NGen Next Generation Manufacturing Canada
Fabrication Nouvelle Génération Canada

Application process

Contact Us:

project@ngen.ca

Project Application Process

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

Become an NGen member www.ngen.ca

Login to member portal and start a Project Application (Intake)

Submit for Screening (Intake must be completed and an Application Agreement must be signed by Lead and all partners)

Application will be reviewed and accepted or rejected through Screening (must be completed and comply with the Project Guide for the challenge

Application Development: Complete application (Application Questions, Financials, Application Details)

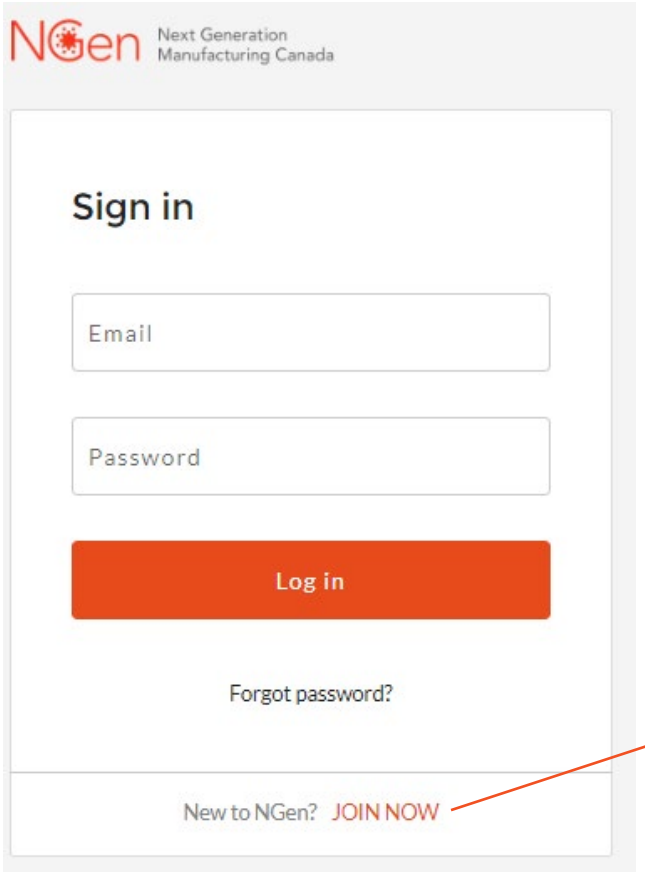
Application submission Deadline

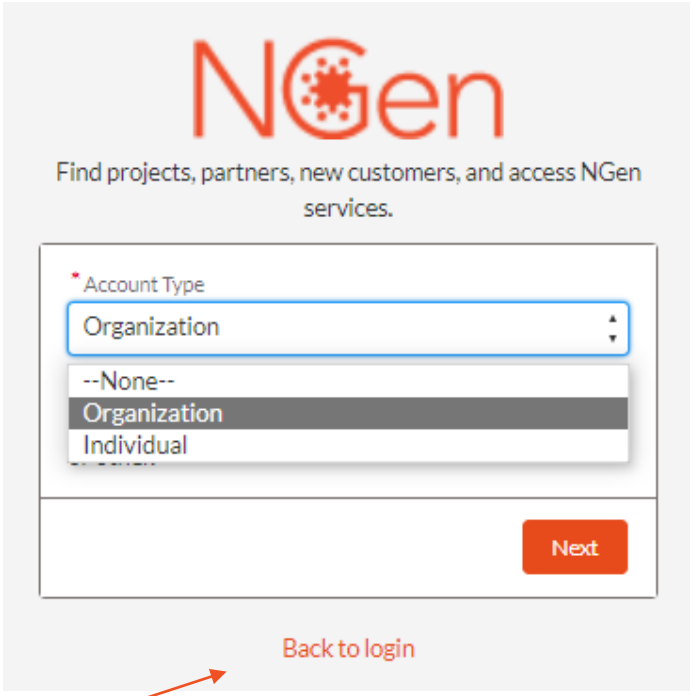
Any project questions or queries, please email project@ngen.ca

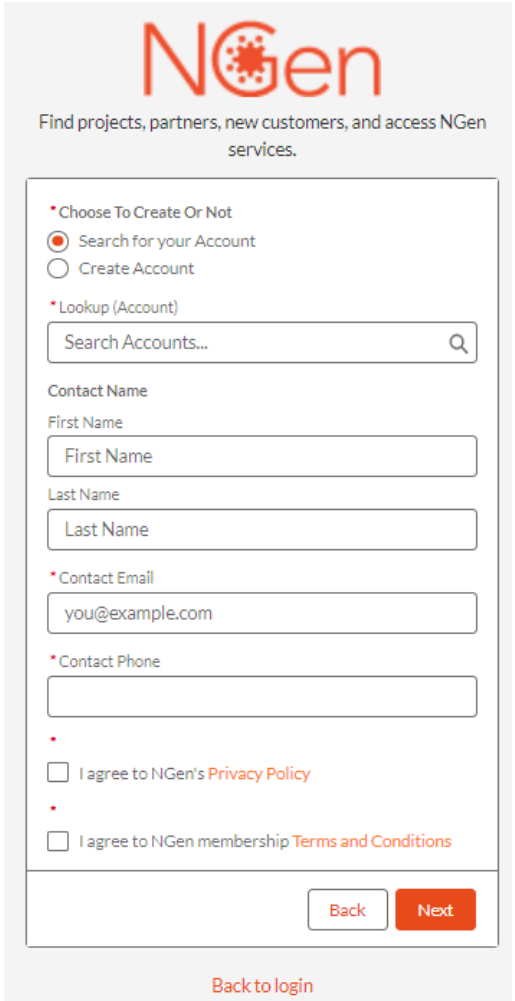
Become an NGen Member

www.ngen.ca

Join Ngen





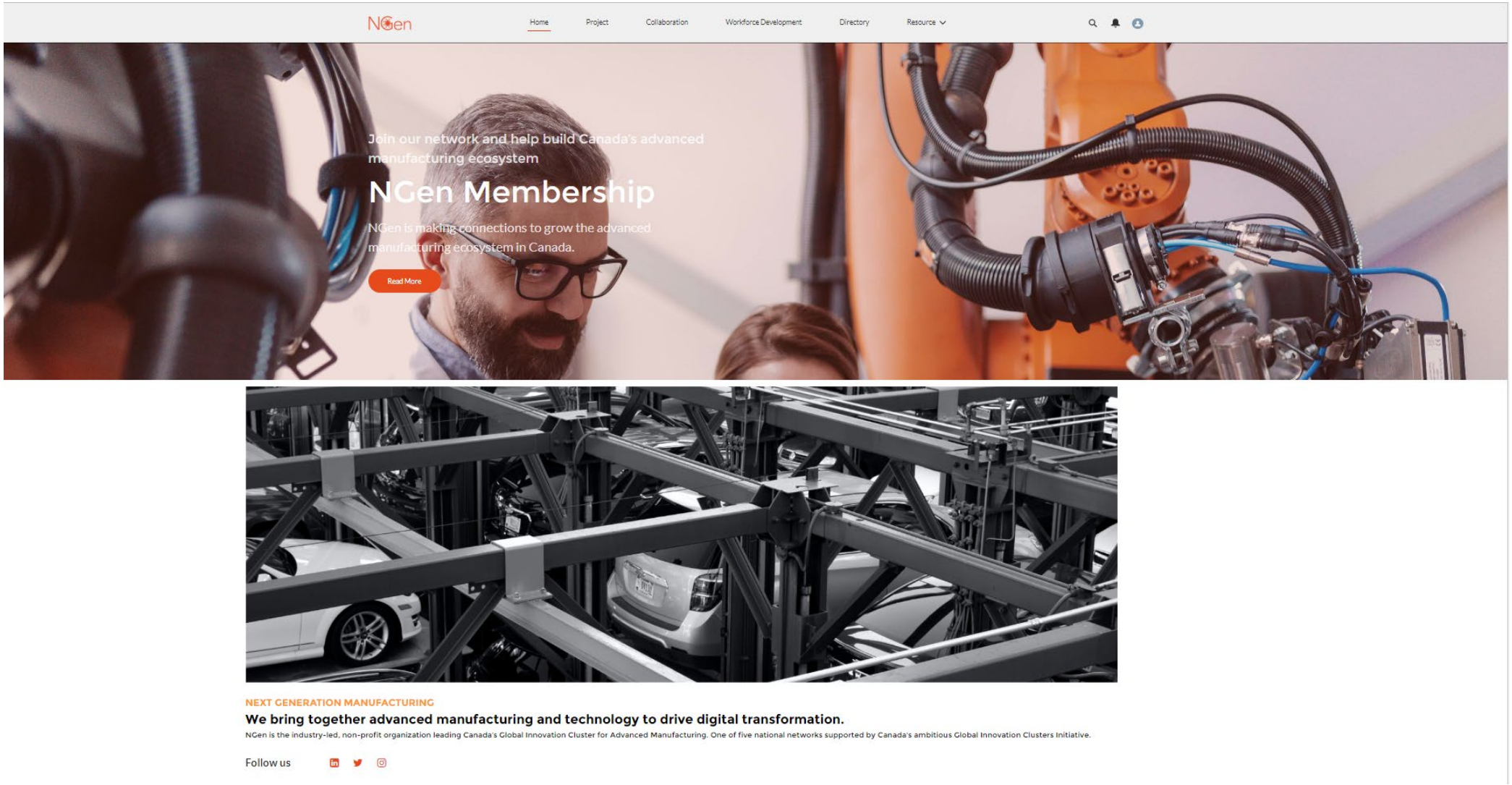


Must be an organization to apply for a project

Organization

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

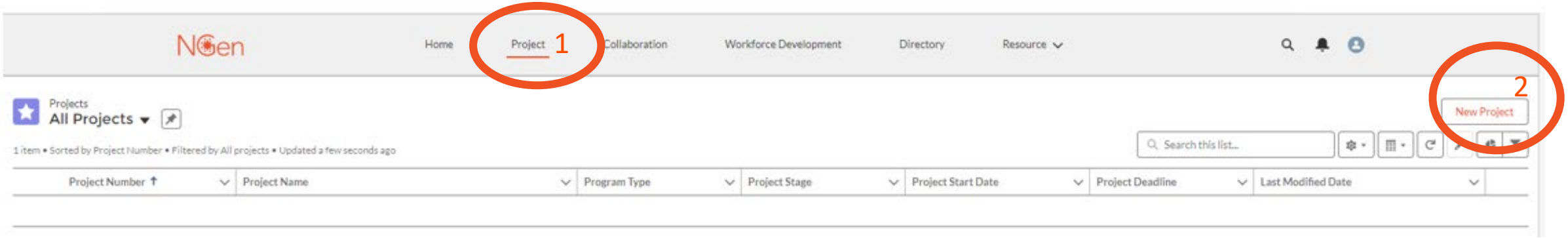
Login to member portal



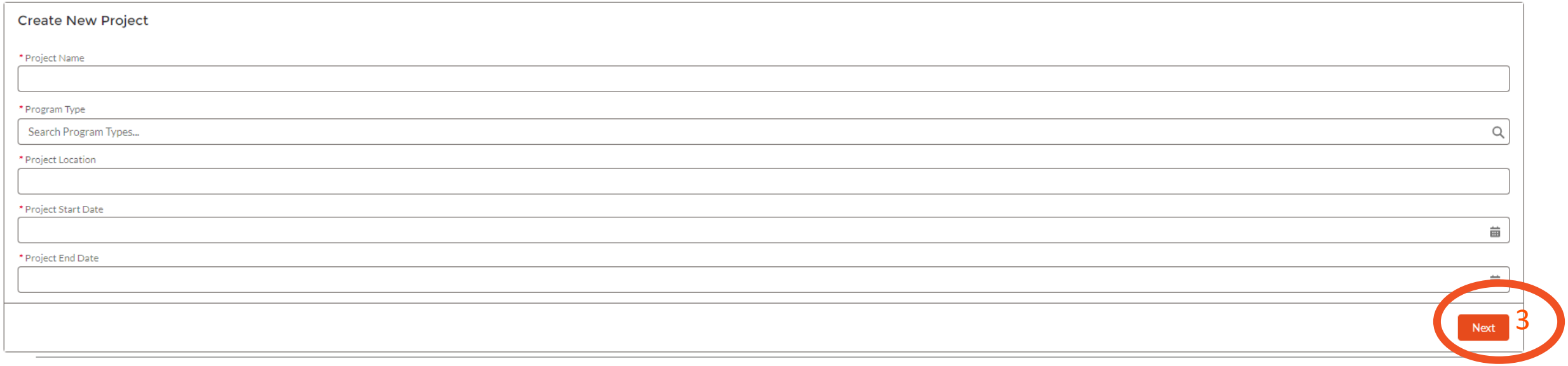
Email member.support@ngen.ca for any member login issues

Starting an application

Start a Project Application



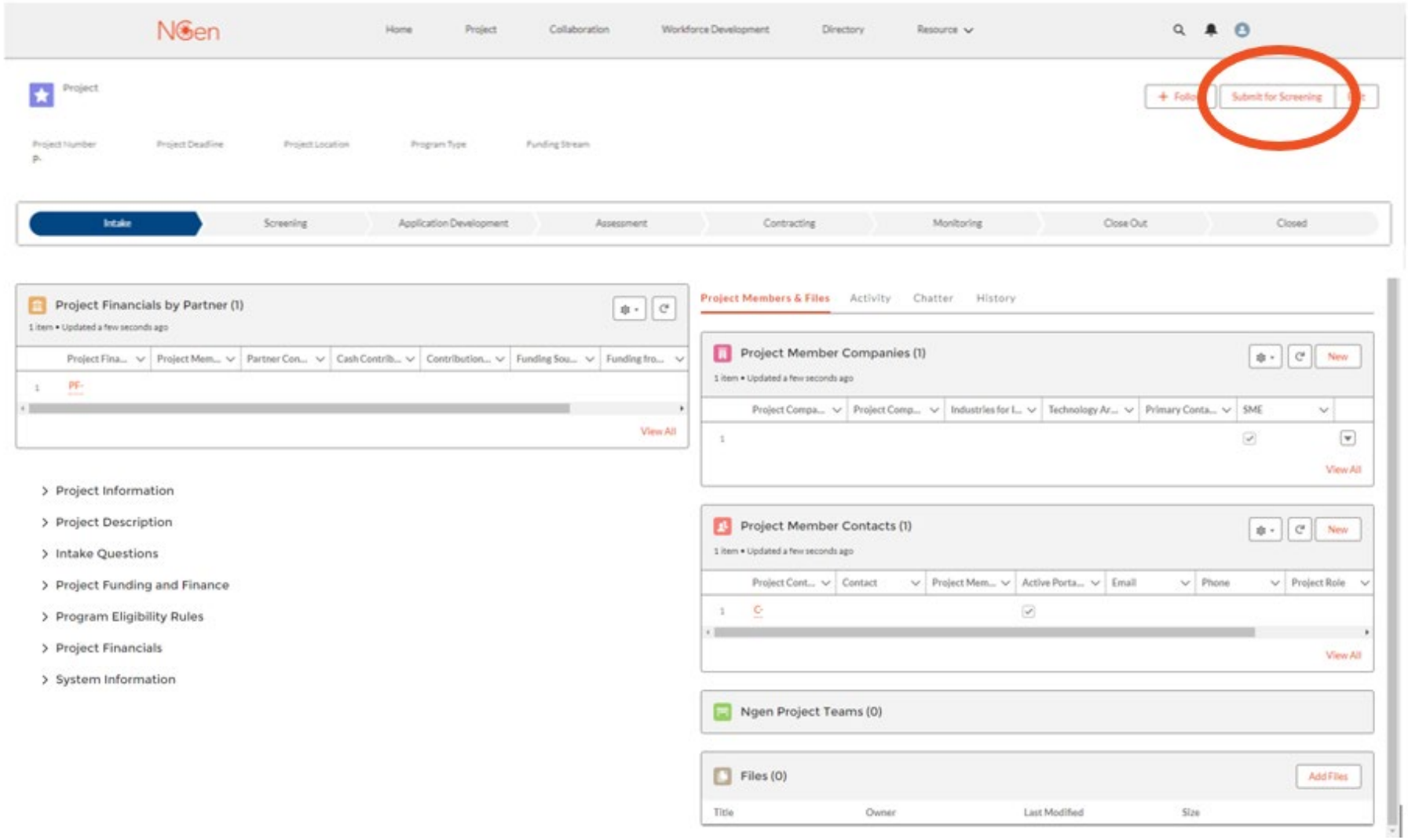
A new application will open



NGen Next Generation Manufacturing Canada

Complete all the cells and press “Next”.
Any queries, please email us at project@ngen.ca

