

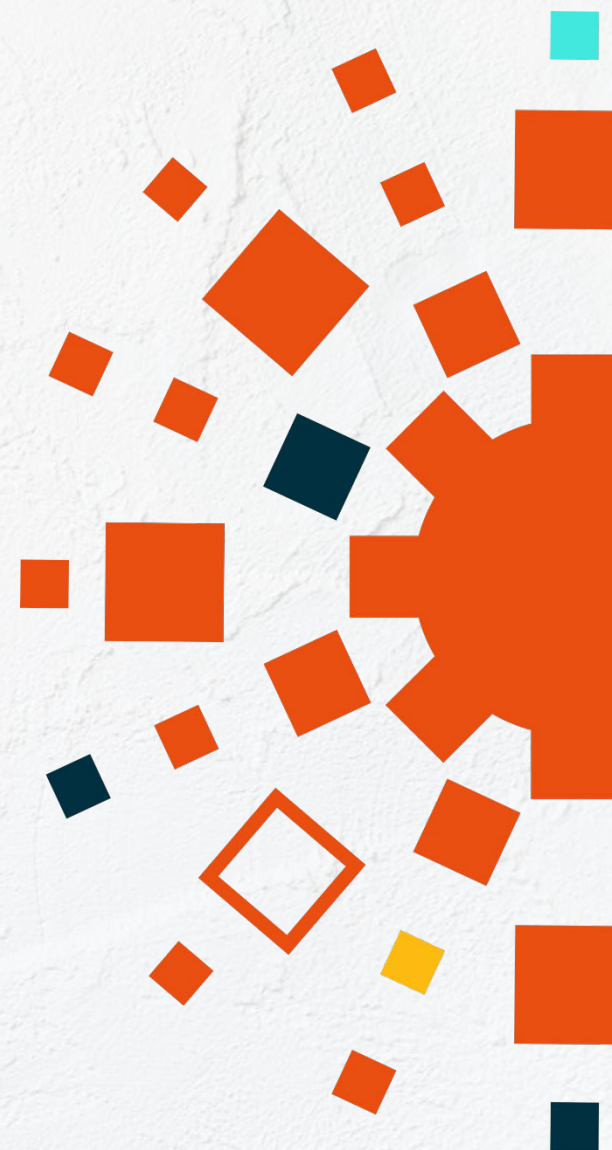


Application process

(Intake to Submission for Assessment)

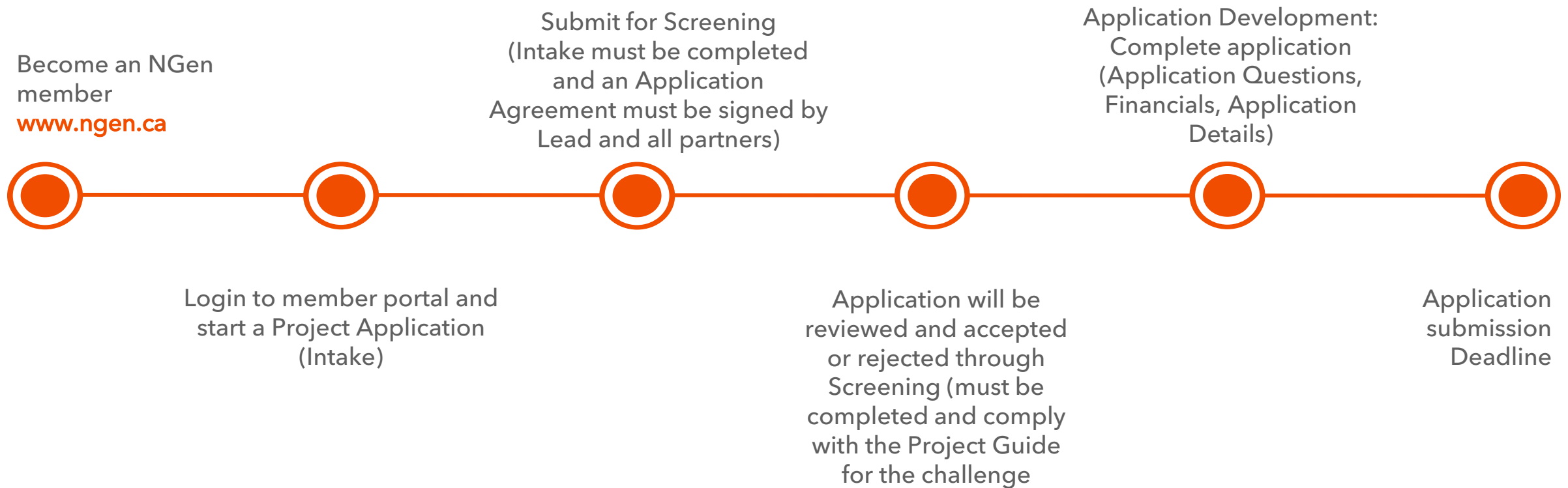
Contact us:

AMTP@ngen.ca



1. Project Application Process

*** All project participants must be a registered member of NGen. Access to the application is only available through the member portal



Any project questions or queries, please email AMTP@ngen.ca

2. Become an NGen Member

[Become a member tutorial](#)

www.ngen.ca

The image displays three sequential screenshots of the NGen website's member interface. The first screenshot shows the 'Sign in' page with fields for 'Email' and 'Password', a 'Log in' button, a 'Forgot password?' link, and a 'New to NGen? JOIN NOW' link. The second screenshot shows the 'Account Type' dropdown menu with options: '--None--', 'Organization' (highlighted), and 'Individual'. The third screenshot shows the 'Create Account' form with fields for 'First Name', 'Last Name', 'Contact Email', and 'Contact Phone', along with checkboxes for 'I agree to NGen's Privacy Policy' and 'I agree to NGen membership Terms and Conditions'. A line connects the 'JOIN NOW' link in the first screenshot to the 'Create Account' form in the third screenshot.

Sign in

Email

Password

Log in

Forgot password?

New to NGen? [JOIN NOW](#)

Account Type

Organization

--None--

Organization

Individual

Next

[Back to login](#)

Create Account

Find projects, partners, new customers, and access NGen services.

Choose To Create Or Not

☒ Search for your Account

☐ Create Account

Lookup (Account)

Search Accounts...

Contact Name

First Name

Last Name

Contact Email

you@example.com

Contact Phone

☐ I agree to NGen's [Privacy Policy](#)

☐ I agree to NGen membership [Terms and Conditions](#)

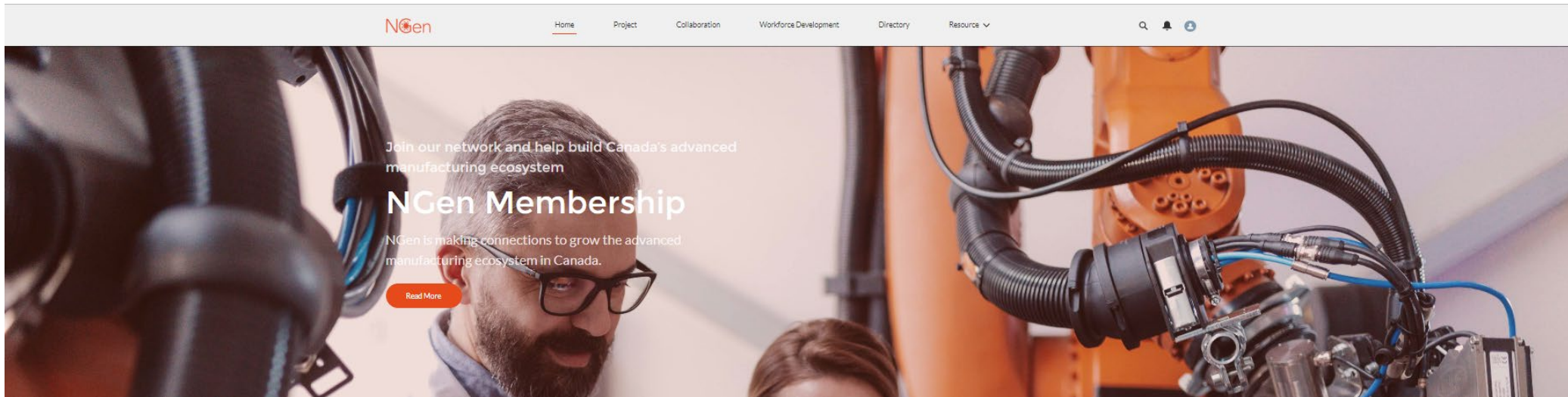
Back Next

[Back to login](#)

You must be an organization to apply for a project.

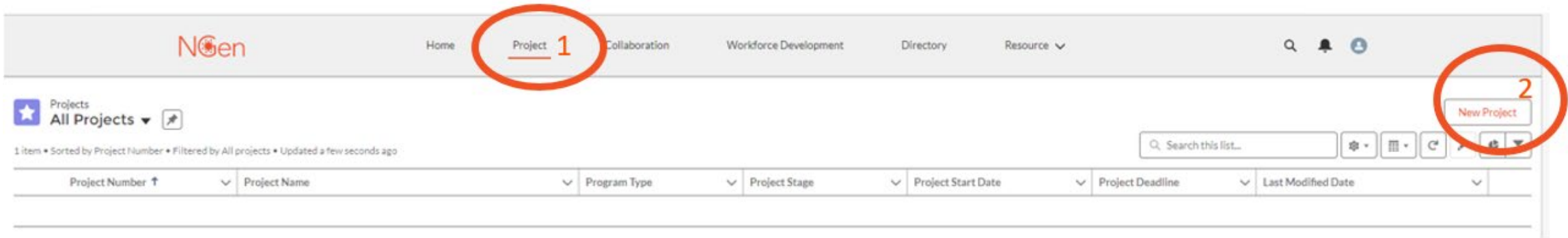
Email member.support@ngen.ca for any member login issues

3. Login to member portal www.ngen.ca



Email member.support@ngen.ca for any member login issues

4. Starting an application



A new application will open

Create New Project

* Project Name

* Program Type

* Project Location

* Project Start Date

* Project End Date

Next

Complete all cells and press "Next".

Any project questions or queries, please email AMTP@ngen.ca

5. Intake for Screening ... *Intake*

The screenshot displays a web-based form for project intake. At the top, a header bar includes a star icon and the word 'Project'. To the right of this bar are several action buttons: '+ Follow', 'Submit for Screening', 'New Note', 'Edit', 'Delete', and 'Sharing'. Below the header, a row of labels defines the data fields: 'Project Number', 'Project Deadline', 'Project Location', 'Program Type', and 'Funding Stream'. A large, empty rectangular box follows, intended for project details. Below this is a horizontal progress bar with stages: 'Intake' (highlighted in dark red), 'Screening', 'Application Development', 'Assessment', 'Contracting', 'Monitoring', 'Closeout', and 'Closed'. A red button with a checkmark and the text 'Mark Project Stage as Complete' is positioned at the end of the progress bar. Underneath the progress bar, there are three tabs: 'General Info' (selected), 'Project Financials', and 'Project Deadlines'. A dropdown arrow next to 'General Info' reveals a list of sections: 'General Project Information', 'Project Description', 'Project Questions', 'Financial Details', and 'Program Eligibility'. The 'Intake' tab is further detailed with a sub-header and a list of sections: 'Intake', 'Screening', 'Application Development', 'Assessment', 'Contracting', 'Monitoring', 'Closeout', 'Related', 'Files, Notes And More', 'Activity', 'Chatter', and 'History'. Below these are four expandable sections, each with a dropdown arrow and a label: 'Project Description', 'Project Questions', 'Financial Details', and 'Program Eligibility'.

- Complete all sections and when ready "Submit for Screening". *If you don't have or know the information for any cell, you can put NA for the time being and "SAVE". You can then go back into your application to update those cells. However, all cells must be completed correctly before you submit for Screening.*
- An Application Agreement **MUST** be signed by the Lead and ALL Project partners.
- Your application will be reviewed and either approved or rejected through screening to application development.

Any project questions or queries, please email AMTP@ngen.ca

5. Intake for Screening ... *Intake / General Info*

Project

+ Follow

Submit for Screening

New Note

Edit

Delete

Sharing

Project Number

Project Deadline

Project Location

Program Type

Funding Stream

Intake

Screening

Application Development

Assessment

Contracting

Monitoring

Closeout

Closed

✓ Mark Project Stage as Complete

General Info

Project Financials

Project Deadlines

> General Project Information

General Info

Project Financials

Project Deadlines

▼ General Project Information

Project Name

Project Location

Program Type

Project Start Date

Publicly Announced

Admin Fee Percentage

Lead Organization

Project Number

Project Stage

Funding Stream

Project End Date

Project Duration (Months)

Reimbursement Rate

Lead Contact

Complete and check off the required cells and "Save"
Any project questions or queries, please email AMTP@ngen.ca

5. Intake for Screening ... *Intake / Project Description*

- Please describe your project clearly in these two fields.

▼ Project Description

Confidential for NGen screening. 2000 character maximum (~400 words).

Project Description 1



Shareable with other government agencies. 2000 character maximum (~400 words).

Project Description 2



Complete the required cells and "Save"
Any project questions or queries, please email AMTP@ngen.ca

5. Intake for Screening ... *Intake / Project Questions*





- Please ensure you answer these with good, meaningful data.
- Fully utilize these two fields to describe your project.

The screenshot shows a web form titled 'Project Questions'. It contains several text input fields, each with a small information icon (i) to its right. The fields are: 'Total Project Cost Estimate', 'How did you hear about this Opportunity?', 'Would you go on without NGen investment?', 'Are you open to adding other partners?', 'Does this project create new IP?', 'Is project first of its kind in Canada?', 'Is project first of its kind Globally?', 'What is innovative and transformational?', 'Plans to commercialize the IP globally?', 'How will partners benefit commercially?', 'Admin Fee Percentage', and 'Admin Fee Agreed Upon by Members'. The last field has a checkbox. Two red arrows originate from the bullet points above and point to the 'What is innovative and transformational?' and 'Plans to commercialize the IP globally?' fields.

> Project Description	
▼ Project Questions	
Total Project Cost Estimate	
How did you hear about this Opportunity?	i
Would you go on without NGen investment?	i
Are you open to adding other partners?	
Does this project create new IP?	
Is project first of its kind in Canada?	i
Is project first of its kind Globally?	
What is innovative and transformational?	i
Plans to commercialize the IP globally?	i
How will partners benefit commercially?	i
Admin Fee Percentage	
Admin Fee Agreed Upon by Members	<input type="checkbox"/>

Complete and check off the required cells and "Save"
Any project questions or queries, please email AMTP@ngen.ca

5. Intake for Screening ... *Intake / Financial Details*

> Project Description	
> Project Questions	
▼ Financial Details	
Is there other Government funding? ⓘ	
Any single piece of Capital Ex > \$1M? ⓘ	
Need help acquiring additional funding? ⓘ	
Agree to NGen's financial due diligence ⓘ	<input type="checkbox"/> 



Complete and check off the required cells and "Save"
Any project questions or queries, please email AMTP@ngen.ca

5. Intake for Screening ... *Intake / Program Eligibility*

> Project Description

> Project Questions

> Financial Details

▼ Program Eligibility

Eligibility Rules

Eligibility Rules Confirmation ☐

Complete and check off the required cells and "Save"
Any project questions or queries, please email AMTP@ngen.ca

5. Intake for Screening ... *Related*

Project

+ Follow

Submit for Screening

New Note

Edit

Delete

Sharing

Project Number

Project Deadline

Project Location

Program Type

Funding Stream

Intake

Screening

Application Development

Assessment

Contracting

Monitoring

Closeout

Closed

✓ Mark Project Stage as Complete

Intake

Screening

Application Development

Assessment

Contracting

Monitoring

Closeout

Related

Files, Notes And More

Activity

Chatter

History

Project Feedback (0)

New

Project Member Companies (0)

New

Project Member Contacts (0)

New

NGen Project Team (0)

New

- All partner companies (Project Member Companies) need to be added along with the Lead and Finance contacts (Project Member Contacts) for all.
- *All Companies and contacts must be registered in order to add them to the application. This must be completed correctly before you submit for Screening.*

Any project questions or queries, please email AMTP@ngen.ca

5. Intake for Screening ... *Related / Project Member Companies*

New Project Member Company

* = Required Information

Company Information

Project Company Name

Account Record

Operating Name

This field is calculated upon save

Business Number

This field is calculated upon save

Number of employees in Canada

This field is calculated upon save

* Project

Complete this field.

* Project Company Type

--None--

Legal Name

Partner Company Role

Number of Employees Globally

This field is calculated upon save

Business Address

Registered Business Address

Registered Business Address (Country/Territory)

Canada

Registered Business Address (Street)

Complete and check off the required cells and "Save"
Any project questions or queries, please email AMTP@ngen.ca

5. Intake for Screening ... *Related / Project Member Companies*

Registered Business Address (City)

Registered Business Address (State/Province)

Registered Business Address (ZIP/Postal Code)

