

TEMPLATE A – PROJECT COSTS

ELIGIBLE COSTS	Year 1	Year 2	Year 3	Year 4	Year 5	Total - Years 1-5
Buildings and Renovations:						
Building						
Major renovations						
Leasehold improvements/Minor renovations						
Total Buildings and Renovations						
Other Capital Costs:						
Computer equipment						
Special purpose equipment						
Technology rights						
Other <i>(please specify)</i> :						
Total Other Capital Costs						
Wages and Salaries:						
Wages and salaries						
Payroll benefits						
Total Wages and Salaries						
Other Operating Expenses:						
Direct materials and consumables						
Lease/Rent of facilities						
Professional fees and consultants						
R&D subcontracts and services						
Travel expenses						
Commercialization activities (e.g. product demonstration, market research, focus groups, patents, conferences, trade shows, customers/end users meetings)						
Other direct incremental costs (e.g. general office expenses, courier charges, utilities)						
Total Other Operating Expenses						
SUBTOTAL – ELIGIBLE						

TEMPLATE A – PROJECT COSTS

	Year 1	Year 2	Year 3	Year 4	Year 5	Total - Years 1-5
NON-ELIGIBLE COSTS						
Land						
Non-incremental – Salaries						
Interest/Financing/Bank fees						
Post R&D promotion and selling expenses						
SUBTOTAL – NON-ELIGIBLE						
TOTAL PROJECT COSTS						

In the comment box below (or on a separate page), 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.

COMMENTS:

TEMPLATE B – WAGES AND SALARIES DETAIL

	Name of person, if known	Identify Key Positions (<i>checkmark</i>)	Qualifications (e.g., Ph.D., technician)	Annual Salary or Wages	Time Charged to Project	Eligible Project Costs
Research and Development (R&D) Personnel: (<i>specify positions</i>)						
Backfilling of Faculty Personnel (for non-commercial applicants only):						
Supervisory/Administration Personnel (e.g., Project/Product Manager):						
Payroll Burden for Employee Benefits						
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 explanatory notes. 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”

COMMENTS:

TEMPLATE C – PROJECT FINANCING

	Program or Type	<u>Confirmed?</u> <i>(Yes or No)</i>	Year 1	Year 2	Year 3	Year 4	Year 5	Total Years 1-5
NON-CASH CONTRIBUTIONS								
Contribution from Collaborator: <i>(name of collaborator and related non-cash contributions, e.g. equipment, staff)</i>								
Total Non-Cash from Collaborator(s)								
Other sources: <i>(specify)</i>								
Total Non Cash from Other Sources								
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 confirmed financing source, please include a copy of the letter of offer or contract (or proof of availability, if shareholder investment). If not yet confirmed, outline the remaining steps to do so.

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

COMMENTS: