

The Centre for Research and Innovation in the Bio-Economy is an independent, not-for-profit research corporation that partners closely with other relevant organizations to provide support to direct and turn research results and innovative business opportunities into operational realities.

Project Funding

The Centre for Research and Innovation in the Bio-Economy provides financial support for the commercialization of research and innovation findings while transferring new technologies to industry in Ontario, Canada and globally. CRIBE will facilitate the creation of new products, new processes, new businesses, new jobs and new wealth for Ontario's forest dependent communities.

Key Criteria

When submitting a proposal for CRIBE, funding support consideration must be given as to how a particular project will contribute to CRIBE's key criteria:

- Commercialization of research and innovation findings using forest biomass
- Transferring new technologies to industry
- Facilitate the creation of new products, processes and technologies
- Attract new business, promote innovation and support jobs and wealth for Ontario's forest dependent communities

Feel free to contact our office to discuss the eligibility of your project.

Program Requirements

Funding Principles

The Province of Ontario is the principle funding partner for the Centre for Research and Innovation in the Bio-Economy.

CRIBE funding can only be applied to eligible expenditures incurred by for-profit companies, publicly funded research centres, universities and colleges that are located in the Province of Ontario.

CRIBE funding can be in the form of grants, loans (including interest-free or interest-bearing, and with outcome-linked conditions for repayment), or a combination of the two.

A grant or loan to any one organization can range from \$150,000 to \$1 million. In exceptional cases, projects valued above or below these amounts may be considered.

CRIBE will invest up to 50% of the total project costs. Participants are expected to contribute at least 25% of the project value as cash with the remaining matching contribution as eligible in-kind contributions. Other sources of project funding are encouraged and their presence will make the project more attractive for CRIBE funding.

Scope of Project

CRIBE investments are expected to commercialize forest biomass material and create wealth. This could include incorporating existing market-ready bio-based materials, chemicals, fuels or processes into Ontario-made products, concepts or processes. Commercialization must be illustrated through product sales or buyer commitment at the end of the project.

Projects involving only proof of concept research will not be funded.

Projects that do not involve the use of forest biomass will not be funded.

Technical Challenge

Projects must advance the bio-economy in Ontario. A literature search, patent search and competitive analysis should be conducted and findings should be included in the project proposal.

Project Reporting

Throughout the duration of the project - at identified milestones - participants are expected to submit status reports, including financial claims to CRIBE. Report preparation is the responsibility of the recipients.

Confidentiality

All reasonable methods will be taken to protect the confidentiality of information submitted on proposal applications.

Selection Criteria

To ensure that the Centre for Research and Innovation in the Bio-Economy's objectives are met, proposals will be assessed against four selection criteria; Benefits to Ontario, Track Record and Potential, Technology Development and Strength of the Proposal. Funded projects will be monitored throughout the duration of the project lifecycle against these criteria.

Benefits to Ontario

- The extent to which the project addresses issues of high priority for the biomass sector in Ontario.
- The extent to which the project yields significant economic benefits to Ontario.
- The likelihood that the project will:
 - Increase investment by the private sector in the bio-economy sector.
 - Accelerate the commercialization of research findings by the sector.
 - Strengthen collaboration within the sector.
- The extent to which the project accelerates the pace of innovation and trains the next generation of innovators.

Track Record and Potential

- The ability of the applicant and participants to attract industry cash investment.
- The achievements of the applicant and participants and their ability to deliver a project.
- Operationally Feasible: The proposal is technically and operationally feasible with the technology to be used, and the estimates and forecasts of conversion rates and productivity.
- Financial Feasible: The capability of the applicant to finance or arrange financing for the proposed initiative and demonstrated understanding of the costs associated with planning, construction and operation of the proposed initiative and necessary infrastructure. The proposal exhibits the potential to be competitive, meet the stated financial objectives and achieve financial success within a reasonable timeframe.

Technology Development

- Identification of spin-off concepts, business relationships, and opportunities that may be derived from the proposal activities.
- Identification of the collaborative relationships that the applicant has developed or will develop and employ to commercialize their innovation.
- Identification of mechanisms or processes to work in the value chain to improve knowledge and the ability to use and benefit from the project deliverables.

Strength of the Proposal

- The quality of the research conducted, the work plan, project participants, locations and schedule, cost breakdown and how results will be measured.
- The unique nature of the concepts and approach.
- The likelihood that the applicant will manage and capitalize on the results.
- Evidence that the applicant has the effective leadership position, possesses sound financial decision-making processes, and appropriate performance reporting.
- Evidence of specific application of knowledge and improvements to current practices.
- Evidence of the creation of novel products, processes and services that are, or will become, useful.
- The extent to which the applicant identifies and addresses risks and mitigation measures associated with the execution and completion of the project.

Eligibility

Mandatory Criteria

To be eligible for funding consideration from the Centre for Research and Innovation in the Bio-Economy, proposals must meet the following mandatory criteria:

- Proposals must be for a forest bio-based product or process commercialization resulting in sales.
- Participants must adequately demonstrate their financial ability to carry out the project.
- Requested funding should be in the range of \$150,000 to \$1 million. Exceptional projects may be eligible to receive a higher amount.
- CRIBE funding can only support eligible expenditures of Ontario based projects.
- Not-for-profit and cooperative organizations are eligible as long as the proposal includes a credible private sector proponent.
- Government agencies are not eligible applicants.