Project Specific Details

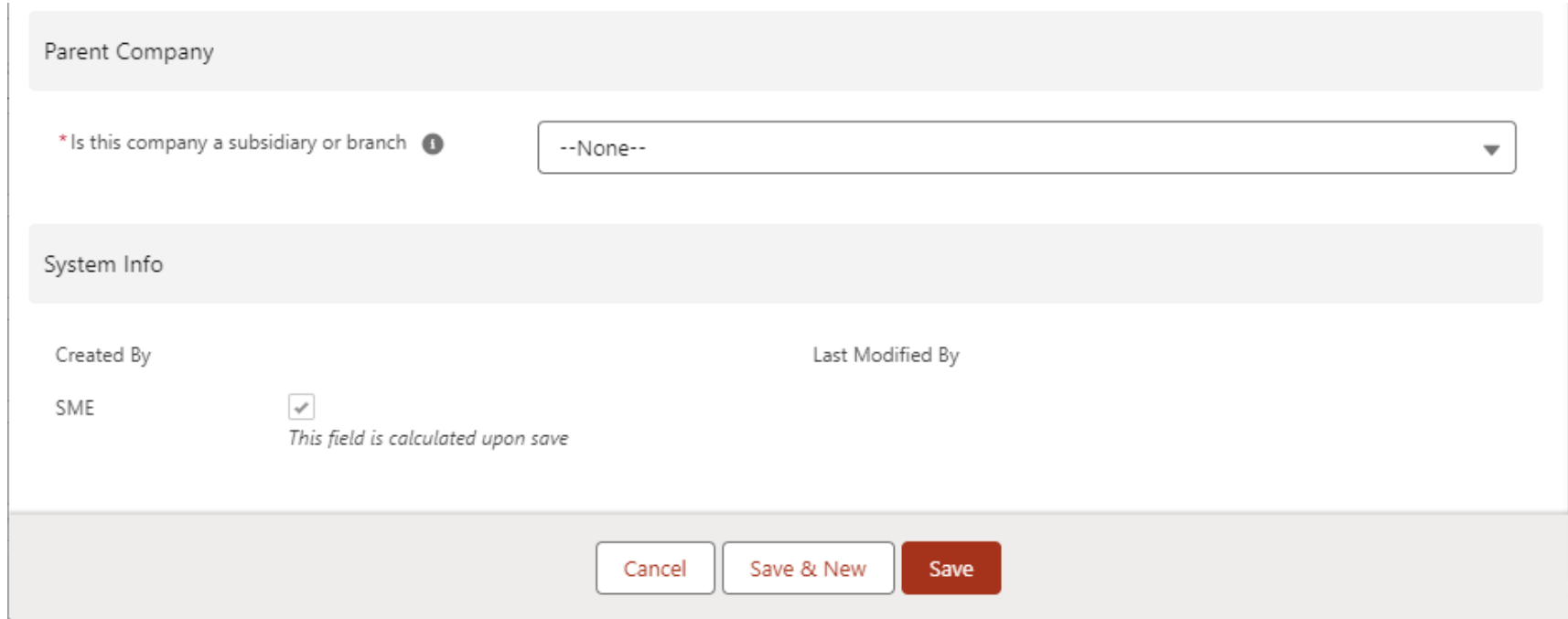
Industries for IP / Major Sectors

Technology Area

Available		Chosen
Additive Manufacturing	▶	
Advanced Building Prod...	◀	
Advanced Materials		
Agritech / AgTech		
AR / VR / XR		
Artificial Intelligence (AI)		
Automation		
AV / UAV / UAS		
Biotech		
Clean Tech		

Complete and check off the required cells and "Save"
Any project questions or queries, please email AMTP@ngen.ca

5. Intake for Screening ... *Related / Project Member Companies*



The screenshot shows a web form with a light gray background. At the top, there is a section header "Parent Company" in a light gray box. Below this, there is a label "* Is this company a subsidiary or branch" followed by a small information icon. To the right of the label is a dropdown menu with the text "--None--" and a downward arrow. Below the dropdown is another section header "System Info" in a light gray box. Under "System Info", there are two labels: "Created By" and "Last Modified By". Below "Created By" is a checkbox labeled "SME" which is checked. Below the checkbox is the text "This field is calculated upon save". At the bottom of the form, there are three buttons: "Cancel", "Save & New", and "Save". The "Save" button is highlighted in a dark red color.

Parent Company

* Is this company a subsidiary or branch ⓘ --None-- ▼

System Info

Created By Last Modified By

SME ☒ This field is calculated upon save

Cancel Save & New Save

Complete and check off the required cells and "Save"
Any project questions or queries, please email AMTP@ngen.ca

5. Intake for Screening ... *Related / Project Member Contacts*

New Project Member Contact

* = Required Information

Contact Information

Project Contact ID

* Project Member Company Complete this field.

Email This field is calculated upon save

Phone This field is calculated upon save

Active Portal User ☐ This field is calculated upon save

* Project Complete this field.

* Contact

Title

* Project Role

Other Role

System Information

Created By

Last Modified By

Select the Project Role accordingly:
Lead: Lead on project
Finance: Finance contact
Other: Grant writers, subcontractors etc.

✓ --None--

Lead

Finance

Other

Complete and check off the required cells and "Save"
Any project questions or queries, please email AMTP@ngen.ca

5. Intake for Screening ... *Intake / Project Financials*

Intake Screening Application Development Assessment Contracting Monitoring Closeout Related Files, Notes And More Activity Chatter History

> Project Description

> Project Questions

> Financial Details

> Program Eligibility

 **Project Financials by Partner (0)** New

- All partners need to enter their Project Financials.
- *This must be completed correctly before you submit for Screening.*

Any project questions or queries, please email AMTP@ngen.ca

5. Intake for Screening ... *Intake / Project Financials*

New Project Financial by Partner

* = Required Information

Information

Project Member Company

* Project *Complete this field.*

Project Finance Workbook

Credit Consent

Partner Consents to a Credit Check ☐

Intake Financials for Partner

Cash Contribution	<input type="text"/>	Project Partner Percentage	<i>This field is calculated upon save</i>
Contribution In-Kind	<input type="text"/>	Funding Sought from NGen	<input type="text"/>
Total Project Cost for Partner	\$0 <i>This field is calculated upon save</i>	Funding from Other Programs	<input type="text"/>

Complete and check off the required cells and "Save"
Any project questions or queries, please email AMTP@ngen.ca

5. Intake for Screening ... *Intake / Project Financials*

Workbook Financials for Partner

Workbook Cash Contribution Total	\$0 <i>This field is calculated upon save</i>	Workbook Project Partner Percentage	<i>This field is calculated upon save</i>
Workbook Contribution In-Kind Total	\$0 <i>This field is calculated upon save</i>	Workbook Funding Sought from NGen Total	\$0 <i>This field is calculated upon save</i>
Total Project Cost for Partner	\$0 <i>This field is calculated upon save</i>	Workbook Funding from Other Prgms Total	\$0 <i>This field is calculated upon save</i>

