



**SECTION B: PROJECT DESCRIPTION**

**Key Objectives and Impact: (max. 300 words)**

What problem(s) or challenge(s) does the project aim to address? How will the results assist Atlantic Canada's offshore petroleum industry in achieving its objectives and contribute towards meeting the technology challenges? How would the technology help members in their business and why should they support your proposal?

**Key Deliverables: (max. 300 words)**

What is the expected technology, service, or improved process/methodology that will result from the research project? Include location (province) where the research/work will be undertaken and brief (high level) time lines to complete the deliverables.

**Project Management: (max. 200 words)**

Briefly describe the overall project management strategy, including details on the decision-making structure within the project team, communication flow with externals, quality control, etc. Specify authorization levels, legal, financial, planning, etc. as appropriate.

<b>Work Plan and Expected Outcomes:</b>	
Briefly describe the work plan, methodology and approach for each key element or research work package. Specify any unique/specialized facilities that will be used. For each work package below, list expected outcomes that can be used by PRAC to measure project progress and results.	
<i>Note: Reports and papers are not considered to be outcomes, but rather means of describing them.</i>	
<b>Time Reference (e.g. Year One or Months 1 to 6, etc.):</b>	
Work Package Title:	
Description:	
Result/Outcome:	
Anticipated Start Date:	Anticipated End Date:
<b>Time Reference:</b>	
Work Package Title:	
Description:	
Result/Outcome:	
Anticipated Start Date:	Anticipated End Date:
<b>Time Reference:</b>	
Work Package Title:	
Description:	
Result/Outcome:	
Anticipated Start Date:	Anticipated End Date:
<b>Time Reference:</b>	
Work Package Title:	
Description:	
Result/Outcome:	
Anticipated Start Date:	Anticipated End Date:
<b>Time Reference:</b>	
Work Package Title:	
Description:	
Result/Outcome:	
Anticipated Start Date:	Anticipated End Date:

**SECTION C: INNOVATION**

**Intellectual Property:**

Please provide brief details of any patents or pending applications associated with the proposed project, including filing dates and numbers; and outline the steps already taken to ensure no infringement.

**Innovative Nature of Project: (max. 300 words)**

What is the *unique or inventive step* that your proposed work offers in comparison to current similar products/services/methodologies available in the market place today? (Include global perspective where applicable.)

**SECTION D: COMMERCIAL POTENTIAL**

**Relevance and significance to the Offshore Oil and Gas Industry in Atlantic Canada and Internationally:**

Please comment on the business relevance and/or commercial value of the proposed work to the Atlantic and international offshore oil and gas industry. Comment on the specific benefits that the project will bring to this industry (i.e. improved time and cost efficiencies, improved safety features, improved product mobility/portability, etc.). What risks (marketing, financial or technical) might there be in entering/expanding in this market?

**Stakeholders:**

Identify who will use or benefit from this research/technology? Have you communicated with potential industry users? If so, please comment on their opinion and/or possible interest in collaborating on the project. Please attach Letters of Support where available.

SECTION E: FINANCIAL		
Summary		
Project Duration:	Box (a) - Total Project Cost: (=boxes b+c+d) \$	Box (b) - Funding Request to PRAC: \$

Financial Details:						
Proposed Eligible Costs (include total project costs including those proposed to be funded by PRAC):						
PRAC Eligible Costs	Year 1	Year 2	Year 3	Year 4 (JIP only)	Year 5 (JIP only)	Total
<b>Personnel Salaries:</b>						
a. HQPs (Undergrad, Masters, PhD)						
b. Post-doctoral fellows						
c. Technical/professional assistants						
d. Other (please specify)						
<b>Equipment/Facilities (please specify):</b>						
a.						
b.						
c.						
d.						
<b>Materials &amp;Supplies (general listing):</b>						
a.						
b.						
c.						
d.						
<b>Travel:</b>						
a. Conferences						
b. Field Trials						
c. Consultation						
d. Other (please specify)						
<b>Dissemination:</b>						
a. Hosting workshop(s)						
b. Publications/papers						
c. Industry Outreach						
d. Other (please specify)						
<b>Other (please specify):</b>						
a.						
b.						
c.						
<b>Total Project Costs:</b>						

Box (a)

**Budget Justification: Attach as appendix**

Please outline specific details on each budget item identified in the Financial Details as per Section D above. Include details on student hiring (UG, Masters, PhD, PDF, tech.), type of equipment/instrumentation and its use, information on field trials, details on materials & supplies, purpose of travel, dissemination strategy, etc.  
**PLEASE ATTACH THIS SECTION AS AN APPENDIX**