The opportunity to use CRIBE funds to lever or match additional funding from other sources, both public and private, is encouraged as a means of getting maximum value for the limited funds available. However, there are no rigid rules pertaining to levered or matching funding. Each proposal will be judged on its own merit.

Eligible Expenses

Direct Labour

Direct salaries and wages paid by the recipient for individuals directly involved in the project are eligible at the rates shown in payroll documents. These documents may be required for verification or audit purposes.

Benefits

Actual costs of employment benefits are eligible. Benefits costs can include the employer's portion of the Canada Pension Plan, Employment Insurance, health and dental plans, retirement plans and WSIB.

Overhead

Overhead costs of up to 10% of the total project costs are eligible.

Direct Material Costs

Direct material costs including components required to test and produce models and prototypes that are outlined in the project plan are eligible. Copies of original invoices must be submitted with claims for amounts over \$5,000. Invoices below \$5,000 may be requested by CRIBE.

Consultants and Sub-Contractors

Work performed by a consultant or sub-contractor is an eligible expense if it is outlined in the original project plan.

Equipment

To be an eligible expense, all equipment and purchase costs must be described in detail in the original project plan. Copies of the original invoice for all equipment over \$25,000 must be submitted with project claims.

Rentals

Costs of renting equipment essential to the project plan are eligible.

Eligible In-Kind Contributions

- Direct labour, benefits and overhead for personnel and facilities that are essential to the project plan but that are in no way being compensated for by CRIBE funding.
- Direct materials that are essential to the project plan but are in no way being purchased by CRIBE funds.
- Equipment costs are eligible at the lesser of market value or book value where the equipment is essential to the project plan and which has not been purchased, leased or rented, in part or entirely with CRIBE funding.
- Rental costs that are in no way being covered by CRIBE funding.
- Costs associated with patent search or filing in Canada, the U.S.A. and Europe are eligible if the patent search or file is directly related to the project plan and occurred within 18 months of submitting the project plan to CRIBE.
- If the value of the contribution is difficult or impossible to determine or if the recipient does not provide adequate documentation, the contribution will be deemed ineligible.

How to Apply

If you feel your project meets the Centre for Research and Innovation in the Bio-Economy's eligibility criteria, please send us your project business plan. Submissions must include the following and be a maximum of 10 pages excluding appendices:

- A one page executive summary that clearly communicates the project goals and timeline.
- A bio-based product or process description with reference to literature review and competitive analysis (to be included as appended material).
- Description of the Intellectual Property strategy (if applicable).
- A market plan and analysis. The application is expected to demonstrate that the participants have an in-depth understanding of the market opportunity for the bio-based product or process, based on sound market intelligence, including knowledge of the scope and scale of markets and customer needs.
- Sales forecasts.
- Organization chart and biographies of staff involved with the project.
- Financial information sufficient to demonstrate the financial viability of the proposal and the proponent's ability to provide their share of the proposed project funding (to be included as appended material).
- A project budget. Provide a detailed breakdown of the total expenditures expected for the project outlining participant contributions - in kind and cash - and requested contribution from CRIBE.

Your project business plan should also address:

- What will be the benefits for northern Ontario?
- How can an investment by CRIBE help your organization?
- What will be the other sources of funding for the project? Applicants must declare if other provincial funds will be used as part of the matching contribution.

Application Process

- 1) Please submit proposals electronically to ceo@cribe.ca
- 2) We will confirm receipt of the proposal and ask applicants to identify any Centre for Research and Innovation in the Bio-Economy Board of Directors or staff who may be in a conflict of interest position during proposal review.
- 3) Proposals that are complete and have met all key criteria will be presented to the Investment Committee. The Investment Committee may use a third party assessor with experience and knowledge relevant to the proposals under consideration. This individual will be capable of making an informed assessment of the comparative merits of the proposal and advising on priorities for funds. The Investment Committee will have up to four weeks to review proposals.
- 4) If the Investment Committee determines a proposal requires further due diligence from a third party service provider, that provider will have up to four weeks for their review. Recommendations from the due diligence process will be delivered by staff to the Investment Committee for a second review.
- 5) The Investment Committee makes proposal recommendations to the Board of Directors. The Board of Directors meets to make proposal funding decisions either in person or electronically.
- 6) Decisions by the Board of Directors are final.
- 7) All applicants will be notified in writing regarding the status of their proposal.
- 8) Recipients for approved projects will be required to sign an agreement with CRIBE outlining the project and funding terms and conditions.
- 9) Successful projects including the recipient's name, project title and project amount will be publicly announced.
- 10) If the proposal is complete at the time of submission, the process should not exceed 100 days from onset to the final Board of Director's decision.
- 11) CRIBE will accept proposals on the first day of every month. CRIBE's total annual project funding will be approximately \$3 million. CRIBE will continue to accept applications until all project funds are committed.



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