System Information

Created By

Last Modified By

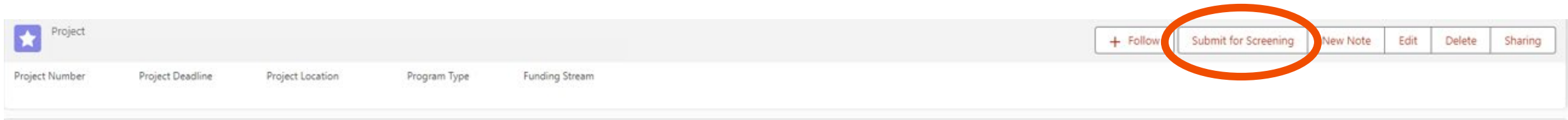
Cancel

Save & New

Save

Complete and check off the required cells and "Save"
Any project questions or queries, please email AMTP@ngen.ca

6. Screening



- Once complete "Submit for Screening".
Submitting for Screening is not submitting a Full Application for funding.
- The Screening allows NGen to identify any projects that do not meet the NGen Project Scope so that the issues can either be resolved or the applicant can withdraw without putting time and effort into the full application. Your application will either be accepted or rejected. If accepted, your application will then move to Application Development
- Following a notification of successful Screening, NGen Finance will begin the Financial Due Diligence (FDD) process and collect your finance documents.
- If there are any issues or concerns at this stage, you will be contacted by NGen's Project Development or Project Finance team.

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... *Application Question*



Intake Screening **Application Development** Assessment Contracting Monitoring Closeout Related Files, Notes And More Activity Chatter History

Application Question Financials Application Details

Application Questions (8)
8 Items • Updated a minute ago

Question #	Application Question	Question Re...	NGen Feedb...
1	Question 1	0	<input type="checkbox"/>
2	Question 2	0	<input type="checkbox"/>
3	Question 3	0	<input type="checkbox"/>
4	Question 4	0	<input type="checkbox"/>
5	Question 5	0	<input type="checkbox"/>
6	Question 6	0	<input type="checkbox"/>
7	Question 7	0	<input type="checkbox"/>
8	Question 8	0	<input type="checkbox"/>

[View All](#)

- Lead applicant to fill out all the questions
- Click on each question to begin
- Note; there is a character limit (can vary by Program)

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... *Application Question*

The screenshot shows a web interface for managing application questions. On the left, there is a form with several sections: 'Information' (containing fields for Question #, Question, Approximate Word Limit, and Project), 'Application Question' (containing a field for Application Question), 'Question Guidance' (containing a field for Question Response Guide), and 'Response' (containing a field for Question Response). On the right, there is a 'Question Feedback' section with a tab for 'History' and a button labeled 'Question Feedback (0)'. A red circle highlights the 'Edit' button in the top right corner of the form. Another red circle highlights a small pencil icon at the bottom right of the 'Response' field.

- Click on edit or the pencil to open it in edit mode

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... *Application Question*

▼ Response

Question Response

Salesforce Sans ▼ 12 ▼ [Color Picker] [B] [I] [U] [ABC] [List Icons] [Link Icon] [Unlink Icon] [Insert Link Icon]

▼ System Information

Created By Last Modified By

Cancel Save

- Fill in your response and "Save".
- Click on the Project name to go back to questions.
- Repeat for each question. OR use "View All" option (see next slide).

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... Financials

✓

✓

Application Development

Assessment

Contracting

Monitoring

Closeout

Closed

Intake

Screening

Application Development

Assessment

Contracting

Monitoring

Closeout

Related

Files, Notes And More

Activity

Chatter

History

Application Questions

Financials

Application Details

Project Finance workbooks (1)

1 item • Updated 3 minutes ago

Project Financial Name

Project Member Company

Role In Project

1

Finance Workbook:

Lead

View All

Finance Workbook Summary (1)

1 item • Updated 3 minutes ago

Finance Workbook...

Member Company

Cash Contribution

Anticipated In-Kin...

Funding Sought fro...

1

WS-

\$0

\$0

\$0

View All

Financial Due Diligences (1)

1 item • Updated 3 minutes ago

Financial Due ...

Member Com...

Cashflow Fore...

Articles of Inc...

Latest Audited...

Finance Direct...

1

FDD-

View All

Each section needs to be completed separately by both the Lead applicant and each partner.

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... Financials - Workbooks

The screenshot displays the 'Financials' section of an application development interface. At the top, there are tabs for 'Application Question', 'Financials' (which is circled in red), and 'Application Details'. Below these tabs is a section titled 'Project Finance Workbooks (1)' with a 'New' button. A table lists one item: 'Finance Workbook' with a 'Lead' role. An arrow points from this item to a 'Finance Workbook Summary (1)' section below. This summary section has a table with columns: 'Finance Workbook...', 'Member Company', 'Cash Contribution', 'Anticipated In Kin...', and 'Funding Sought from...'. An arrow points from the 'WS-' entry in this table to a list of cost categories on the right. The list includes: 'Finance Feedback (0)', 'Other Fundings (0)', 'Labour Costs (0)', 'Subcontract Costs (0)', 'Capital & Equipment Costs (0)', 'Materials & Supplies Costs (0)', 'Travel Costs (0)', 'Other Eligible Costs (0)', and 'Unfunded Eligible Costs (0)'. Each item in the list has a 'New' button.

Click on Finance Workbook to open up this section.

The summary of what was entered in the Workbooks will show here.

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... Financials - Workbooks

▼ Workbook Details

Project Financial Name	Project
Finance Workbook: Test Corporation	Test
Project Member Company	Status
Corporation	Review Requested
Company Operating Name	Completed by
Corporation-test	
Company Legal Name	Role In Project
	Lead
CRA Business Number	Funding Sought from NGen
	\$200,000.00
Registered Business Address	

Be sure to fill out how much funding you are asking for from NGen. Total funding from NGen is limited as a % of the Total Project amount but it can be weighted differently between partners.

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... *Financials - Workbooks*

+ Follow

Update to Review Requested

Edit

Related

Chatter

History

Finance Feedback (0)

Other Fundings (0)

New

Labour Costs (0)

New

Subcontract Costs (0)

New

Capital & Equipment Costs (0)

New

Materials & Supplies Costs (0)

New

Travel Costs (0)

New

Other Eligible Costs (0)

New

Unfunded Eligible Costs (0)

New

When all the sections are completed, you can click on "Update to Review Requested" (*top right-hand corner of Financial Workbooks page*), which will inform the Finance Director, this is ready for review

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... Financials – Workbooks – Other Funding

New Other Funding

* = Required Information

Other Funding Information

* Other Funding Name

Complete this field.

