**Circular Economy Seed Funding**

**Proposal Form**

Please review the [Program Guideline](https://ok-mmri.sites.olt.ubc.ca/files/2019/12/Circualr-Economy-Funding-Guideline.pdf) before filling out this form.

**Application type**

|  |
| --- |
| Stream 1 (one SME partner) |
| Stream 2 (at least two SME partners involved under the same project) |

**SME(s) information**

|  |  |
| --- | --- |
| Company-1 name: | |
| Website: | Contact name, position: |
| Email: | Phone: |
| Address: | |
| Please acknowledge the eligibility of the company for this program:  a Canadian or provincially incorporated business,  less than 500 employees,  for-profit,  located/have a branch in British Columbia (BC). | |
| Please provide the name and email address of the SME’s current NRC IRAP Industrial Technology Advisor (ITA)\*: | |
| Company-2 name, if applying under stream 2\*\*: | |
| Website: | Contact name, position: |
| Email: | Phone: |
| Address: | |
| Please acknowledge the eligibility of the company for this program:  a Canadian or provincially incorporated business,  less than 500 employees,  for-profit,  located/have a branch in British Columbia (BC). | |
| Please provide the name and email address of the SME’s current NRC IRAP Industrial Technology Advisor (ITA)\*: | |

\* The company is encouraged to discuss the project with its respective ITA before launching it with the researchers (upon approval of the application). Please refer to the [Program Guideline](https://ok-mmri.sites.olt.ubc.ca/files/2019/12/Circualr-Economy-Funding-Guideline.pdf) if the SME does not currently work with an ITA and would like to inquire one through assistance of IRAP Client Engagement Advisors.

**\*\*** Use additional tables for more companies if needed.

**Faculty member(s) leading the project**

|  |  |  |
| --- | --- | --- |
| Full name | Department | Email |
|  |  |  |
|  |  |  |

**Project information**

|  |
| --- |
| Project title: |
| Project rationale and relevance to circular economy (maximum 250 words): |
| Project objectives—both short-term, within the timeline of the current fund, and long-term (bullet points): |
| Project methodology pertaining to the current fund (maximum 500 words): |
| In-kind contribution from the company to support the project (maximum 100 words): |
| Plan for establishing long-term collaboration between researchers and the industry partner (maximum 100 words): |
| Start date: |
| End date (projects should take normally 2-4 months to complete): |

**Project timeline**

|  |  |
| --- | --- |
| **Milestones** | **Month** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Project budget**

|  |  |  |
| --- | --- | --- |
| **Cost item** | **Amount** | **Note** |
| Salary |  | - Stream 1: max $4,500; Stream 2: max $9,500 |
| Lab fee | $500 | - Fixed amount under this program to cover the costs of using lab equipment, research tools and other facility at UBC towards the company project. This fee will be processed centrally by the program management team. |
| Total |  | - Stream 1: max $5,000; Stream 2: max $10,000 |
| * Budget justification—briefly explain the number of anticipated research assistants and their expected tasks and number of work hours @$40/hr: | | |

**Submission:** Please email the proposal form to mahdi.takaffoli@ubc.ca.