PRAC Funding (specify how PRAC funds will be allocated; i.e. \$ per year, per eligible cost item)						
Eligible Cost Item	Year 1	Year 2	Year 3	Year 4 (JIP only)	Year 5 (JIP only)	Total
Personnel Salaries (HQPs & Technicians)						
Equipment/Instrumentation						
Material & Supplies						
Travel						
Dissemination of Project Results (eg. Workshops, presentations, publ. etc.)						
Other (specify)						
<b>Total PRAC Funding</b>						

Box (b)

Other Project Financing Secured (external to PRAC):							
	Inst./Org./Co. Name	Year 1	Year 2	Year 3	Year 4 (JIP only)	Year 5 (JIP only)	Total
Cash Contribution							
<b>Subtotal Cash</b>							
In-kind Contribution							
<b>Subtotal In-kind</b>							
<b>Subtotal Project Financing - Secured</b>							

Box (c)

Other Project Financing Applied for/to be Applied for (external to PRAC):							
	Inst./Org./Co. Name	Year 1	Year 2	Year 3	Year 4 (JIP only)	Year 5 (JIP only)	Total
Cash Contribution							
Subtotal Cash							
In-kind Contribution							
Subtotal In-kind							
Subtotal - Project Financing applied for/to be applied for							

Box (d)

Total Project Cost							
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(Boxes b+c+d)  
also = Box (a)

**SECTION F: OTHER PROJECT DETAILS**

**Dissemination of Results:**

Proponents are required to actively disseminate project results or otherwise make deliverables available, particularly to those who are the principal financiers of PRAC-funded projects (i.e. industry). Outline the plan to conduct this dissemination. For example, in addition to PRAC reports, what other peer reviewed publications/papers might arise from the research and how will they be disseminated? For technology development projects, how will products become commercially available to the offshore industry?

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**Have you or any of your project team submitted this proposal or one similar in content as a project to industry or any other research funding program?**

Please provide brief details.

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**Field Trial (s)**

Does the project require field trial(s)? Briefly describe any field trial requirements, including details on test location, asset, trial duration, planning window, in-kind collaborations, and where applicable, possible constraints that could impact on the trial(s).

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**SECTION G: PROJECT TEAM AND RESEARCH FACILITIES**

Complete Section F for project lead and each co-applicant and external expert involved in the project. Use copy and paste keys to add in this subsection for each research team member.

Role/Function in Project (i.e. researcher, unique facilities, external expertise, commercialization support, etc.):

Title:	First Name:	Last Name:
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Phone:	Fax:	E-mail:	Website:
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Institution/Org./Co. name:	Number of employees (Co. only):
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Department:

Address:

Names of principal owners (>25% ownership):

Relationship to other partners (i.e. operational and/or financial –briefly describe):

Relevant Expertise/Experience (include only a 10-line CV summary of this individual):

I certify the above information is accurate and that my inst'/org./co. has agreed to participate in this proposal.

Signature of project team member:	Date:
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**Research Facility(ies):**

Complete this section for **each** research facility that will be used as part of this project. Use the copy and paste keys to add in this subsection for each research facility.

Facility Name:

Primary Contact (related to the proposed project):

Address:

Facility Website:

Role/Function in Project (i.e. unique laboratories/equipment, etc.)

**SECTION H: SUGGESTED REFEREES**

Please provide information on experts (maximum of four) in the field of your proposed project. Please do not include collaborators, former mentors or students, or colleagues at your current or former institutions.

Name:	Telephone No.	
Affiliation:		
Mailing Address:	Are you known to this individual?	
	<input type="checkbox"/>	Yes
	<input type="checkbox"/>	No
E-mail Address:	Area of Expertise:	
Name:	Telephone No.	
Affiliation:		
Mailing Address:	Are you known to this individual?	
	<input type="checkbox"/>	Yes
	<input type="checkbox"/>	No
E-mail Address:	Area of Expertise:	
Name:	Telephone No.	
Affiliation:		
Mailing Address:	Are you known to this individual?	
	<input type="checkbox"/>	Yes
	<input type="checkbox"/>	No
E-mail Address:	Area of Expertise:	
Name:	Telephone No.	
Affiliation:		
Mailing Address:	Are you known to this individual?	
	<input type="checkbox"/>	Yes
	<input type="checkbox"/>	No
E-mail Address:	Area of Expertise:	

**SECTION I: APPENDICES**

**❖ REQUIRED: Budget Justification (please refer to Section E for details on requirements)**

And, please provide any additional information in support of your application such as:

- Diagrams and images
- Letters of Support from industry members/others
- If necessary, supplementary information pertaining to the main proposal sections (clearly indicate which section they pertain to)
- If necessary, information not requested in the proposal but that you feel is pertinent to the evaluation