

Program Guidelines for

Alberta Bio Future

Strategic Priority Area

Product and Technology Commercialization

1.0 Purpose and Objectives

1.1 Purpose

Alberta Innovates Bio Solutions is building upon earlier provincial initiatives in the bioeconomy with a new program called **Alberta Bio Future** (ABF) to accelerate growth in this sector.

Past initiatives included: [Recommendations to Build Alberta's Bioeconomy \(BioE Initiative\)](#) (2013), [Alberta Forest Products Roadmap](#) (2011) and [Getting Value from Every Fibre \(Fibre Roadmap\)](#) (2007).¹

A total of \$26.85 million (M) in grants arising from the Fibre Roadmap initiative were invested in activities directed at new bioindustrial product development, conversion technologies and market readiness, and feedstock development and primary processing. A results-based budgeting (RBB) review in 2013 found that these grants succeeded in:

- Fostering collaborative research and development projects.
- Creating, commercializing or licensing new bioindustrial products and bioindustrial technologies.
- Creating companies and new jobs.
- Encouraging investment by industry.

Alberta Innovates Bio Solutions, and the Ministry of Innovation and Advanced Education, have created the new Alberta Bio Future program with \$20M in funding to build upon these successes and take advantage of emerging opportunities. The program will run until March 31, 2019.

In line with Government of Alberta priorities and the Alberta Innovates Bio Solutions Business Plan, the purpose of the Alberta Bio Future program is to increase the value derived from Alberta's abundant, renewable biomass resource, and to expand a competitive, sustainable and profitable bioindustrial sector (materials, chemicals and energy) through an integrated program with a strong industry focus. In addition to supporting the forest and agriculture sectors, the Alberta Bio Future program represents a potentially significant opportunity to diversify the provincial economy.

The Alberta Bio Future program has been designed to encourage and support collaborations and partnerships between industry, academia, research organizations and government, which focus on new and improved bioindustrial products and bioindustrial technologies.

¹ URLs for these documents:

BioE initiative: <http://bio.albertainnovates.ca/stratthemes/bioecoadvance/bioe-initiative/>

Forest Products Roadmap: <http://www.albertaforestroadmap.ca/>

Fibre Roadmap: http://eae.alberta.ca/media/180652/fibre_roadmap.pdf

Alberta Bio Future is the overarching program that will provide funding in these **three priority areas**:

- Discovery and developmental research
- Testing and commercialization
- Product and Technology Commercialization

Where applicable, biomass assessment and characterization, and the sharing of this information, will be required components in projects funded under Alberta Bio Future program areas.

Objectives:

- Enhance the value of Alberta's renewable and sustainable biomass resources by generating discoveries and innovations that translate into new and/or improved competitive products and technologies for the Canadian and international marketplace.
- Attract greater investment in bioindustrial products and bioindustrial technology development and commercialization.
- Enhance Alberta's reputation as a bioindustrial innovation hub.

Long-Term Outcome:

- Growth in revenue, jobs generated from Alberta-based companies producing new or enhanced biomaterials/bioproducts.
- Growth in international investment in Alberta-based companies producing new or enhanced biomaterials/bioproducts.

Nearer-Term Outcomes:

- Accelerate development and commercialization of new and improved bioindustrial products and bioindustrial technologies by research organizations and industry.
- Increased coordination and integration of organizations working to enhance bioindustrial products in Alberta.
- Increased ability of Alberta companies to access appropriate equipment, infrastructure and knowledge in Alberta to advance their bioindustrial innovations.

1.2 Guiding Principles

- **Value:** Projects must bring demonstrated value to Alberta and Albertans.
- **Rigour and Excellence:** Projects will be subject to rigorous evaluation.
- **Due Diligence:** AI Bio will only invest in high-quality projects that are supported by a good business case.
- **Industry Co-Funding:** Applicants are required to have industry support and co-funding.
- **Collaboration:** Applicants must identify opportunities for collaboration amongst government, academic and/or private-sector organizations to ensure effective use of resources and to maximize use of highly qualified personnel and infrastructure.

- **Leveraging:** Applicants should identify opportunities to maximize project financing through leveraging.
- **Multi-Sector Participation:** AI Bio encourages cross-sector participation in the development of innovations. For example, projects involving agriculture, forestry, the oil and gas sectors, as well as downstream users of products, are encouraged.
- **Alignment:** Projects must be aligned with Government of Alberta priorities and the current AI Bio Business Plan (<http://bio.albertainnovates.ca/about/corpinfo/>).

1.3 Eligibility

Projects must:

- Be completed by dates indicated in Section 2.1.
- Be from an Alberta-based applicant.
- Be submitted by operating companies, or sole proprietors.
- Have the project work carried out primarily in Alberta.
- Have a direct application to the bioindustrial sector. (Note: in this program, bioindustrial products exclude food, feed or pharma products.)
- Develop bioindustrial products and bioindustrial technologies that use renewable, sustainable biomass, with a focus on agriculture and forestry biomass, produced or available in Alberta.
- Focus on developments leading to a competitive advantage for Alberta companies or other direct benefit to Alberta.
- Engage a project team with demonstrated competence, experience and the organizational capacity to successfully complete the project.