* Funding status

--None--

* Finance Workbook

Search Project Finance Workbooks...

Complete this field.

Other Funding Details

* Government Entity

--None--

* Amount (CAD)

* Effective Start Date

* Funding Program

* Program Stacking Limits (%)

* Effective End Date

System Information

Created By

Last Modified By

Cancel

Save & New

Save

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... Financials – Workbooks – Labour Costs

New Labour Cost

* = Required Information

Labour Guidance Includes the portion of gross wages or salaries for personnel working directly on the project activities. This will include CPP, EI & EHT, but must exclude any discretionary benefits (i.e. health & dental) or bonuses. Ensure to provide the role or title of the labour individual (include # of jobs if more than 1), brief description of the activities of each role within the project, hourly gross salary (convert "Salary" to hourly dividing by 2,080 working hours), and the total labour hours towards the project. In calculating the labour costs, the costs of routine administration and operations of the organization are ineligible. That portion of salary costs of staff that can be shown to be in direct support of carrying out the Project (i.e. project managers, project accountants) can be considered Eligible Funded Project Costs.

Information

Labour Cost ID

* Finance Workbook

Complete this field.

Labour Cost Details

* Role/Title (Include # FTE)	<input type="text"/>	* Description of Eligible Activities	<input type="text"/>
* Physical Location of Individual	--None--	* Country of Paying Entity	--None--
* Per Hour Wage + Statutory Benefits	<input type="text"/>	Foreign Cost	Foreign Cost justification required if physical location or paying entity are outside of Canada.
* Hours spent on the project	<input type="text"/>		

Any project questions or queries, please email AMTP@ngen.ca


7. Application Development ... Financials – Workbooks – Subcontract Costs

New Subcontract Cost

* = Required Information

Subcontract Cost Information

Subcontract Cost ID

* Finance Workbook 
Complete this field.

Subcontract Cost Details

Subcontract Company or Individual

Country where work will be carried out

Nationality of Subcontractor

Description of project related activities

Vendor is a Project Partner ☐

Estimated Cost (\$)

Contribution Type

Reason for subcontracting

System Information

Created By

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development *... Financials – Workbooks – Capital & Equipment Costs*

New Capital & Equipment Cost

* = Required Information

Capital & Equipment Guidance This section is for equipment & capital expenditures that are linked to the objectives of the project, which are vital for the success of research, development, or demonstration projects, and not otherwise available as a shared resource. This includes costs related to the acquisition of new equipment, including purchase, rental, operation (must be specifically metered) and/or maintenance costs. Any capital expenditures on a single asset over \$1 million must be pre-approved by NGen prior to purchase.

Information

* Capital & Equipment Cost Name

Complete this field.

* Finance Workbook

Search Project Finance Workbooks...

Complete this field.

Details

* Item Description

* Description of Eligible Use

* Purchase Price (\$)

Vendor is a Project Partner

☐

* New or existing item?

--None--

* Contribution Type

--None--

Cancel

Save & New

Save

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development *... Financials – Workbooks – Material & Supplies Costs*

New Materials & Supplies Cost

* = Required Information

Material & Supplies Guidance
Materials to be consumed on the project purchased from third parties. Materials supplied by subsidiaries or associated companies should exclude the profit element of the value placed on that material (i.e. these should be valued at cost or using Discounted Cash Flow - see below). If waste or scrap material has a significant residual/resale value the figures should reflect this.

Information

* Materials & Supplies Cost Name

Complete this field.

* Finance Workbook

Search Project Finance Workbooks...

↶

Q

Complete this field.

Details

* Item Description

Vendor is a Project Partner

☐

* Quantity

* Contribution Type

--None--

* Cost / Item (\$)

Cancel

Save & New

Save

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... Financials – Workbooks – Travel Cost

New Travel Cost

* = Required Information


Travel Guidance
Travel costs, including meal and accommodation costs that are in accordance with the National Joint Council Travel Directive. You should only include reasonable costs that are justified and will be incurred exclusively for progressing this project. If employees are paid a monthly car allowance, only project related mileage can be charged to the project. Alcoholic beverages are an ineligible expense.

Information

* Travel Cost Name

Complete this field.

* Finance Workbook

 FWB:14271:Wrytech Inc. ×

Details

* Purpose of Journey i

* Number of Direct Labour Individuals

* Number of Trips

* Contribution Type

--None--

* Cost (\$) i

Cancel

Save & New

Save

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... Financials – Workbooks – Other Eligible Costs

New Other Eligible Cost

* = Required Information

Other Cost Guidance	Other direct costs which can be specifically identified and measured as incurred in the performance of the Project Activities (e.g. market studies, licenses, software subscriptions). You should ensure that a case is made for the other costs within your application questions. Categories for Other Eligible Costs include, but are not limited to:		
User Fees	Service fees and subscription/license fees directly related to the project. These exclude project administration fees charged to the projects by NGen.		
Room & Facility Rentals	The incremental cost of space in respect of the project. These are costs that would not have been incurred if not for the project. Overheads or costs incurred by the project in respect of the routine administration and operation of the organization, such as rent, utilities, etc. are considered ineligible.		
Conference Costs	Costs related to rent facilities to support conferences and related telecommunication expenses. These must have a specific tie back to the project (i.e. a targeted Hack-a-thon to address a project challenge).		
Dissemination	Publication and other costs but must not include any dissemination costs relating to commercialization or production.		
Intellectual Property (IP) Costs	Reasonable costs relating to the patent protection of foreground intellectual property arising out of a project are eligible. IP Costs will be eligible for reimbursement under the NGen AI4M program. Only SMEs will be able to claim IP costs;		

Information

* Other Eligible Cost Name

Complete this field.

* Finance Workbook

Complete this field.

Details

* Category

--None--

* Description of use for project

* Contribution Type

--None--

Vendor is a Project Partner

☐

* Estimated Cost (\$)

Cancel

Save & New

Save

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... Financials – Workbooks – Unfunded Eligible Costs

New Unfunded Eligible Cost

* = Required Information

Unfunded Cost Guidance

The following are eligible project costs but are ineligible for reimbursement.

