personnel using the requested infrastructure. What efforts will be taken to ensure an inviting and inclusive training environment? (While we encourage you to consider this aspect in your applied research or technology development activities, you are not required to provide information. We will assess this aspect in a future competition.)

If applicable, quantify the anticipated benefits of the applied research or technology development activities for the industry or community (e.g., number of jobs created, amount of increased revenue, number of people helped).