**NBIF-Mitacs Joint Accelerate Program – Lab-to-Market funding request**

**Description**:

This form is an optional Addendum to the Mitacs Accelerate application, for researchers applying for the joint NBIF-Mitacs opportunity. For more details, refer to the link below.

You should fill out this form if the following applies to you:

* you are a researcher at a New Brunswick research institution, and meet NBIF’s eligibility requirements (see our [Research Award Admin guidelines](https://nbif.ca/wp-content/uploads/2020/03/NBIF-Research-Award-Administration-Guidelines-1.pdf) for more info)
* you are submitting a Mitacs Accelerate application for the joint [NBIF-Mitacs Program](https://nbif.ca/nbif-mitacs-accelerate-internships/)
* you would like to request additional funding (no more than $50,000) to enhance your Mitacs Accelerate project.

Funding requested via this form can be used for any of NBIF’s approved research expenses – a full list can be found in our Research Award Administration guidelines, but things like lab consumables, equipment, stipends etc. are included. The expenses must be related to the research project described in your Mitacs Accelerate application.

Approval of this addendum is separate from approval of your Mitacs application – it is possible that you may be approved for the Mitacs while your additional funding request is rejected. You may apply for this funding before you receive a decision on your Mitacs Accelerate award. Approval of this addendum will be conditional on the Mitacs award being approved.

To apply, you will need to:

* Demonstrate that you have matching funds requested or secured to meet a 2:1 (other sources:NBIF) minimum leverage ratio. The Mitacs award is a valid leverage source, but you must have at least one additional cash leverage source in addition to the Mitacs Accelerate award
* Demonstrate how the NBIF funding will be used to further enable your project
* Submit your Mitacs Accelerate application, but the project must not have started
* Satisfy our evaluation criteria (listed in Section D at the end of this form)

Completed application forms should be sent to [researchservices@nbif.ca](mailto:researchservices@nbif.ca). If approved, funding will be disbursed to the Principal Investigator as an NBIF Lab-to-Market award and will be subject to the normal conditions of NBIF awards (including reporting requirements). It will take approximately 4-6 weeks to receive a decision on your addendum request.

Links:

[NBIF Research Award Administration guidelines](https://nbif.ca/wp-content/uploads/2020/03/NBIF-Research-Award-Administration-Guidelines-1.pdf)

[NBIF-Mitacs joint opportunity description](https://nbif.ca/nbif-mitacs-accelerate-internships/)

[Mitacs Accelerate application form](https://www.mitacs.ca/en/programs/accelerate/proposal)

**NBIF-MITACS JOINT ACCELERATE PROGRAM ADDENDUM - APPLICATION FORM**

**SECTION A – BASIC INFORMATION**

**Mitacs application number (if known):**

**L2M Fund Reference No**. **(NBIF use only):**

**Principal Investigator**:

**PI e-mail**:

**Organization**:

**Project Title (must be the same as the Mitacs project title):**

**Anticipated Start Date:**

|  |  |
| --- | --- |
| **Attachments** | **Check if included** |
| Mitacs Accelerate Application |  |
| Resume/CV of the PI |  |
| Budget (only if not using the table in the form below) |  |

**Section B: Project Information**

**Why do you need additional funding to support your Mitacs Accelerate project? (200 words max)**

**If this request is approved, what additional outcomes will be enabled? (200 words max)**

**Any additional information which is not included in the Mitacs application, but addresses the NBIF evaluation criteria in Section D: (200 words)**

**Section C: Financials**

**Describe the other sources of funding (leverage) available – please note that the Mitacs Accelerate award is a valid leverage source: (150 words max)**

**Leverage sources (include the Mitacs Accelerate award and the accompanying partner contribution in this table. There must be at least one other source besides the Mitacs Accelerate award)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Source of Funds** | **Requested or Secured** | **Contribution in Cash ($)** | **Contribution in kind ($)** |
|  |  |  |  |
|  |  |  |  |

**Requested contribution from the NBIF**: (dollars) $

**Budget (include the use of the Mitacs Accelerate award and other leverage sources in this table):** (fill in this table or add an attachment in your preferred format):

|  |  |  |
| --- | --- | --- |
| **Item** | **Source** | **Cost** |
|  |  | $ |

**SECTION D: Evaluation (for NBIF use only)**

NBIF will use the following score sheet to review each application. A score of “does not meet criteria” on any one criterion point will result in an automatic rejection.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Does not meet criteria | Somewhat meets criteria | Meets Criteria |
| **Satisfies eligibility requirements** |  |  |  |
| **Knowledge dissemination plan** – there is a plan in place to share the results of the project, and the partner is engaged in this plan |  |  |  |
| **Outcomes** - this funding will enable relevant outcomes that enhance the impact of the project |  |  |  |
| **Relevance to the partner** – The project has to potential to improve the partner’s services or products. |  |  |  |
| **Ability to Execute** – Sufficient evidence is presented that the PI, research team, and partners have ability, skill, and resources to complete the project. |  |  |  |
| **Student Participation** – The student is offered a valuable, experiential learning opportunity. |  |  |  |