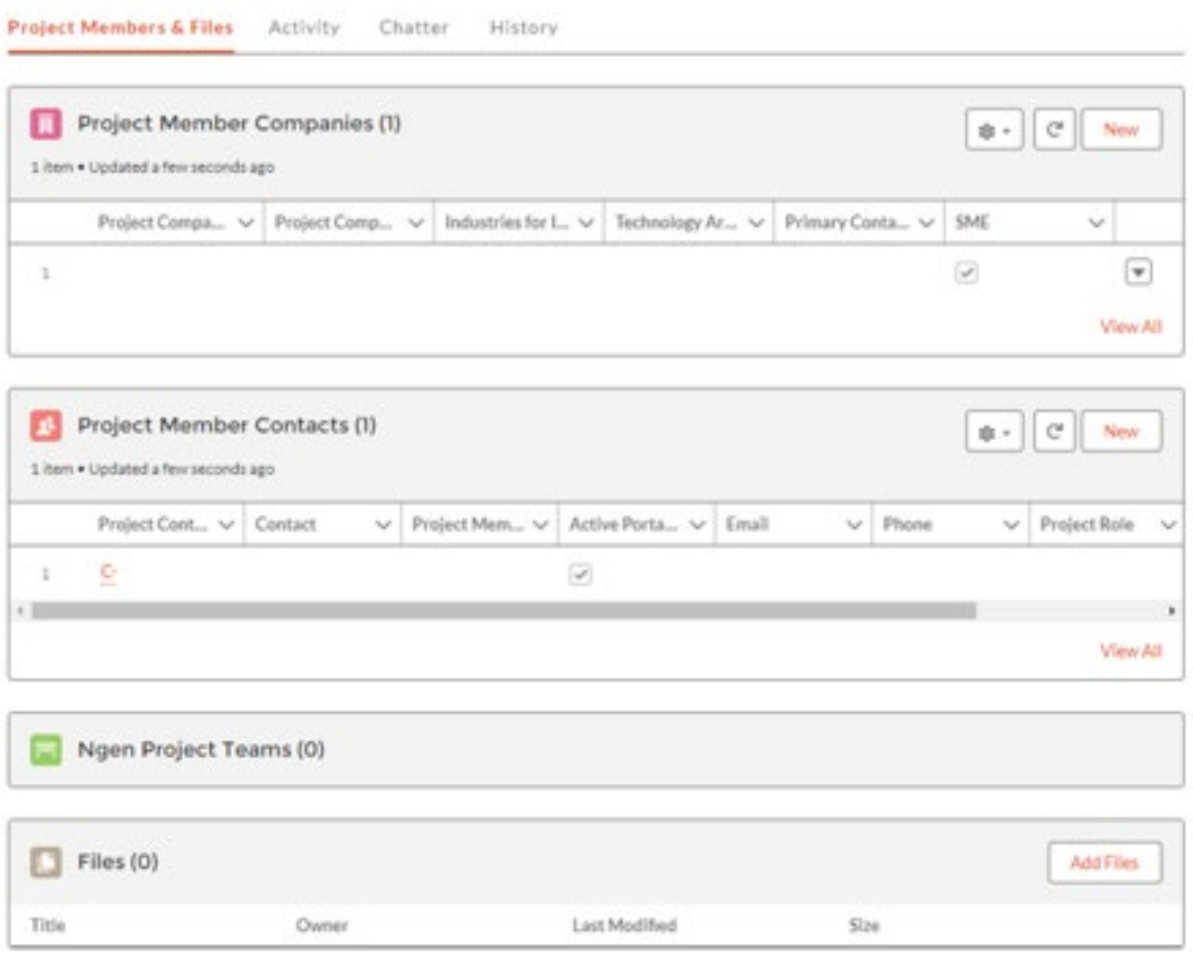
Intake for Screening



- 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. 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 will need to be signed by the Lead all Project partners.
- Your application will be reviewed and either approved or rejected through screening to application development.

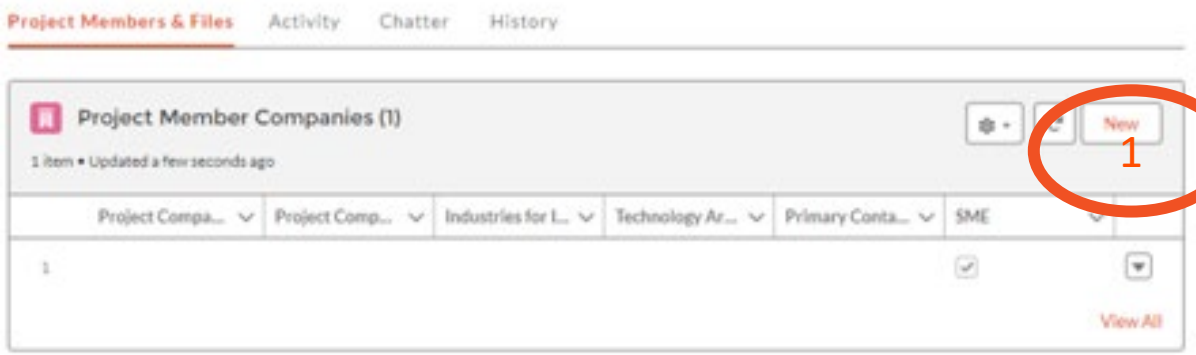
Intake for Screening

Project Member & Files

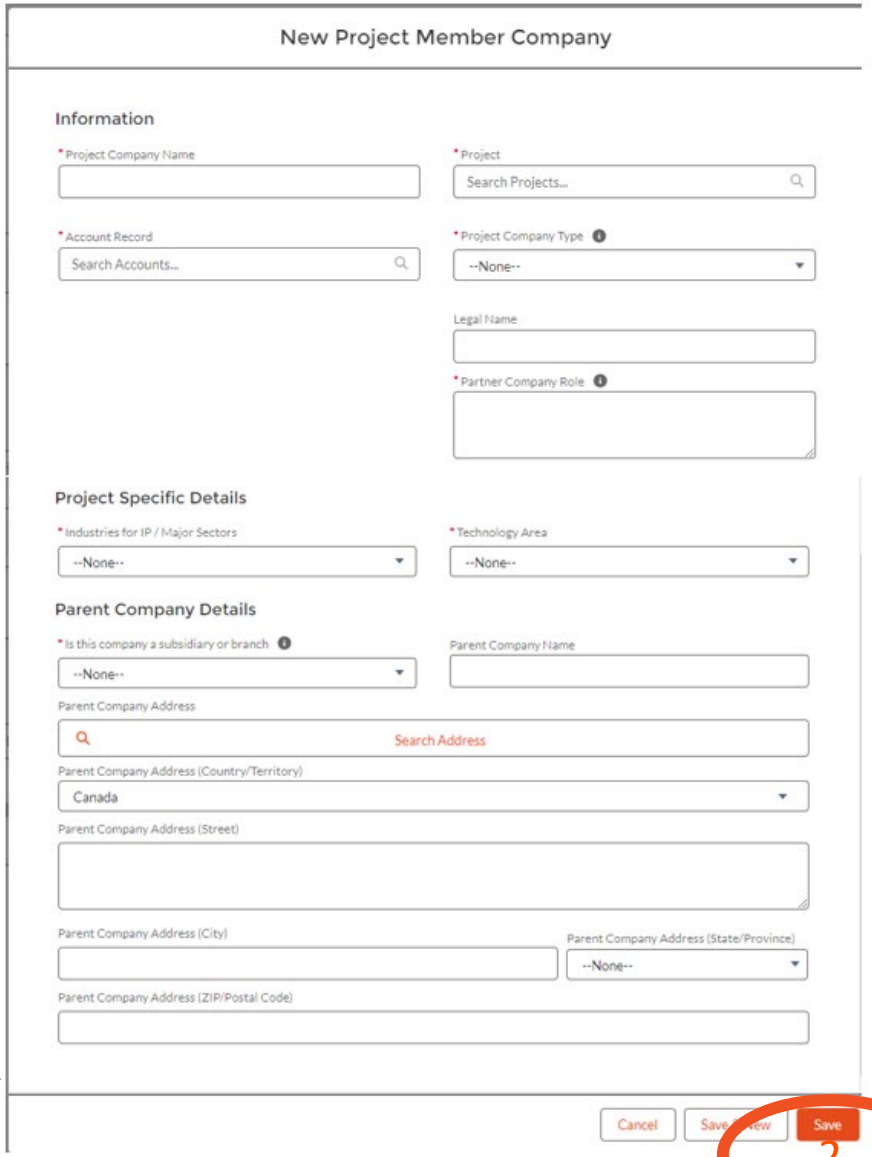


Intake for Screening

Project Member Companies

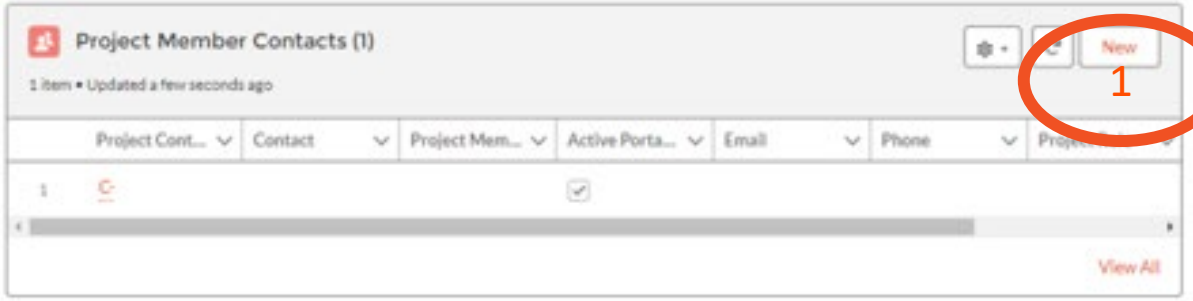


1. Click on New
2. Fill out each cell and click on Save

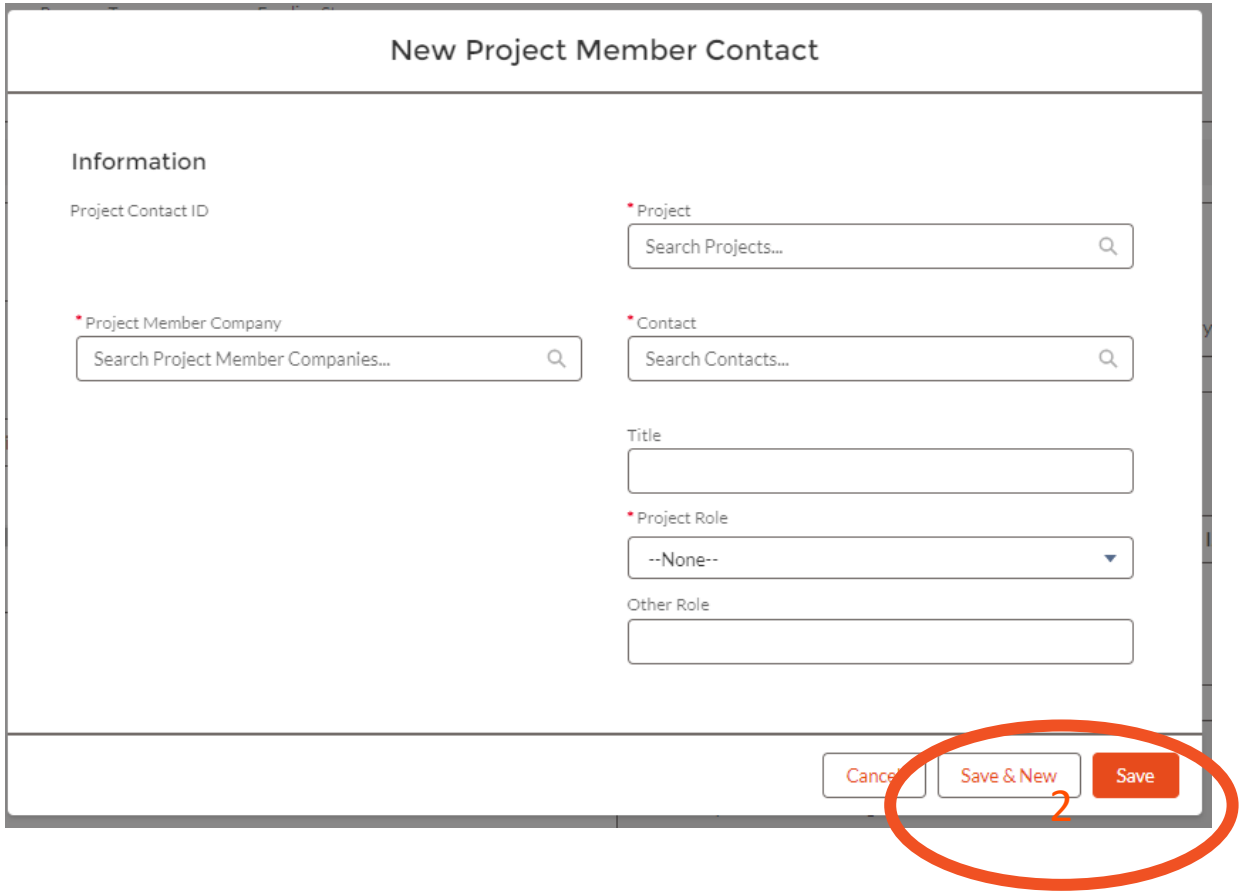


Intake for Screening

Project Member Contacts

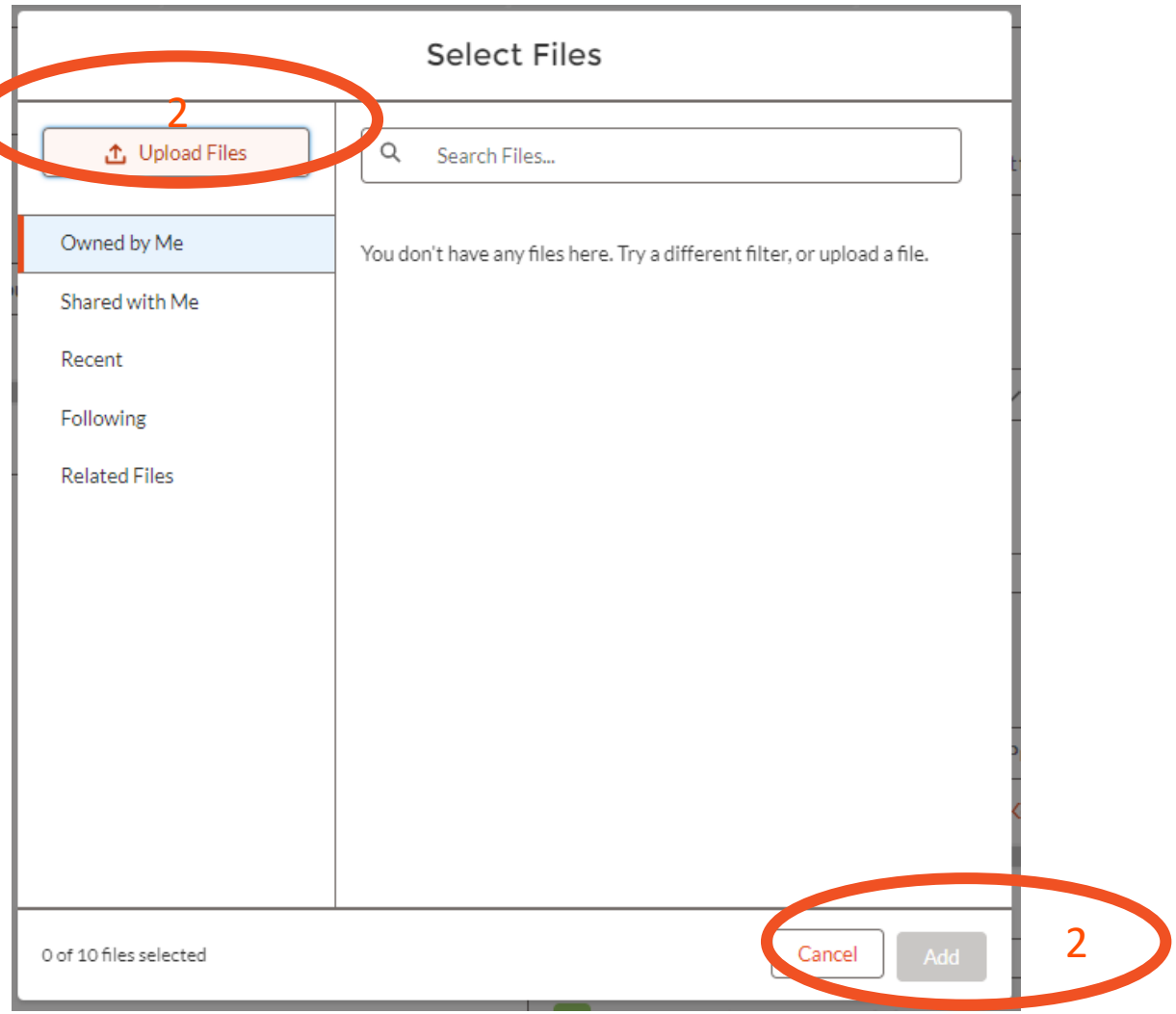


1. Click on New
2. Fill out each cell and click on Save or Save & New



Intake for Screening

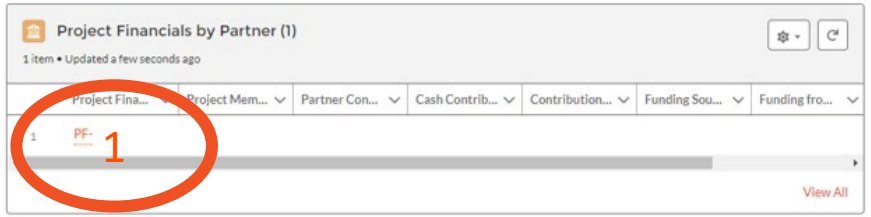
Files



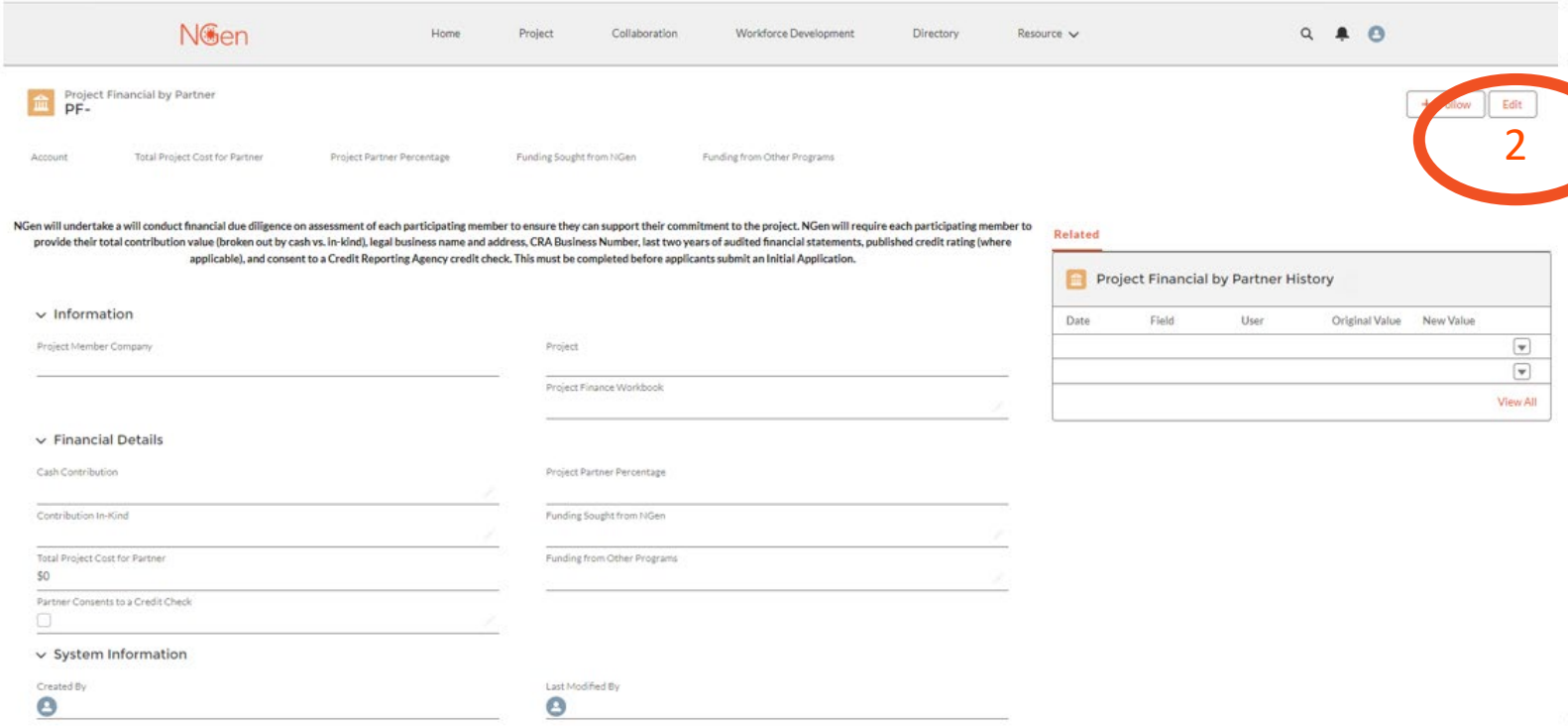
1. Use this space to upload and share files. Click on Add Files
2. Upload Files and click on Add

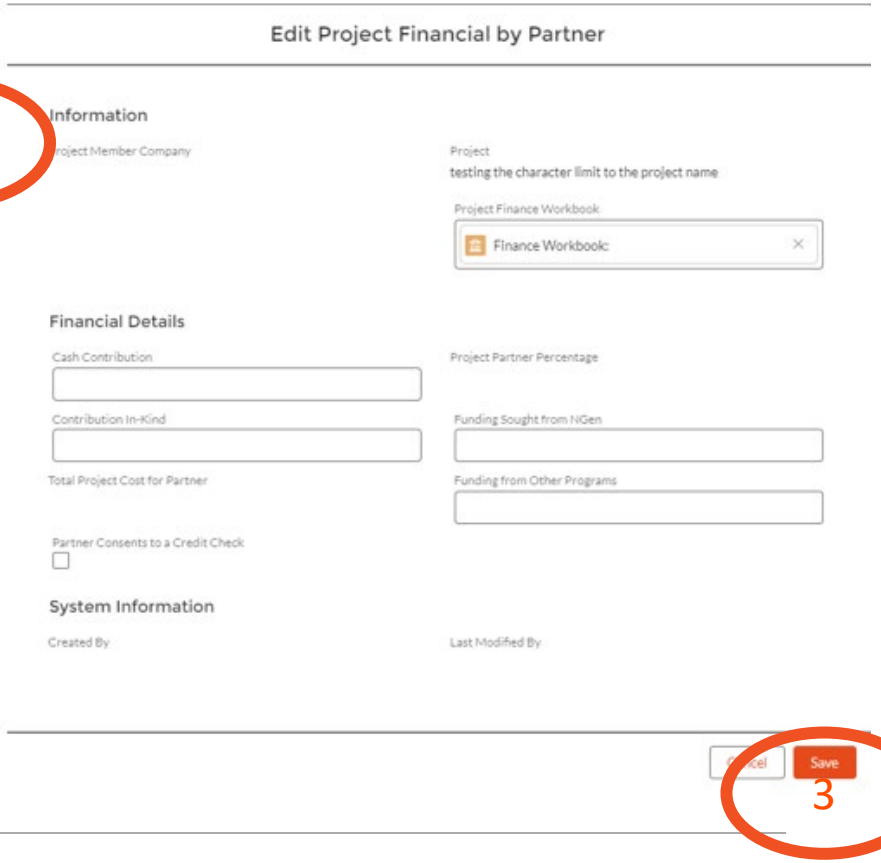
Intake / Screening

Project Financials by Partner

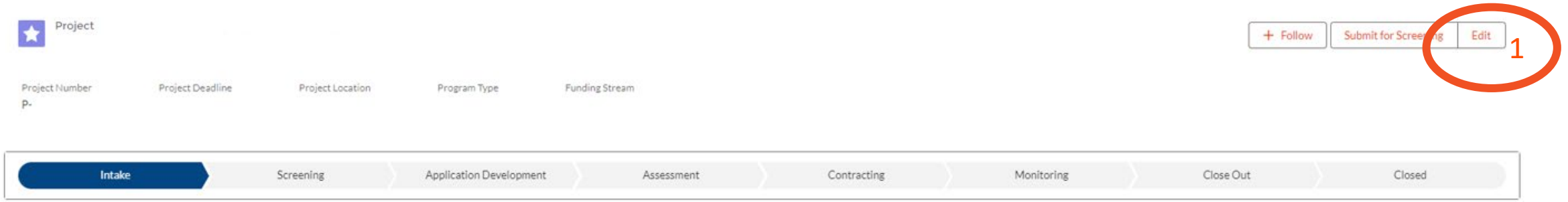


1. Click on the PF-XXXX
2. Click on Edit
3. Fill out each cell and check off check box and click on Save





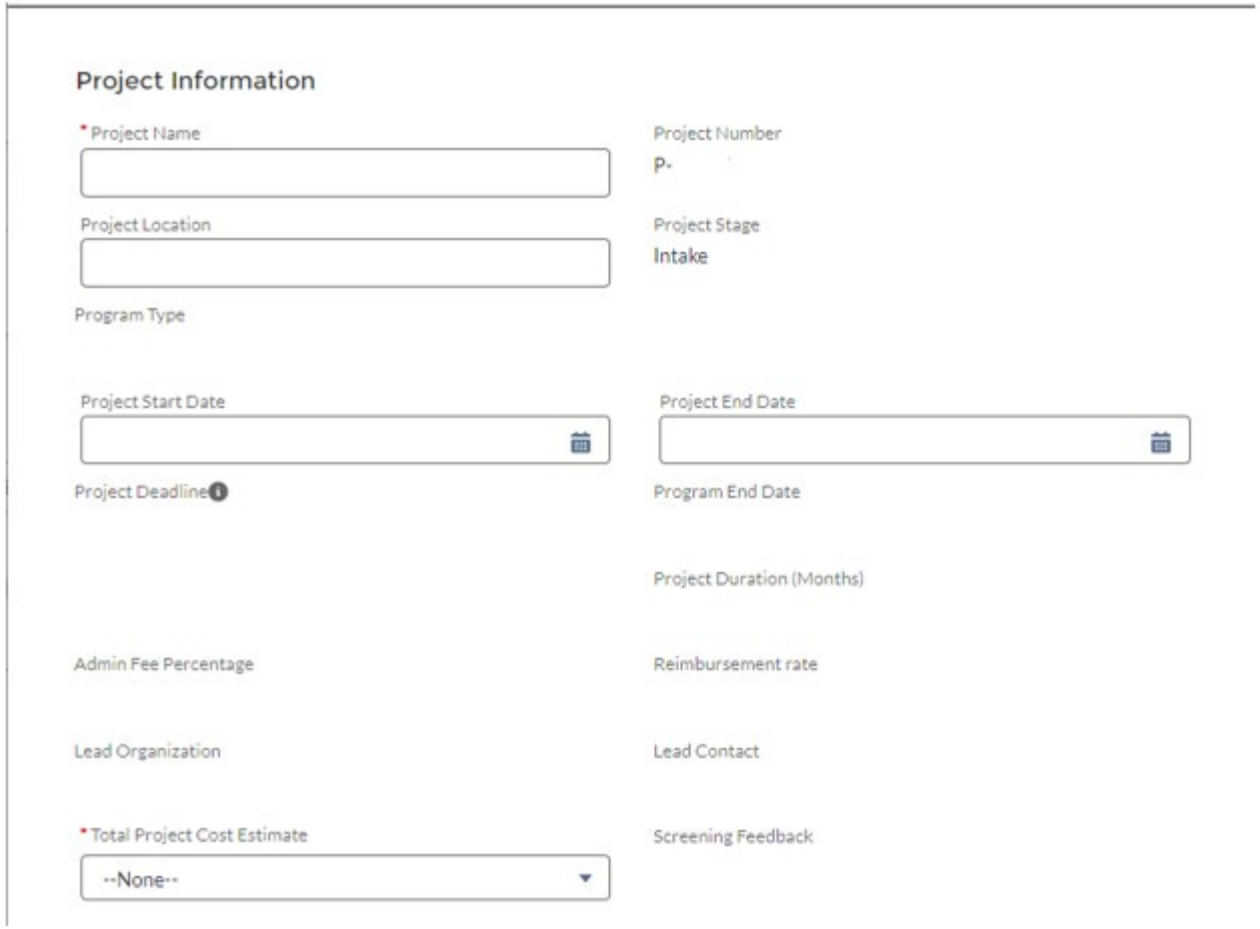
Intake for Screening



1. Click on Edit to complete all these sections
2. When you are finished, press Save or Save & New

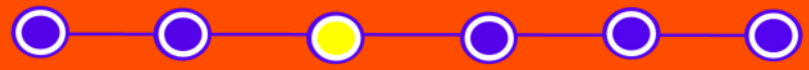
Intake / Screening

Project Information



- Fill out the cells available. Some of the cells will auto populate the information you already entered (slide 5)

Intake / Screening
Project Description



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

* Project Description 1

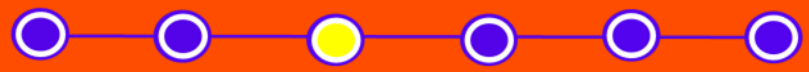
Shareable with other government agencies. 2000 character maximum (~400 words).

* Project Description 2

- Fill out both Project Description 1 and 2

Intake / Screening

Intake Questions



Intake Questions

* How did you hear about this Opportunity?

Available

- NGen Newsletter
- NGen Website
- NRC
- Industry Associations

Chosen

* Would you go on without NGen investment?

--None--

View all dependencies

In the same timeframe?

--None--

View all dependencies

With as many partners?

--None--

View all dependencies

In the same scale?

--None--

View all dependencies

In Canada?

--None--

View all dependencies

Are you open to adding other partners?

--None--

View all dependencies

Do you need NGen help to find partners?

--None--

View all dependencies

* Does this project create new IP?

--None--

* Is project first of its kind in Canada?

--None--

* Is project first of its kind Globally?

--None--

* What is innovative and transformational?

* Plans to commercialize the IP globally?

--None--

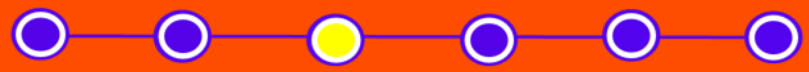
* How will partners benefit commercially?

Admin Fee Agreed Upon by Members

- Fill all cells and check off the check box

Intake / Screening

Project Funding and Finance



Project Funding and Finance

* Is there other Government funding?

--None--

Source

Amount

* Any single piece of Capital Ex > $1M?

--None--

* Need help acquiring additional funding?

--None--

View all dependencies

Share info with other govt. sources?

--None--

View all dependencies

Other Government Funding Sources

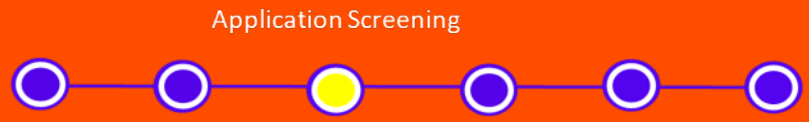
Available | Chosen

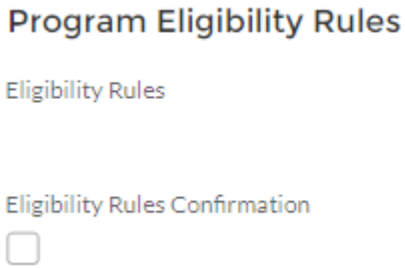
View all dependencies

Agree to NGen's financial due diligence

- Fill all cells and check off the check box

Intake / Screening
Project Eligibility Rules

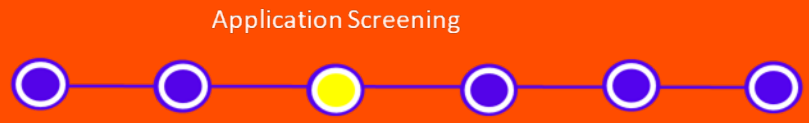


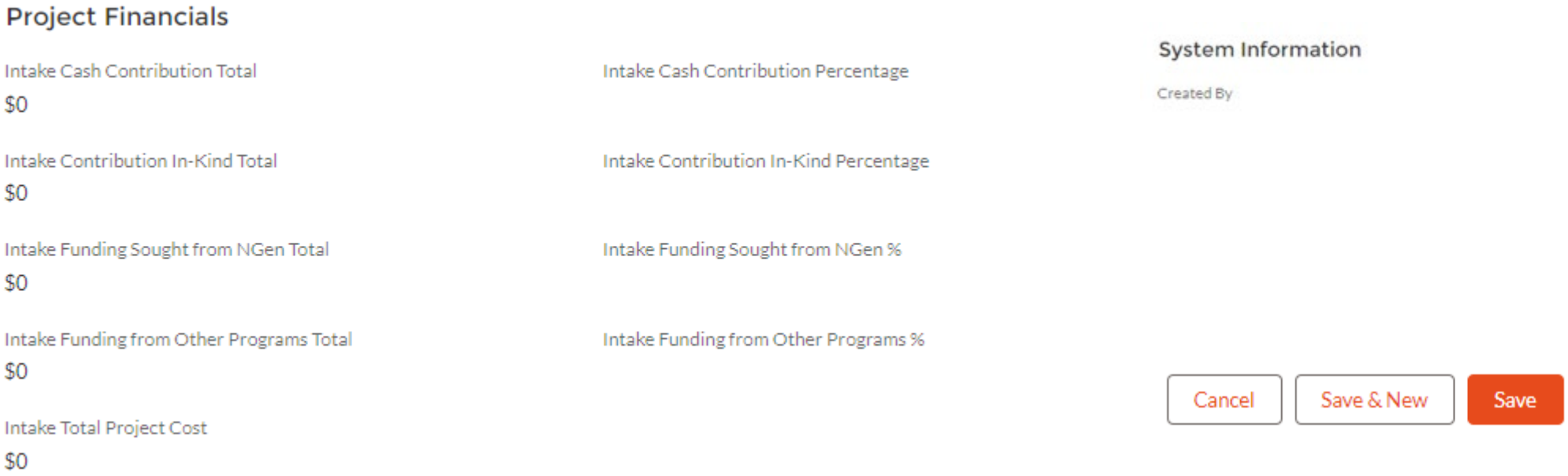


- The Eligibility Rules are in the Project Guide. Please review and check off the check box for Eligibility Rules Confirmation

Intake / Screening

Project Financials & System Information

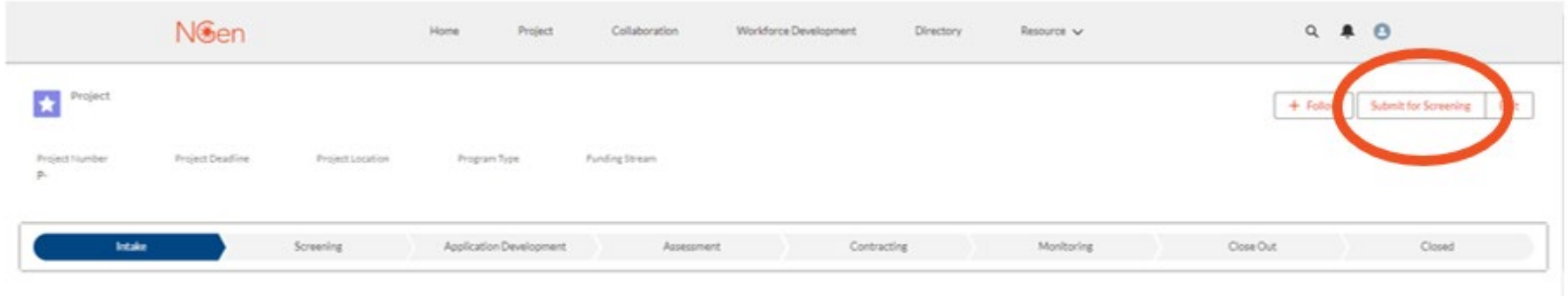




- Project Financials will show you the total summary of everything you have entered in the Project Financials by Partner
- System Information shows you who created the application and who it was modified last by
- When you are finished click on Save.

NGen Screening

project@ngen.ca



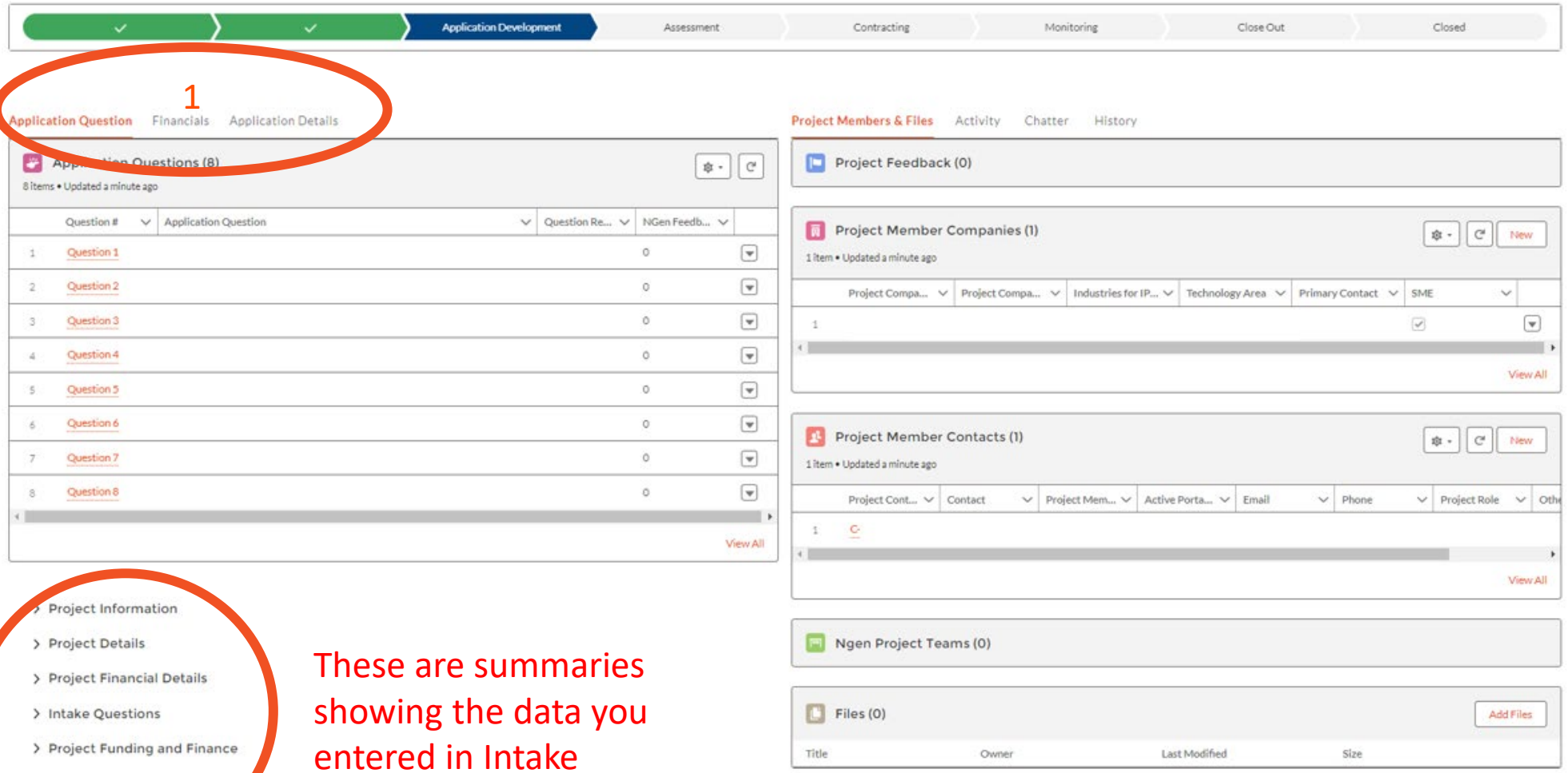
- **Once complete "Submit for Screening".**
  Submitting for Screening is not submitting a Full Application for funding.

- 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. I 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 your application's assigned Project Development Director, or the Project Finance team.

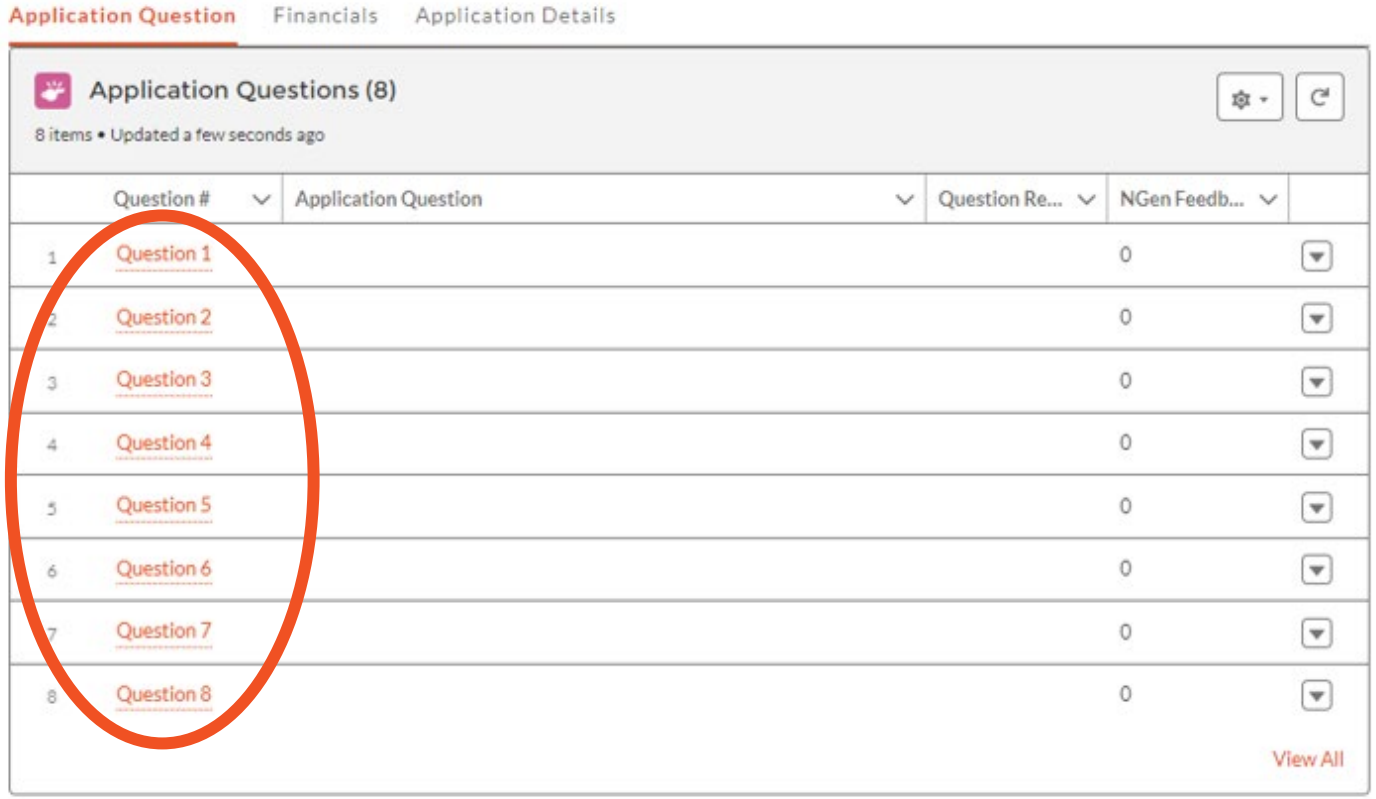
Application Development



These are summaries showing the data you entered in Intake

1. You are now in Application Development where you need to fill out 3 additional sections
   - Application Question
   - Financials
   - Application Details

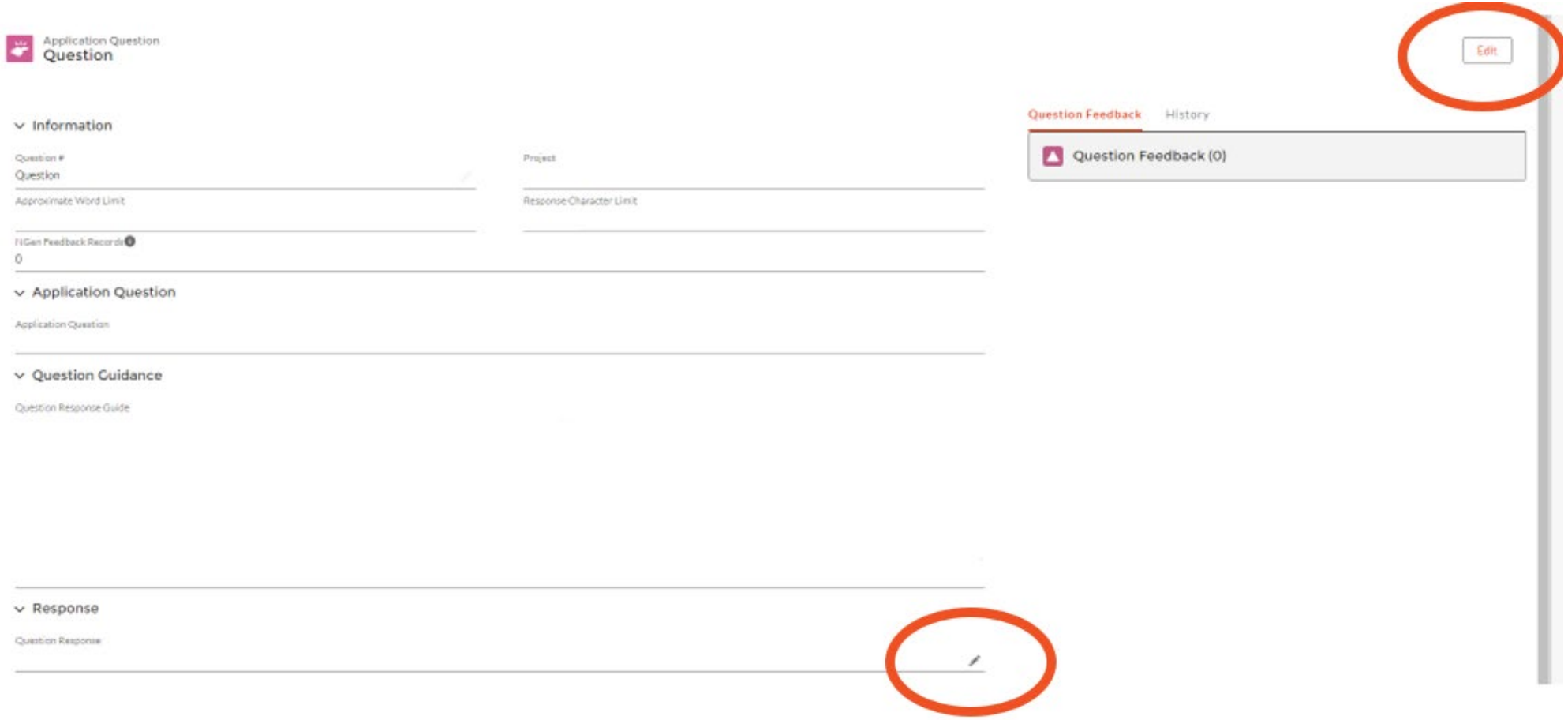
Application Development
Application Questions



Click on the questions to begin.

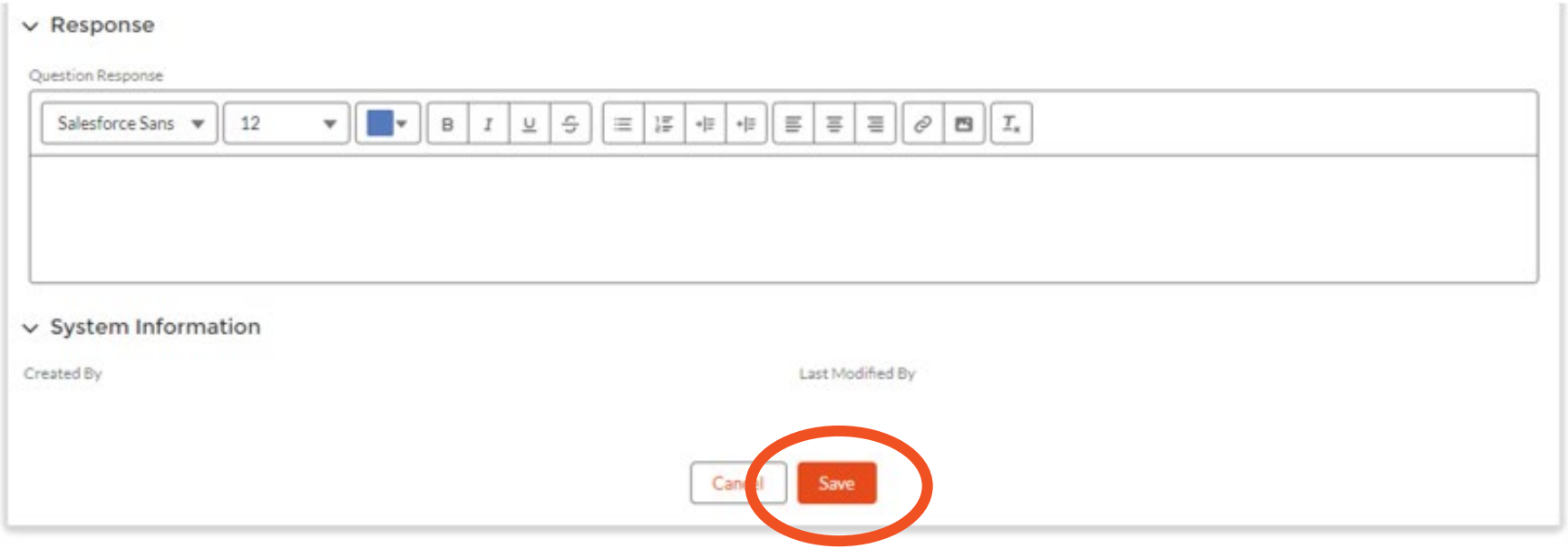
Application Development

Application Questions



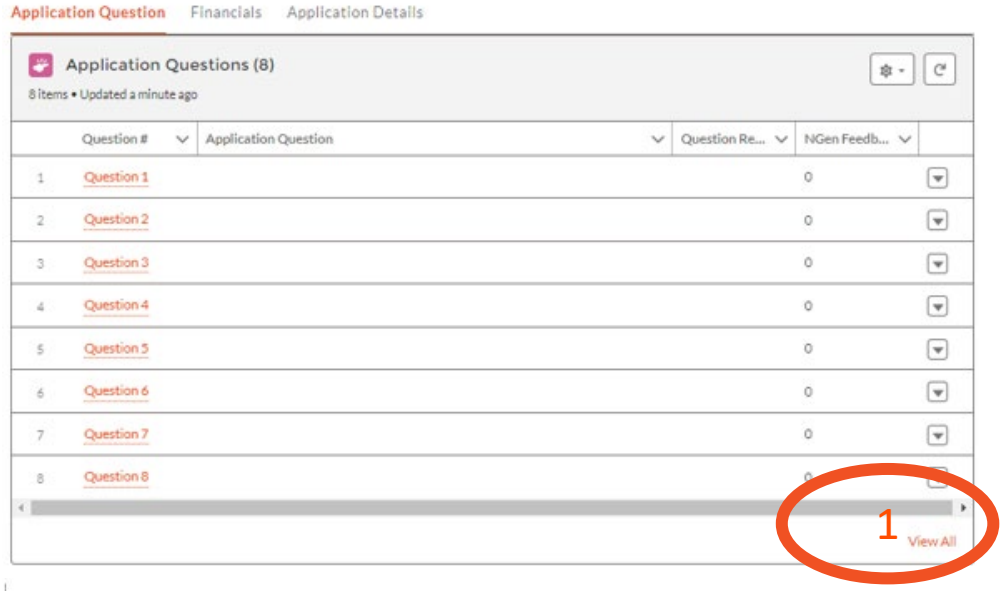
Click on edit or the pencil to open it in edit mode.