- Payments to federal entities (e.g., the National Research Council).
- Infrastructure costs (construction, repair and maintenance) that are directly related to the project.
- Expenses related to construction, purchase of a building or land, if NGen approves such costs as Unfunded Eligible Costs in advance.
- Any eligible costs incurred before the approval of the project by NGen.

Information

* Unfunded Eligible Cost Name

Complete this field.

* Finance Workbook

Search Project Finance Workbooks...



Complete this field.

Detail

* Item Description

Vendor is a Project Partner

☐

* Contribution Type

* Estimated Cost

Cancel

Save & New

Save

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... *Application Details*

The screenshot displays a web interface for the 'Application Development' process. At the top, a horizontal progress bar shows stages: Intake, Screening, Application Development (highlighted with a dark background and a checkmark), Assessment, Contracting, Monitoring, Closeout, and Closed. Below this, a navigation bar lists the same stages, with 'Application Development' underlined. The main content area is titled 'Application Details' (circled in orange) and contains several sections: 'Project Jobs (0)', 'Active Jobs Records (0)', 'Job Summary', 'Economic Impacts (0)', 'Economic Impact Summary', 'Academic/Research Involvements (0)', and 'Milestone Register (0)'. Each section has a 'New' button on the right.

Each section needs to be completed separately by both the Lead applicant and each partner.

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... *Application Details – Project Jobs*

Job Information

Project Job ID

Related Member Company

Search Project Member Companies...

Direct or Indirect Job

--None--

* Project

Search Projects...

Stage Stamp

Job Details

Jobs Created Over the Course of Project

Jobs Created 0-2 Years After the Project

Jobs Created 3-5 Years After the Project

FTE Created

0

This field is calculated upon save

Jobs Maintained Over Course of Project

Jobs Maintained 0-2 Years After Project

Jobs Maintained 3-5 Years After Project

FTE Maintained

0

This field is calculated upon save

Totals

Total Jobs

0

This field is calculated upon save

Total Jobs 0-2 Years After Project

0

This field is calculated upon save

Total Jobs 3-5 Years After Project

0

This field is calculated upon save

Total Created

0

This field is calculated upon save

Total Maintained

0

This field is calculated upon save

System Information

Created By

Cancel

Save & New

Save

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... *Application Details – Active Jobs Records*

Job Information

Project Job ID

Related Member Company

Search Project Member Companies...

Direct or Indirect Job

--None--

* Project

Search Projects...

Complete this field.

Stage Stamp

Job Details

Jobs Created Over the Course of Project

Jobs Created 0-2 Years After the Project

Jobs Created 3-5 Years After the Project

FTE Created

0

This field is calculated upon save

Jobs Maintained Over Course of Project

Jobs Maintained 0-2 Years After Project

Jobs Maintained 3-5 Years After Project

FTE Maintained

0

This field is calculated upon save

Totals

Total Jobs

0

This field is calculated upon save

Total Jobs 0-2 Years After Project

0

This field is calculated upon save

Total Jobs 3-5 Years After Project

0

This field is calculated upon save

Total Created

0

This field is calculated upon save

Total Maintained

0

This field is calculated upon save

System Information

Cancel

Save & New

Save

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... *Application Details – Economic Impacts*

New Economic Impact

* = Required Information

Information

Economic Impact ID

* Project

Search Projects...

↻

Q

Complete this field.

Stage Stamp

* Related Company

Economic Impact for Member

* Additional Revenue Generated 0-2 years

* Additional Revenue Generated 3-5 years

Cancel

Save & New

Save

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... *Application Details – Academic/Research Involvements*

New Academic/Research Involvement

* = Required Information

Information

* Academic/Research Institution Name

Complete this field.

* Project

Search Projects...

↻

Q

Complete this field.

* Type of involvement

Cancel

Save & New

Save

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... *Application Details – Milestone Register*

New Milestone

* = Required Information

Information

* Milestone Name	<input type="text"/>	* Project	<input type="text" value="Search Projects..."/>
	Complete this field.		Complete this field.
* Milestone Reference Number	<input type="text"/>	* Responsible Partner Organizations Milestone Owner	<input type="text" value="Search Project Member Companies..."/>

Milestone Details

* Baseline Due Dates	<input type="text"/>	* Current Due Dates	<input type="text"/>
* Milestone Description	<input type="text"/>	* Percentage Complete	<input type="text"/>

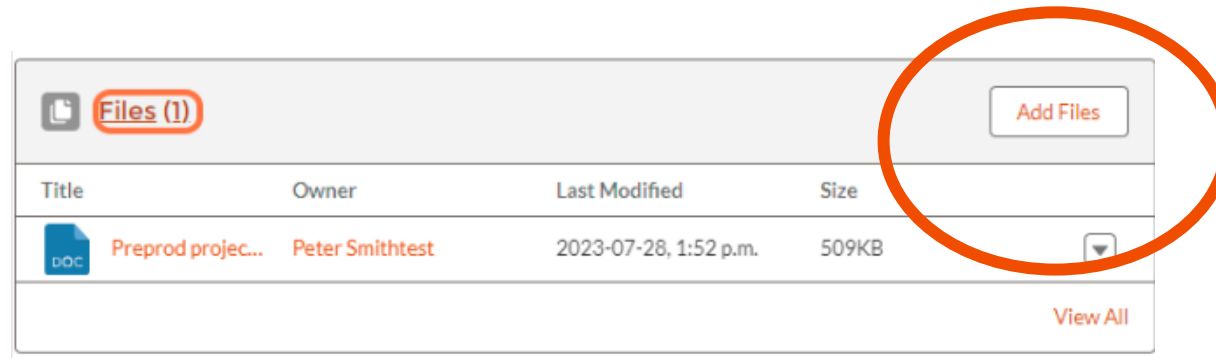
Cancel

Save & New

Save

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... *Application Details – Project Plan & Risk Register*



