

Atlantic Innovation Fund – Round IV

COSTS and FINANCING TEMPLATES

TEMPLATE A – PROJECT COSTS

	Year 1	Year 2	Year 3	Year 4	Year 5	Total - Years 1-5
ELIGIBLE COSTS						
<u>Buildings and Renovations:</u>						
Building						
Major renovations						
Leasehold improvements/Minor renovations						
<u>Other Capital Costs:</u>						
Computer equipment						
Special purpose equipment						
Technology rights						
Various (<i>please specify</i>)						
<u>Wages and Salaries:</u>						
Wages and salaries						
Payroll benefits						
<u>Other Operating Expenses:</u>						
Direct materials and consumables						
Lease/Rent of facilities						
Professional fees and consultants						
R&D subcontracts and services						
Travel expenses						
Other direct incremental costs (e.g., general office expenses, courier charges, utilities)						
SUBTOTAL – ELIGIBLE						
NON-ELIGIBLE COSTS						
Land						
Non-incremental – Salaries						
Interest/Financing/Bank fees						
Promotion and selling expenses						
SUBTOTAL – NON-ELIGIBLE						
TOTAL PROJECT COSTS						

On a separate page(s), provide a breakdown of the costs included in the above cost lines, except for the Wages and Salaries category, which should be detailed in Template B. Yearly breakdown not required.

TEMPLATE B – WAGES AND SALARIES DETAIL

	Name of person, if known	Identify Key Positions (✓)	Qualifications (e.g., Ph.D., technician)	Annual Salary or Wages	Time Charged to Project	Eligible Project Costs
<u>Research and Development (R&D) Personnel:</u>						
Position					%	
					%	
					%	
					%	
					%	
					%	
					%	
<u>Backfilling of Faculty Personnel (for non-commercial proponents only):</u>						
					%	
					%	
<u>Supervisory/Administration Personnel (e.g., Project Manager):</u>						
					%	
					%	
<u>Payroll Burden for Employee Benefits</u>						
YEAR ONE TOTAL						

List all personnel and positions that will be assigned to the project. For existing faculty assigned to the project, provide the name(s) in the “R&D Personnel” section and insert zero (0) in the column “Eligible Project Cost”. In the “Backfilling of Faculty Personnel” section, name the faculty member being replaced and insert the expected Annual Salary or Wages of the replacement.

If the project is expected to employ a stable number of employees throughout the AIF funding period, it may be sufficient to complete one form for the first year, and indicate adjustments for expected salary increases with an explanatory note, or proponents could complete a separate form for each year. However, if a ramp-up or scale-down is expected, completion of a separate form for each year is required.

THIS FORM MAY BE INSERTED IN AN ENVELOPE, SEALED AND MARKED: “TEMPLATE B – CONFIDENTIAL”

TEMPLATE C – PROJECT FINANCING

	Program or Type	<u>Secured</u> Yes or No	Year 1	Year 2	Year 3	Year 4	Year 5	Total Years 1-5
CASH CONTRIBUTIONS								
Requested Funding from AIF								
<u>Other federal funding:</u>								
(name of department or agency such as CFI, NSERC, NRC, CIHR, SSHRC, etc.)								
<u>Funding from Provincial Government:</u>								
(name of province)								
Contribution from the Proponent								
<u>Contribution from Collaborator/Partner:</u>								
(name of collaborator)								
<u>Other sources (please specify):</u>								
SUBTOTAL – CASH								
NON-CASH CONTRIBUTIONS								
<u>Contribution from Collaborator:</u>								
(name of collaborator and related non-cash contributions, e.g., equipment, staff)								
<u>Other sources (please specify):</u>								
SUBTOTAL – NON-CASH								
TOTAL PROJECT FINANCING								

In the “Program or Type” column, if government funding, name the program. For other sources, indicate the type of funding expected (e.g., loan, donation, rebate).

For each secured financing, include a copy of the letter of offer or contract. If not secured, outline remaining steps to do so.

If funding is tied to a specific cost element(s), provide details.