Application Development
Application Questions



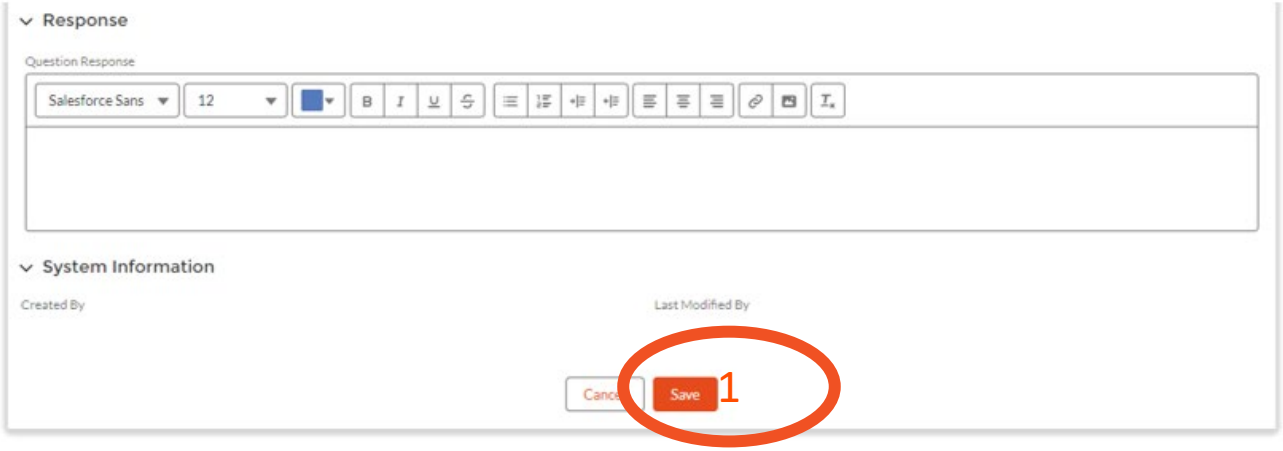
Fill in your response and “Save”. Click on the Project name to go back to questions.
Repeat for each question.
OR use “View All” option (see next slide).

Application Development
Application Questions



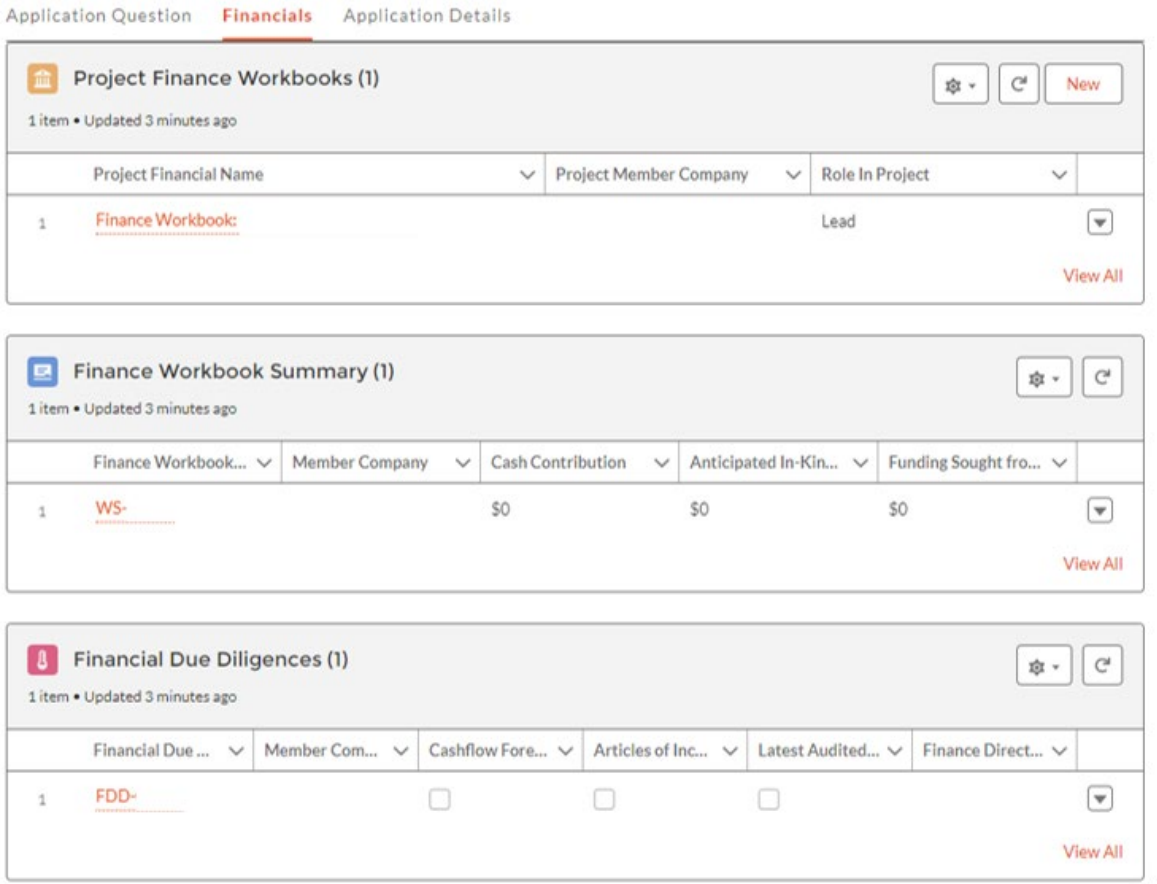
1. Click on “View All”.
2. Click on the arrow and then “Edit”.

Application Development
Application Questions



1. Fill in your response and “Save”.
2. You will be back on the View All screen, click on the arrow and edit on the next question.
Repeat for each question.

Application Development
Financials

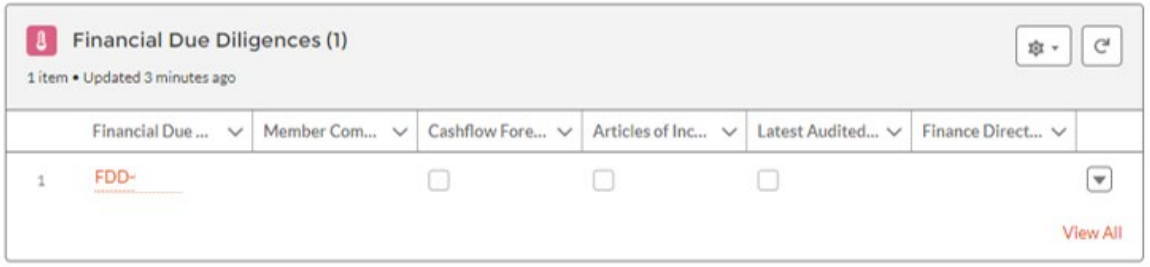


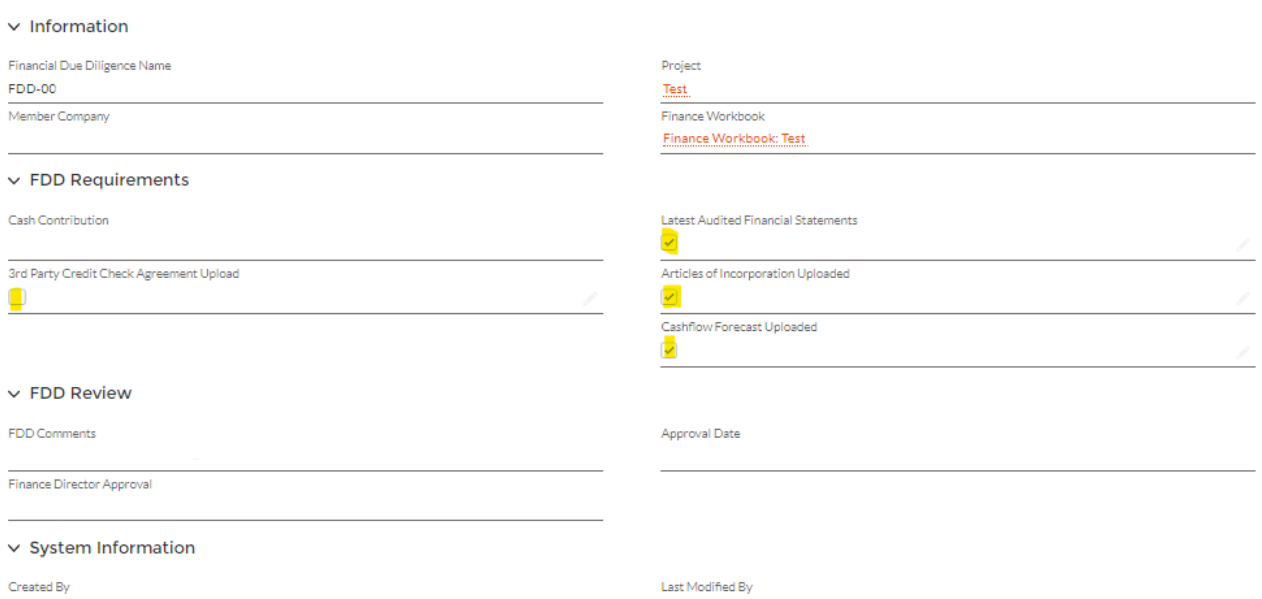
Each section needs to be completed separately by both the Lead applicant and each partner.

For detailed explanation on how to complete the Finance workbook document, please see the Finance Guidance Presentation

Application Development

Financials – Financial Due Diligence – Submission form

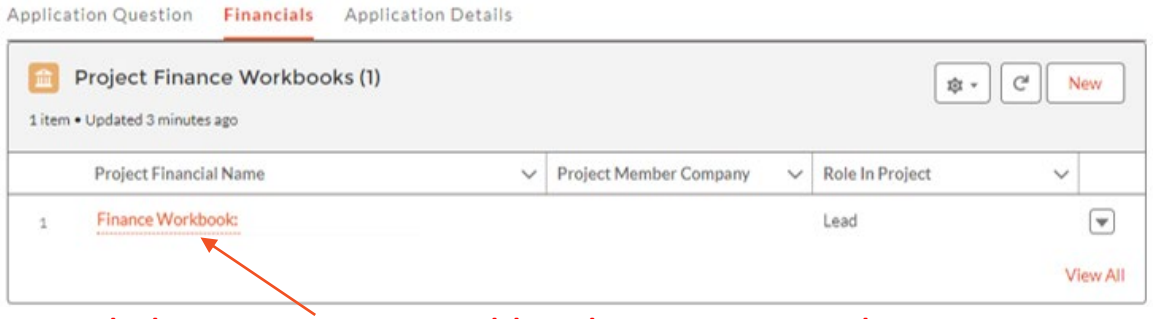




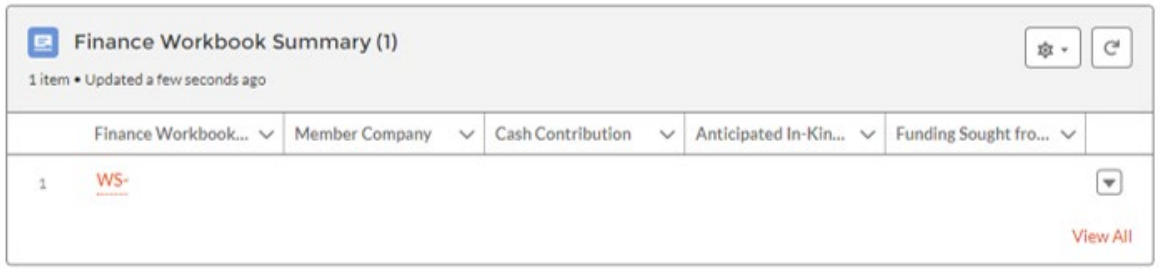
On this screen you can load your confidential files on the right (click “related”) and check boxes that tell us what documents you have submitted for our approval.

Application Development

Financials – Project Finance Workbooks

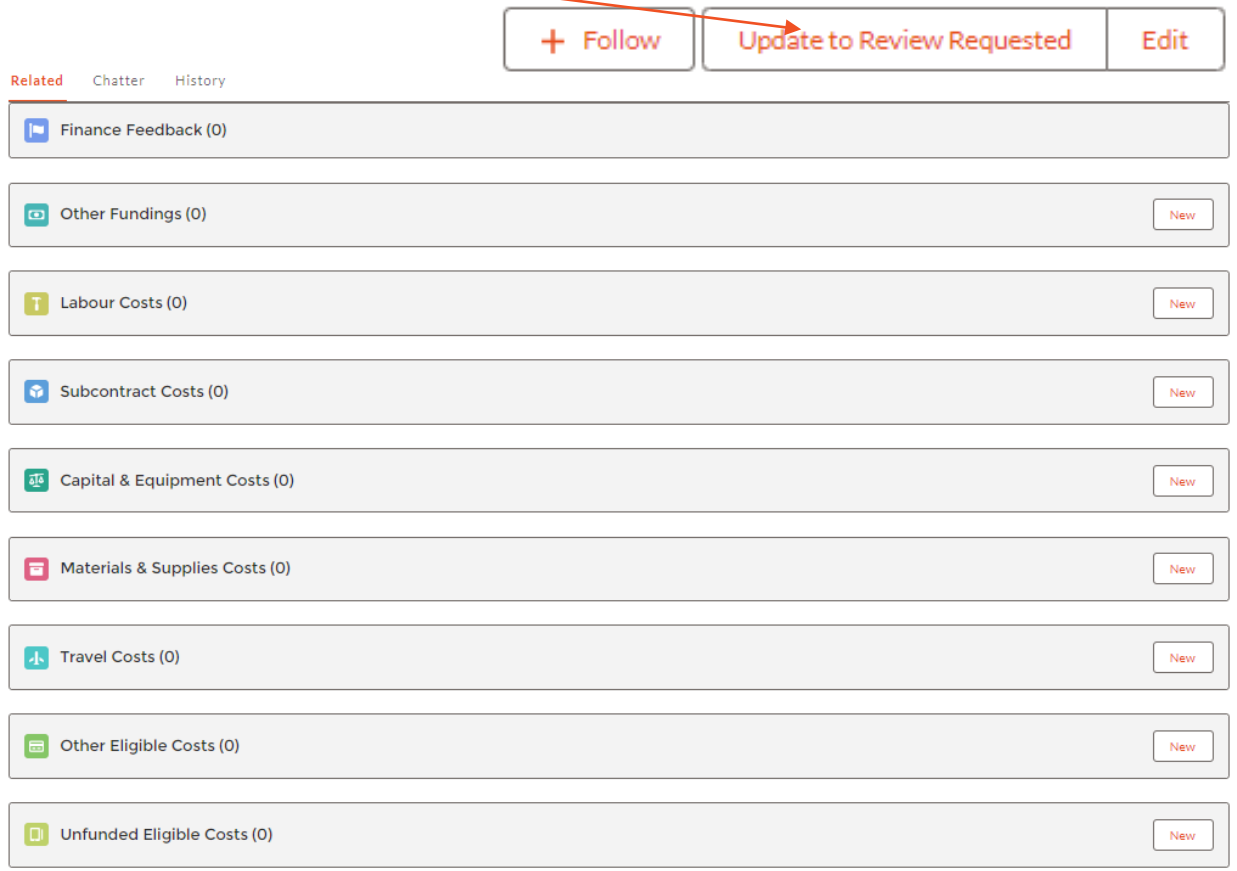


Click on Finance Workbook to open up this section.