1.3.1 *Product and Technology Commercialization:*

This Alberta Bio Future program has a total of \$3 M in available funding.

- It will support projects that focus on:
 - New bioindustrial products and bioindustrial technologies that will be commercialized within three years.
- Project activities will include pre-commercial or commercial development:
 - Pilot or scale-up work, prototype development.
 - Research – however, only as an activity required to directly support commercialization, i.e., market research, research to gain certification or implement codes or standards, etc.
- Requests for projects funds will be a minimum of \$250,000 and a maximum of \$1,000,000.
- Information on biomass characterization developed in the project will be made publicly available to advance the bioindustrial sector.

2.0 Guidelines for Project Submission

2.1 Process and Deadlines

Proposals are invited from eligible applicants wishing to participate in the **Alberta Bio Future Product and Technology Commercialization** program. Each proposal must be submitted through the [online application system](https://www.fundingconsortium.gov.ab.ca/aibio/Account) (<https://www.fundingconsortium.gov.ab.ca/aibio/Account>).

Proposals will be reviewed and assessed by the AI Bio Selection Committee (which may include external reviewers) for alignment with program purpose and objectives and the evaluation criteria identified in Section 4.0.

AI Bio may request additional documents from the applicant to evaluate the project: such as a business plan, operational plan, proposals submitted to other agencies, etc.

Applicants who submit successful proposals will be notified.

Timelines	Date and time
Alberta Bio Future Product and Technology Commercialization program.	
Letter of Intent opens	July 6, 2015

Deadline for submission of Letter of Intent	Sept. 2, 2015 16:00 MT
Request for Full Proposal to successful applicants	Oct. 1, 2015
Deadline for submission of Full Proposal	Nov. 16, 2015 16:00 MT
Notification of successful applicants	Jan. 11, 2016
Agreements developed with successful applicant	After Jan. 12, 2016

2.2 Submission of Proposal

- **Application:** The proposal form can be found in the AI Bio [online application system](#), under the **Alberta Bio Future (ABF) Product and Technology Commercialization program**.
- AI Bio will maintain the confidentiality of the information submitted.

3.0 Project Information

3.1 Eligible Expenses

Category	Eligible Expenses
Personnel – Project Team	<ul style="list-style-type: none"> • Time for specific activities on the project, prorated at usual annual salary rates. • Time for specific activities for project team members may be acceptable as in-kind contribution.
Personnel – Consultants	<ul style="list-style-type: none"> • Outside consultants essential to the project.
Travel	<ul style="list-style-type: none"> • Travel to project sites. • Travel to give presentations to, or discuss project with stakeholders.
Equipment	<ul style="list-style-type: none"> • Costs for equipment or the use of equipment directly required for the project.
Supplies	<ul style="list-style-type: none"> • Cost of supplies directly required for the project.
Incremental costs	<ul style="list-style-type: none"> • Incremental costs required to deliver the project are eligible. Overhead costs are not eligible.

3.2 Funding Sources

Applicants must contribute at least 25 per cent of the total project costs. The applicant contribution may be in cash or an auditable in-kind contribution.

AI Bio will require written confirmation of other funding sources and contributions at the Full Proposal stage. The applicant is required to provide confirmation of receipt of partner contributions, including details of the contribution at the agreement stage.

3.3 Progress Reports and Financial Reporting

AI Bio requires the applicant to submit a progress and financial report one to two times in each **12-month period** for projects funded through the Alberta Bio Future program, as per the schedule contained in the agreement. A final report and final financial report will be required **within three months** of project completion.

3.4 Intellectual Property Principles

Intellectual property owned by the applicant must be managed by the applicant or the applicant's organization. Applicants must ensure that they have sufficient right to intellectual property to be able to implement the project. Ownership of intellectual property arising from projects will be vested with the project applicant.

Information on biomass characterization developed in the project will be made publicly available to advance the bioindustrial sector.

3.5 Confidentiality

AI Bio is committed to protecting the confidentiality of application details. External experts who act as reviewers must sign a confidentiality agreement.

As a provincial corporation, AI Bio is subject to the protection and disclosure provisions of the Freedom of Information and Protection of Privacy (FOIP) Act. Personal information is collected pursuant to Section 33(c) of the Freedom of Information and Protection of Privacy Act as it relates to and is necessary for the Alberta Bio Future program. Should you have any questions about the collection of this information, you may contact Ms. Joan Unger, AI Bio Director of Operations, at 780-422-5737.

4.0 Evaluation Criteria

Each proposal will be evaluated using the following mandatory administrative criteria. If it does not meet all the criteria, no further rating will be conducted.

Mandatory Administrative Criteria	Yes	No
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Proposal is received on time.		
Proposal is complete as per the online template.		
Proposal is submitted by an eligible applicant.		
The project fits within the program objectives as outlined in these program guidelines.		
The project utilizes Alberta's biomass as outlined in these program guidelines.		

Proposals not meeting all of the mandatory criteria will receive no additional evaluation. Proposals meeting all of the mandatory criteria will then be evaluated in the following categories:

No.	Desired Criteria	
1	Project Overview	
2	Objectives, Milestone and Deliverables	
3	Benefits	
4	Budget	
5	Project Team	
	Total Score (Maximum 100)	100