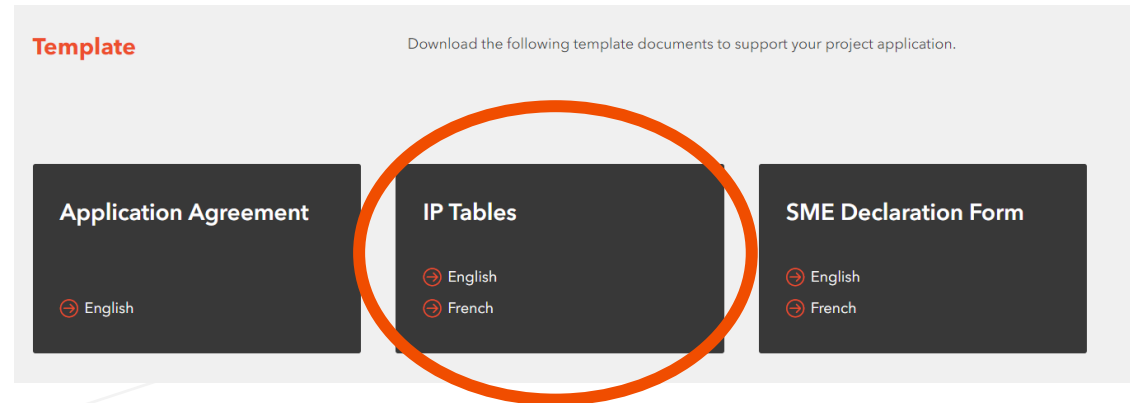
- Upload your Project Plan (Appendix 1) and Risk Register (Appendix 2) under "Files".

(There are no templates available for these items)

Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... *Application Details – IP*

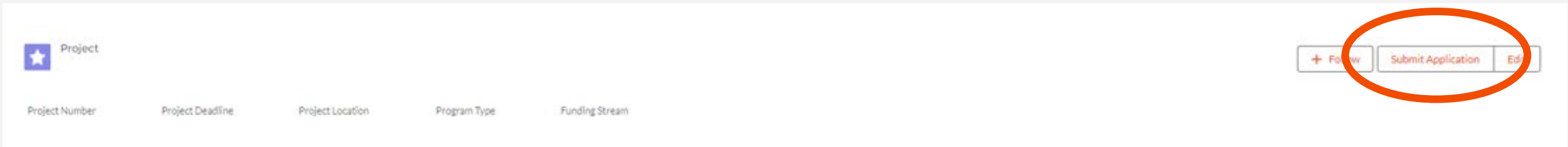
- IP Tables template is found on our website under the challenge you are submitting under.
- www.ngen.ca/funding. Go to the open Funding Opportunities and select the challenge and scroll down to templates.



- Upload your completed IP table (Appendix 3) in your application under "Files".

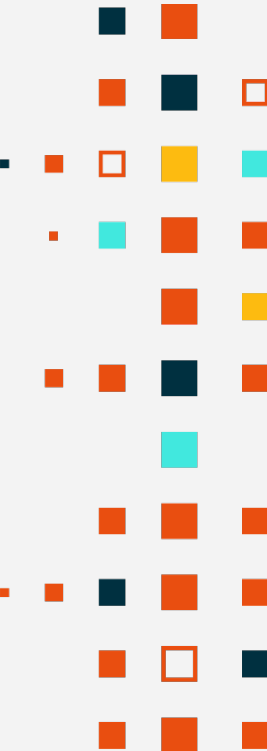
Any project questions or queries, please email AMTP@ngen.ca

7. Application Development ... *Submit Application*



- Once you have completed your application, you can “Submit Application”.
- If your application meets all the requirements outlined in the Guides, your application will then go through the Assessment stage.

Any project questions or queries, please email AMTP@ngen.ca





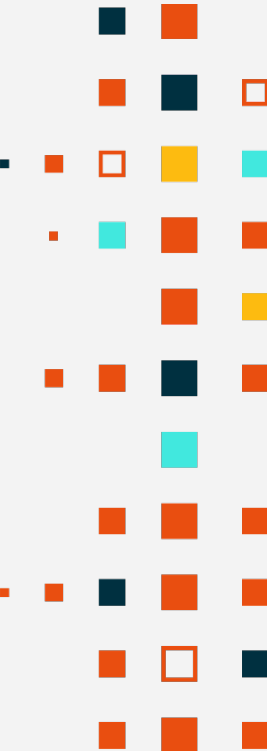
If your Project is recommended!

Consortium and NGen enter into a Contracting phase and execute on a *Master Project Agreement*



We Kick-off the project

Any project questions or queries, please email AMTP@ngen.ca



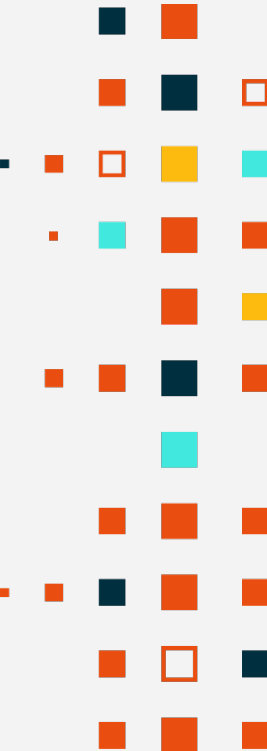
If your Project is not recommended!

You will be notified via email and Assessor Feedback will be provided.

You can resubmit a project if other funding programs are available.

Please continue to check for announcements on our website
<https://www.ngen.ca/funding> for Open Funding Opportunities

Any project questions or queries, please email AMTP@ngen.ca

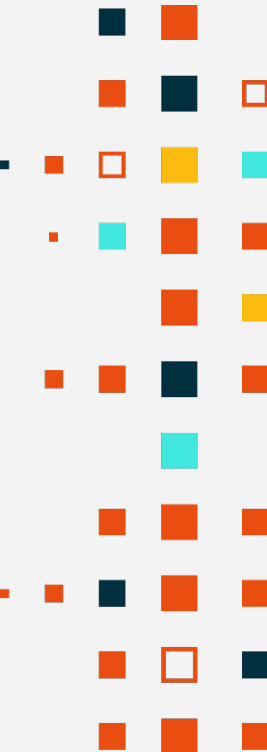


Guides, templates and presentation/videos

www.ngen.ca/funding

These will be found under the Funding Opportunities

Any project questions or queries, please email AMTP@ngen.ca



NGen