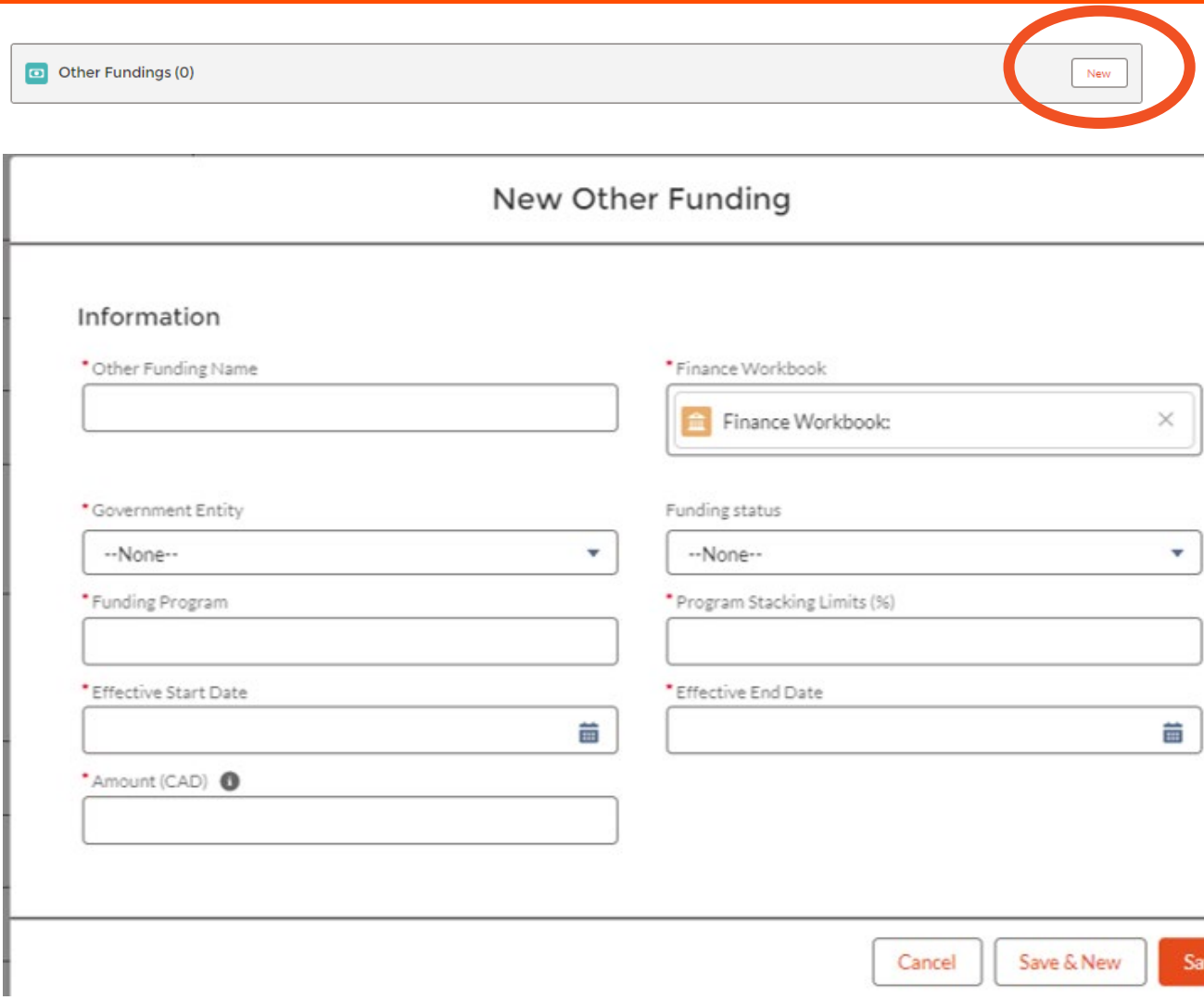
The summary is populated from the data entered in the Workbooks

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



Application Development

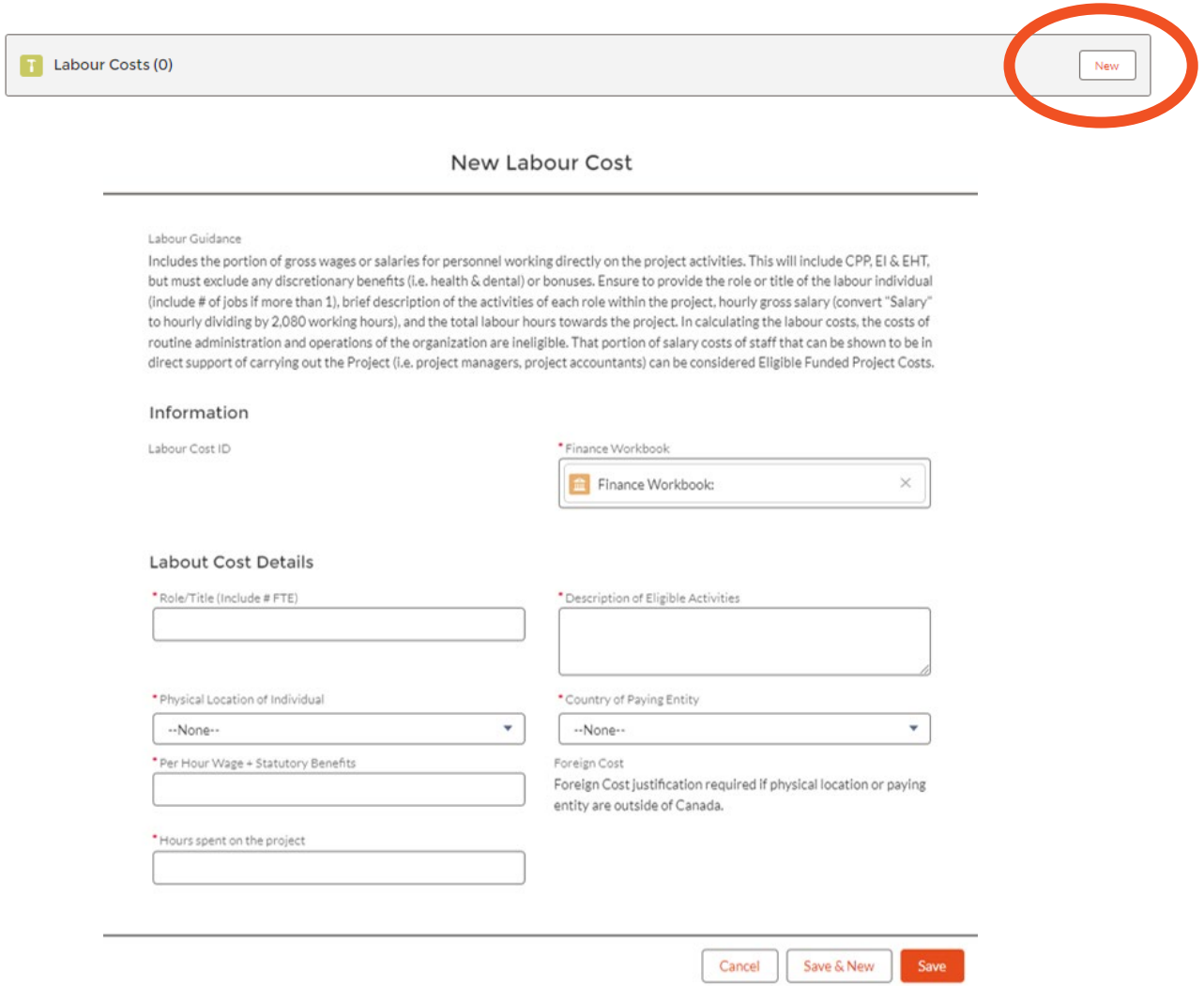
Financials – Project Finance Workbooks – Other Funding



Click on “New” to fill out this section & then “Save”

Application Development

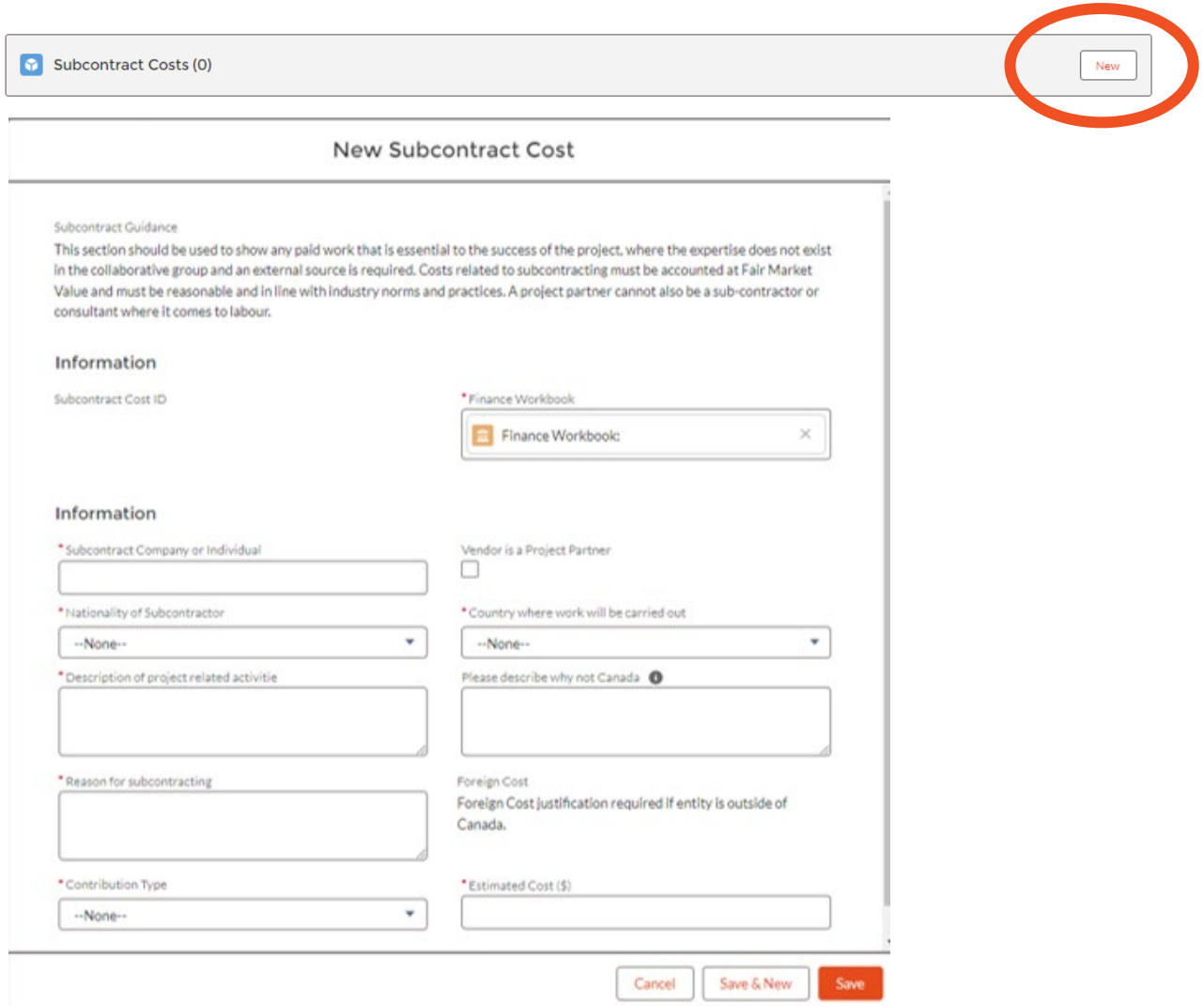
Financials – Project Finance Workbooks – Labour Cost



Click on “New” to fill out this section & then “Save”

Application Development

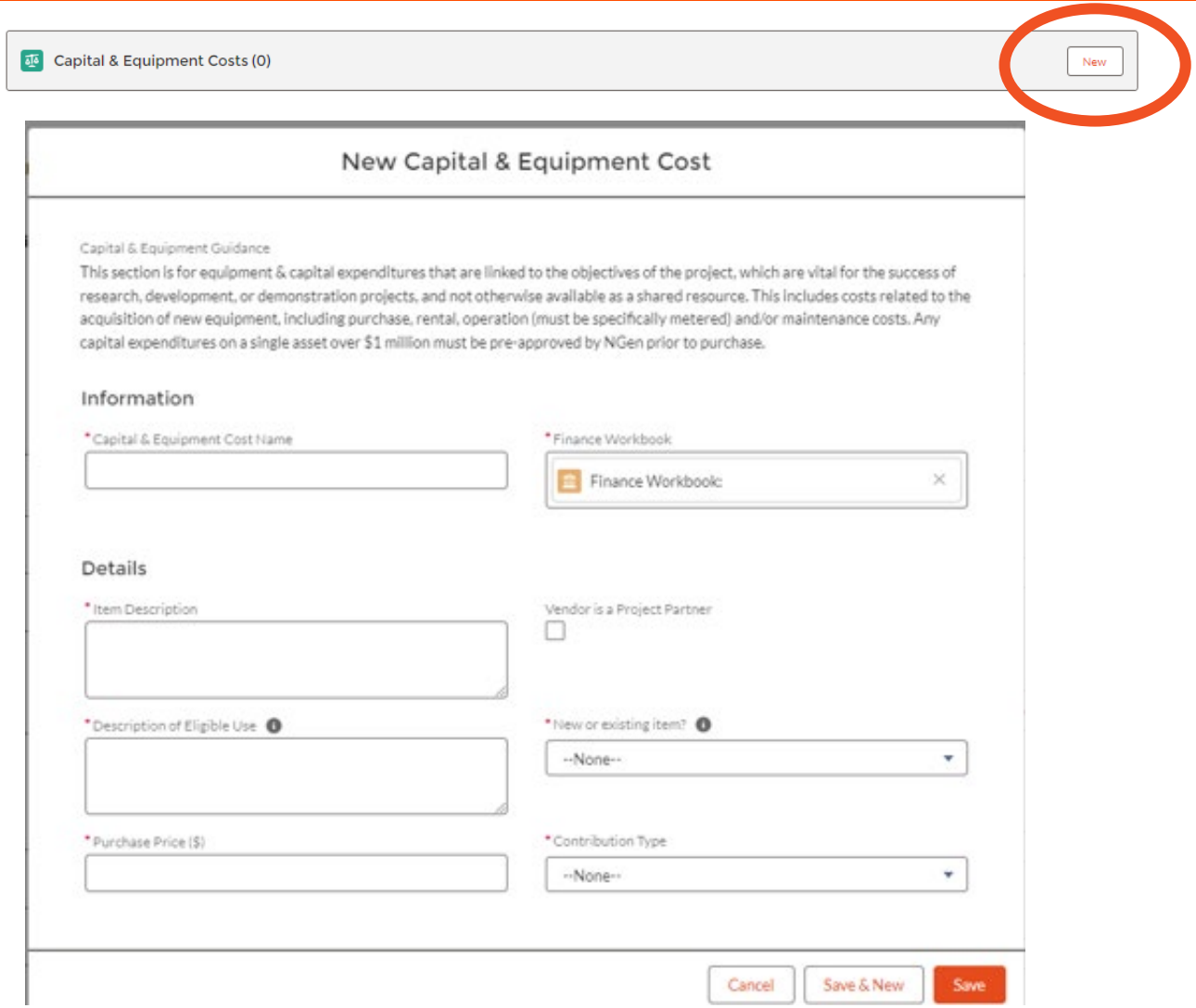
Financials – Project Finance Workbooks – Subcontract Cost



Click on “New” to fill out this section & then “Save”

Application Development

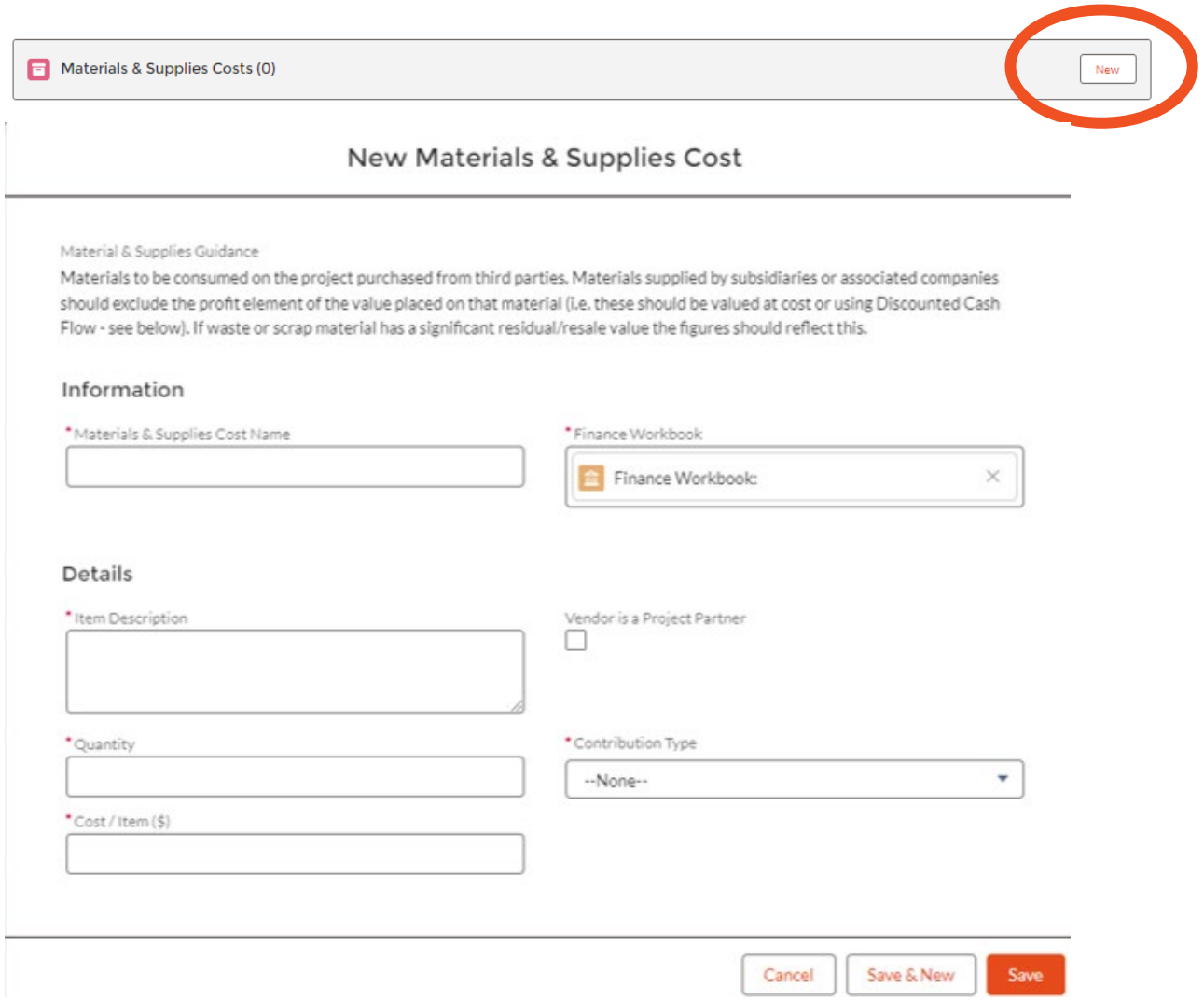
Financials – Project Finance Workbooks – Capital & Equipment Cost



Click on “New” to fill out this section & then “Save”

