How to Apply – Application and Approval Process

To receive TEAM funding, applications must successfully follow this approval process:

O Initial Contact

First contact initiated by proponent, delivery agent or TEAM

- TEAM Eligibility Screen
- **Delivery Program Approval** project initiative receives approval from a federal delivery program

Eligible for TEAM Funding

• Concept Paper

Proponent works with delivery agent to develop and submit a project concept paper to TEAM

(1a) TEAM Review and Due Diligence

(1b) Exec Strategic Review – Exec reviews, and agrees to have the concept further developed in a full proposal

Concept Approved

2 Proposal

Project proponent works with TEAM and the delivery agent to develop a TEAM funding proposal, which includes: a TEAM <u>Project</u> <u>Recommendation Form</u>, an initial estimate of the project's GHG mitigation potential using the <u>SMART-Lite</u> method, and supporting documents (including a technology business plan)

(2a) IRC Recommendation - IRC reviews the proposal and makes a funding recommendation

(2b) Exec Decision – Exec reviews the proposal and makes an approval decision

Proposal Approved

3 Project Master Plan Project proponent works with TEAM and SMART Pre-qualified Consultant on the development of a <u>Project Master Plan</u> based on the <u>SMART</u> process	Contribution Agreement Delivery agent, with input from TEAM, drafts a contribution agreement between the proponent and the Crown
ADM Final Approval and Sign-Off	Agreement on SMARTTEAM Review
Funding and Agreement Signed-Off	

Acronyms: ADM = Assistant Deputy Minister Exec = Executive Committee IRC = Interdepartmental Review Committee SMART = System of Measurement and Reporting for Technologies