Application Development

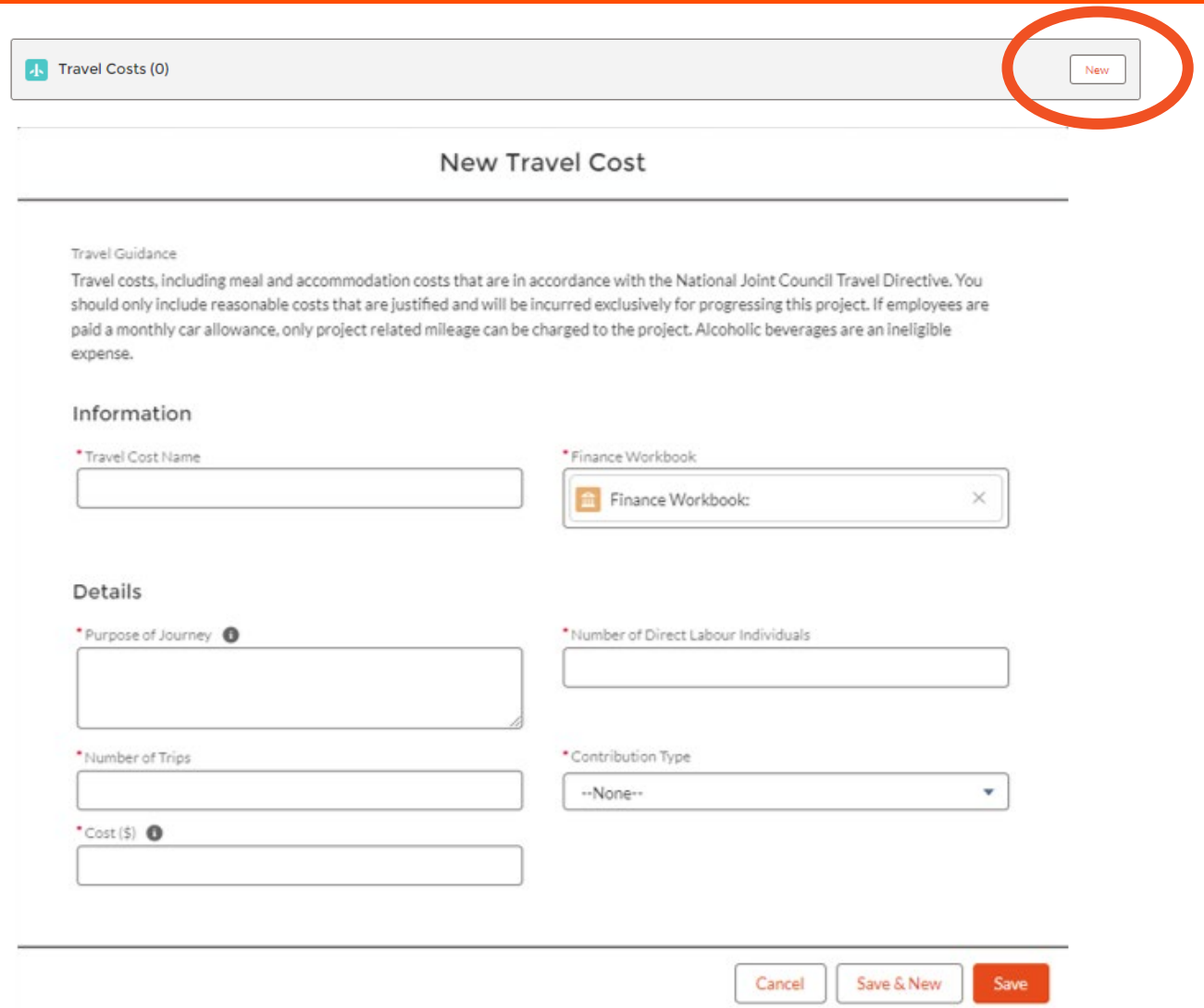
Financials – Project Finance Workbooks – Materials & Supplies Cost



Click on “New” to fill out this section & then “Save”

Application Development

Financials – Project Finance Workbooks – Travel Cost

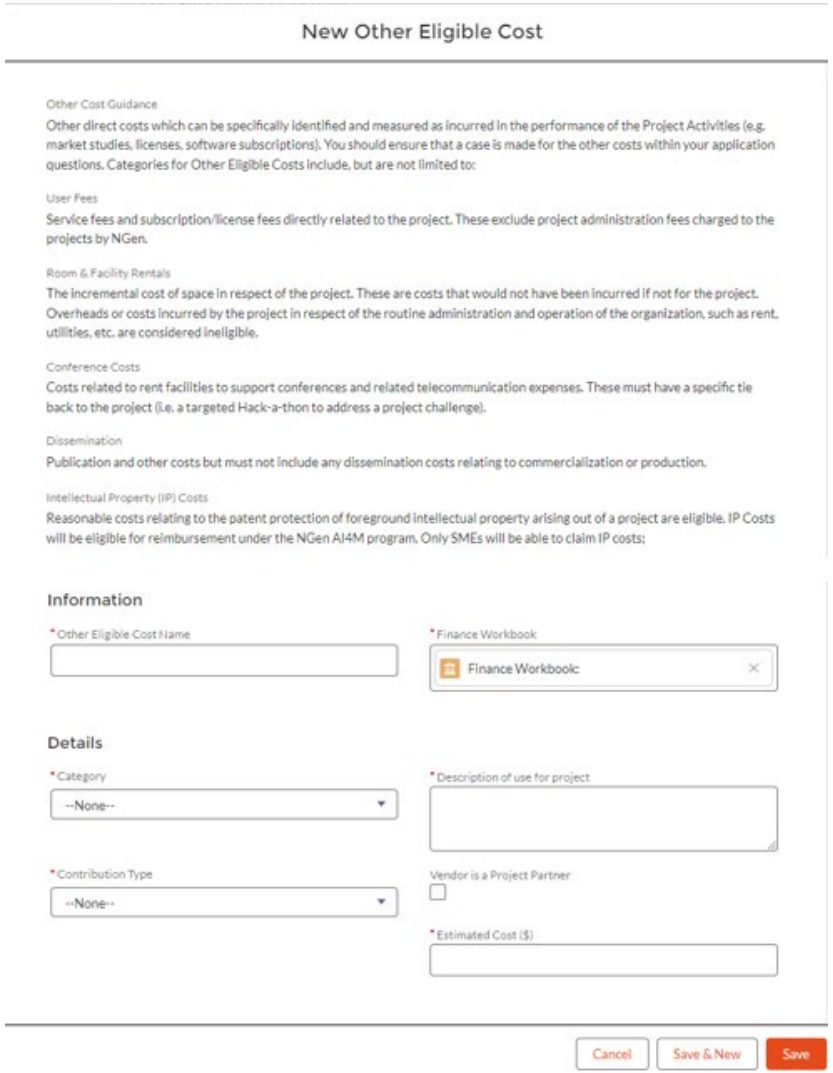


Click on “New” to fill out this section & then “Save”

Application Development

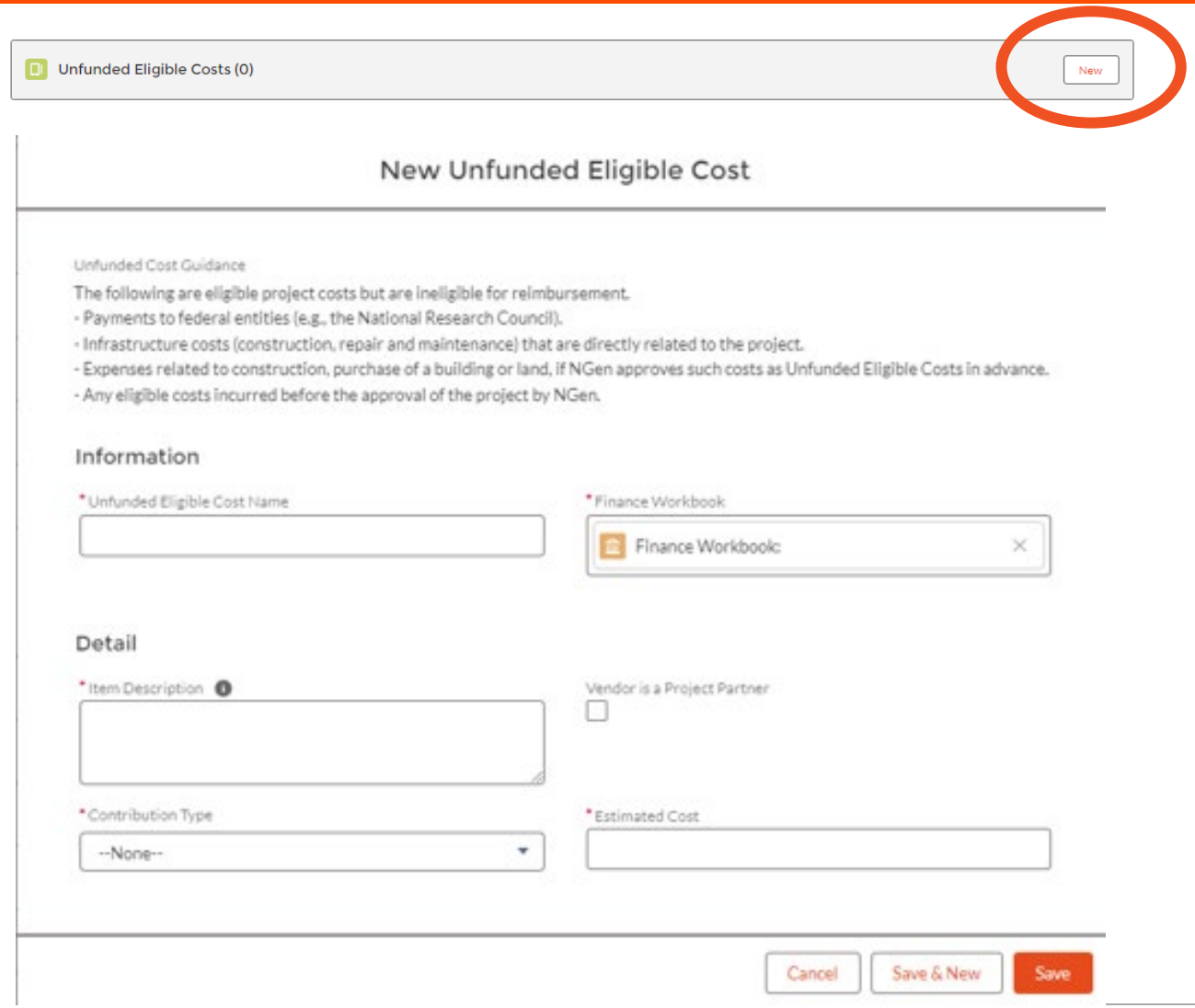
Financials – Project Finance Workbooks – Other Eligible Cost

Click on “New” to fill out this section & then “Save”



Application Development

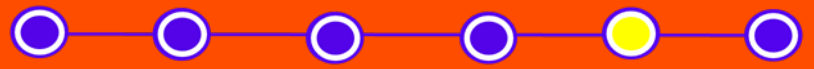
Financials – Project Finance Workbooks – Unfunded Eligible Cost



Click on “New” to fill out this section & then “Save”

Application Development

Application Details



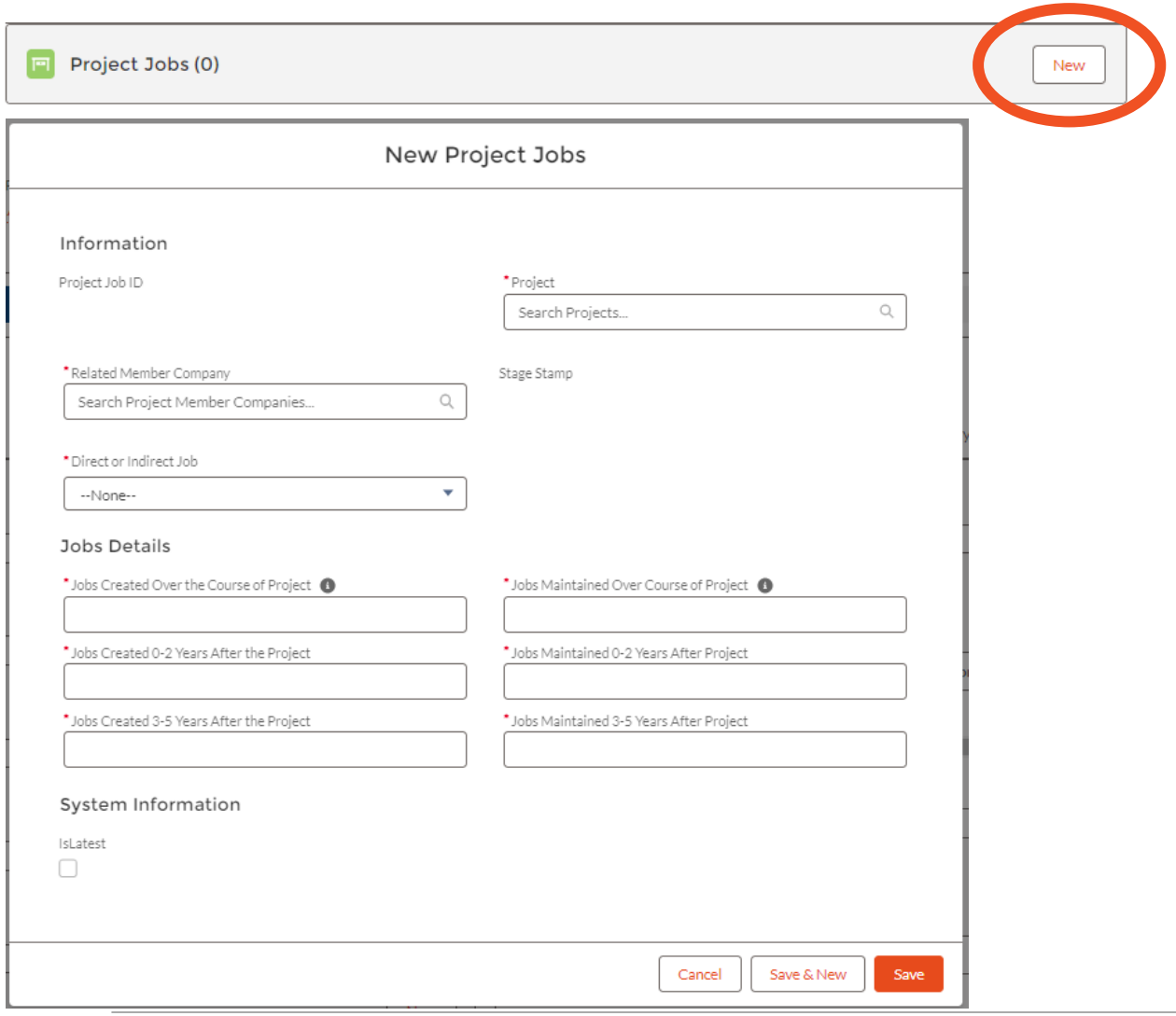
Application Question | Financials | Application Details

- Project Jobs (0) — New
- Economic Impacts (0) — New
- Academic/Research Involvements (0) — New
- Milestone Registers (0) — New
- Background IP (0) — New
- Foreground IP (0) — New

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

Application Development

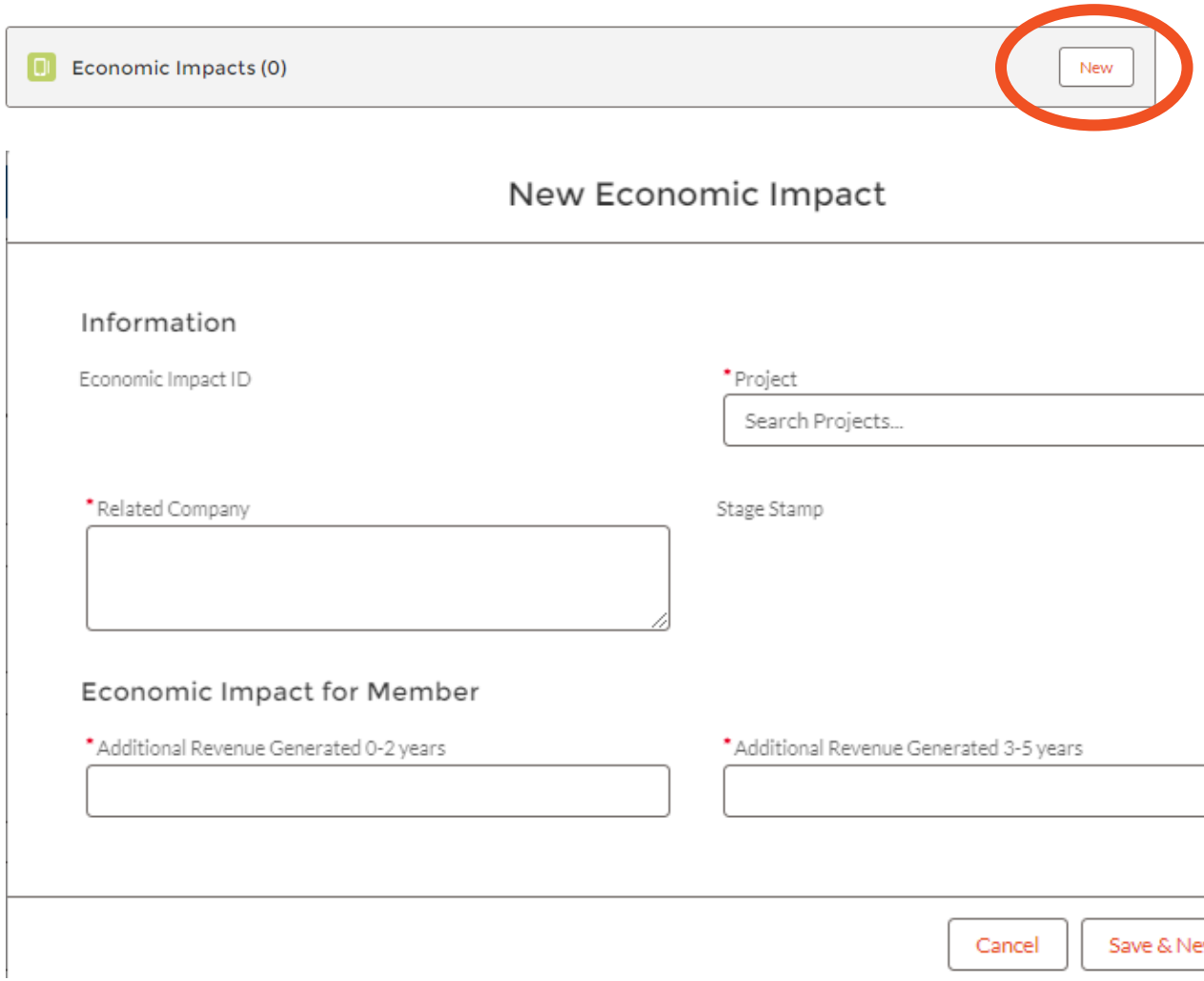
Application Details – Project Jobs



Click on “New” to fill out this section & then “Save”

Application Development

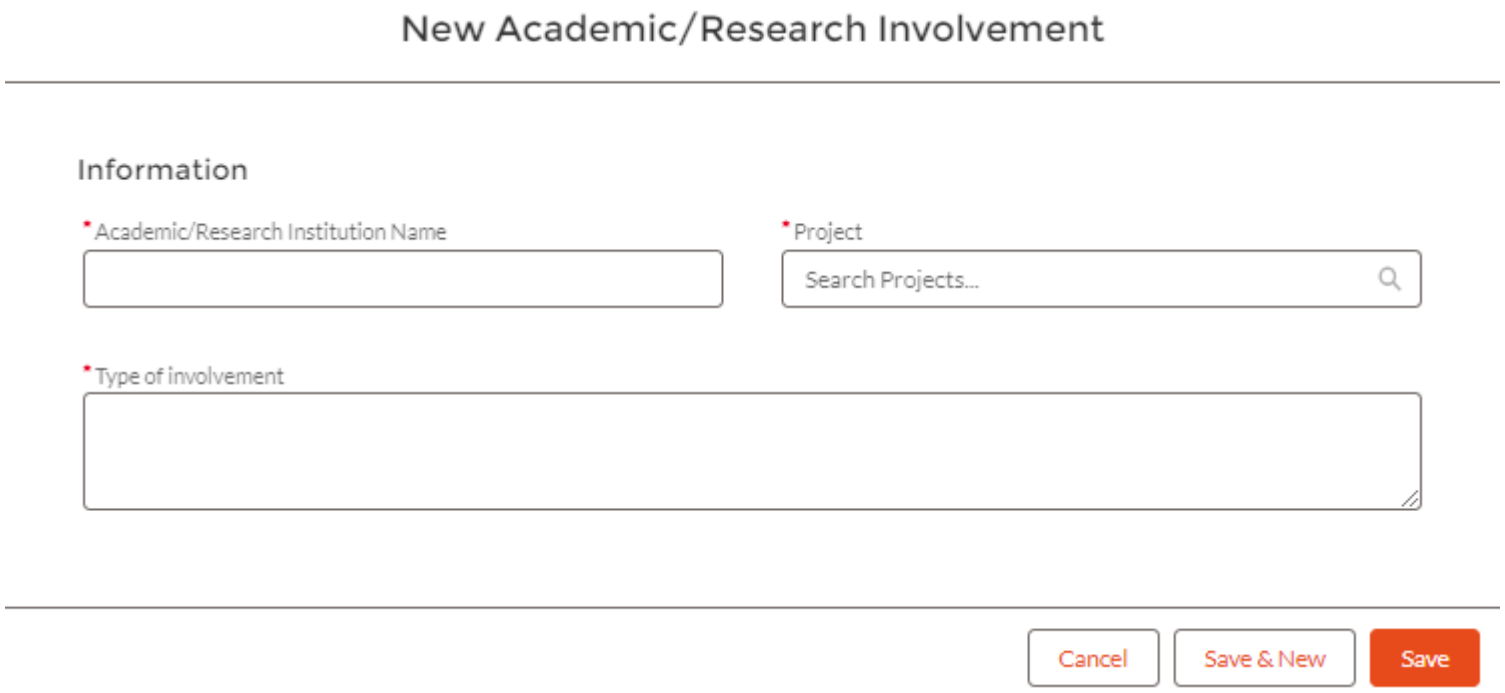
Application Details – Economic Impacts



Click on “New” to fill out this section & then “Save”

Application Development

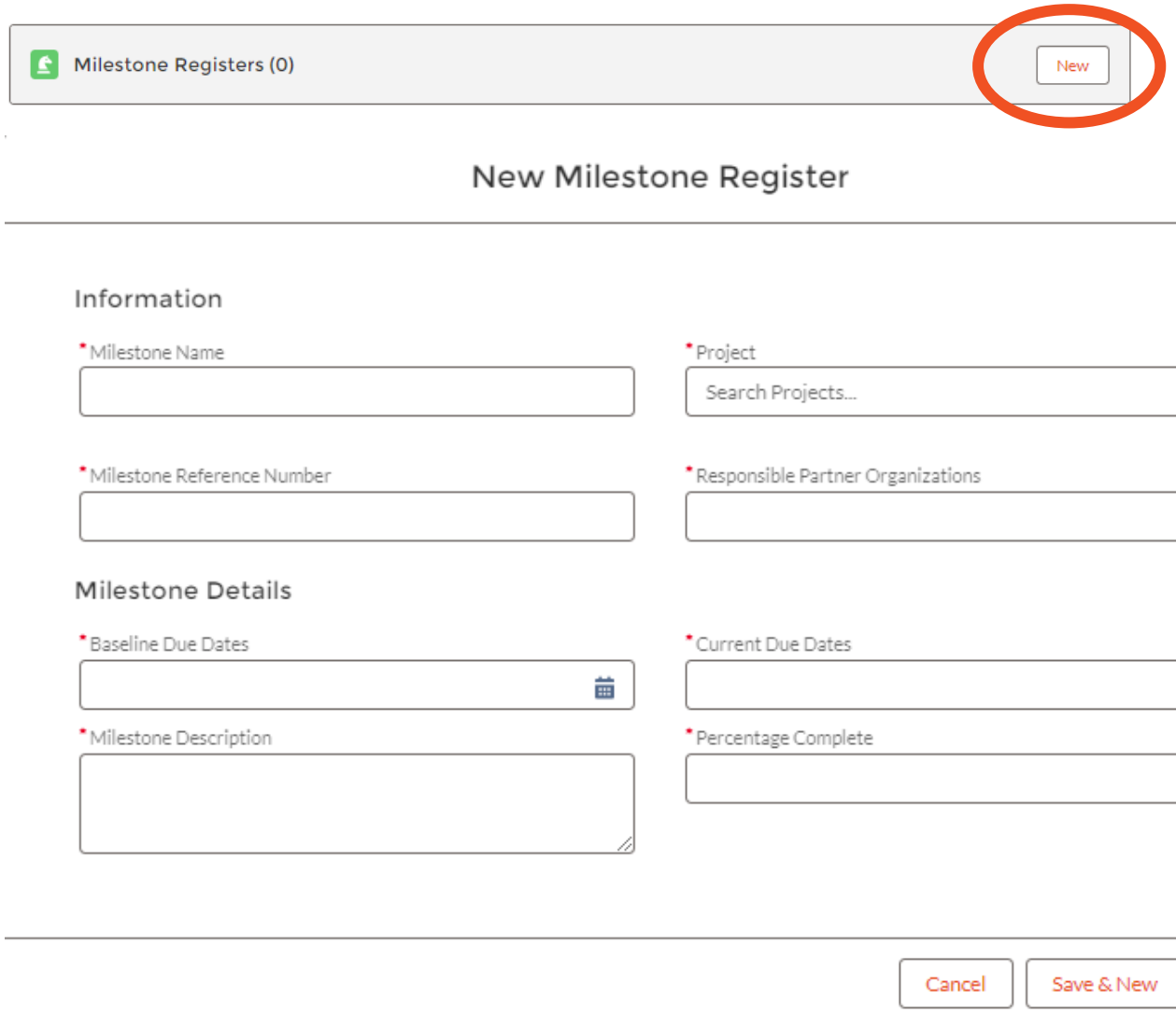
Application Details – Academic / Research Involvement



Click on “New” to fill out this section & then “Save”

Application Development

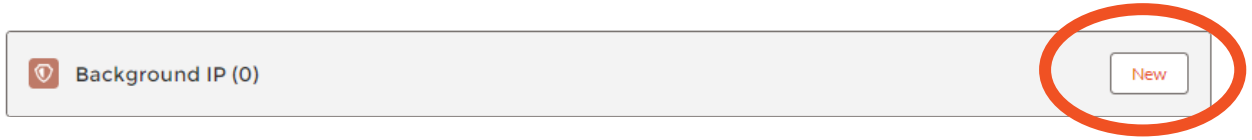
Application Details – Milestone Register



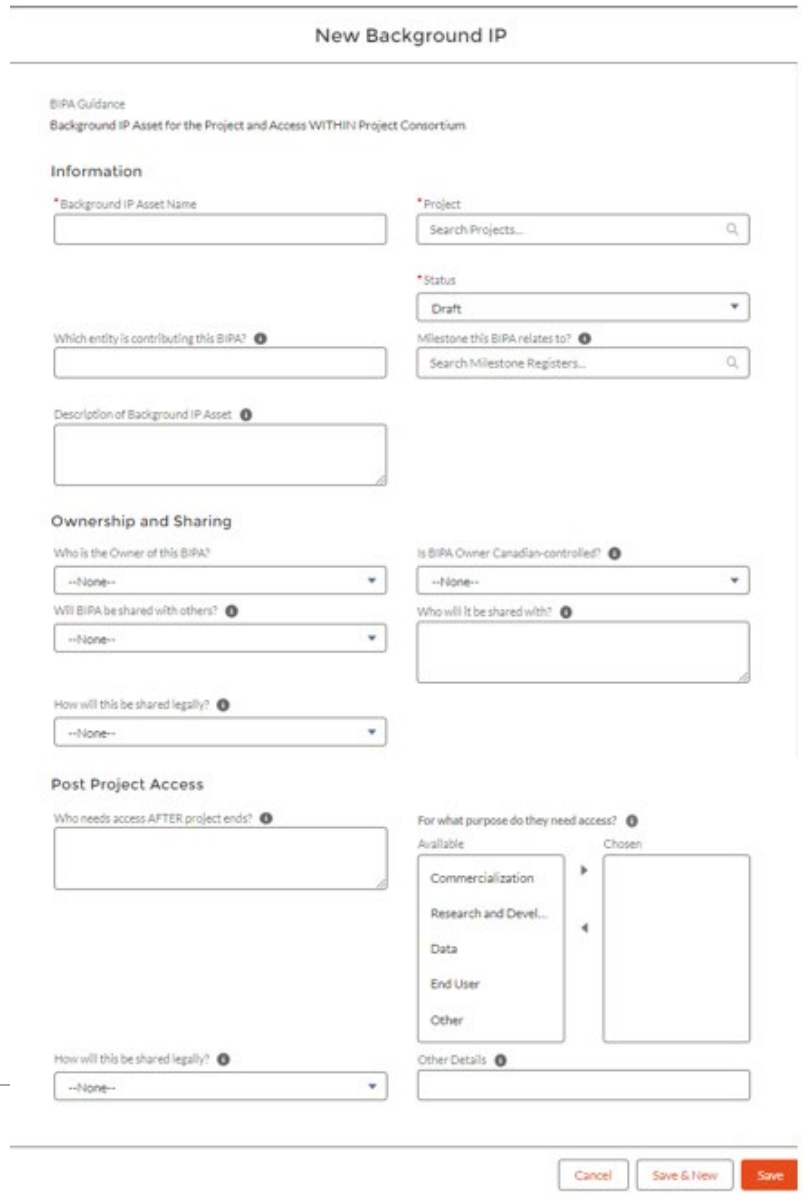
Click on “New” to fill out this section & then “Save”

Application Development

Application Details – Background IP

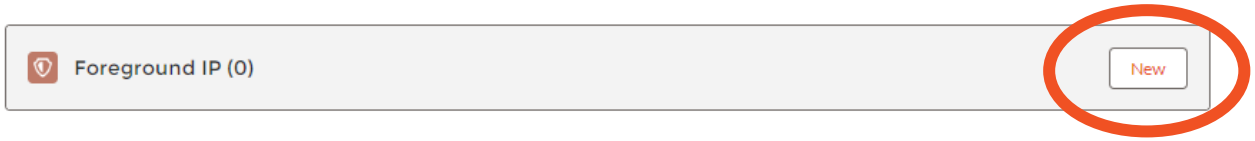


Click on “New” to fill out this section & then “Save”

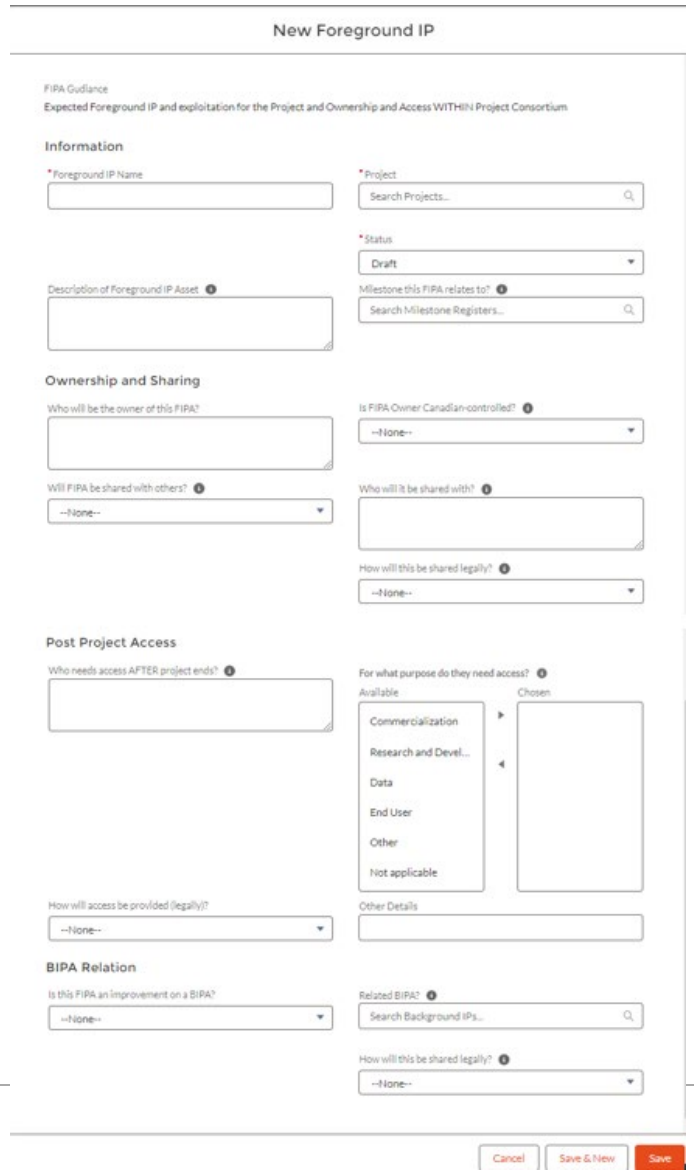


Application Development

Application Details – Foreground IP

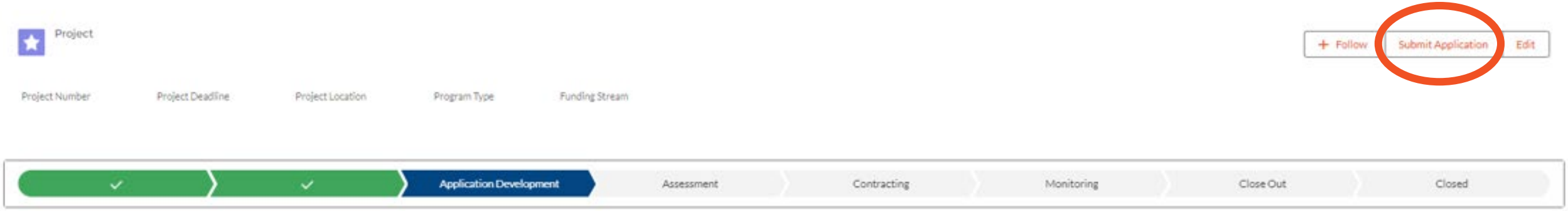


Click on “New” to fill out this section & then “Save”



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.

If your Project is recommended!

Consortium and NGen sign a
Master Project Agreement.

We Kick-off the project

Guides, templates and presentations/videos
www.ngen.ca/funding

Funding Programs

NGen administers funding as the leader of Canada's Global Innovation Cluster for Advanced Manufacturing. Apply for new project funding opportunities and review previously administered programs below.

These will be found under the Funding Opportunities. Select which one you are applying for

Open Funding Opportunities

Future Funding opportunities

Future Funding opportunities

Thank You!

NGen Next Generation Manufacturing Canada

project@ngen.ca