



Natural Resources
Canada

Ressources naturelles
Canada

Forest Innovation Program Canadian Wood Fibre Centre

Contribution Agreement Program – Application Form – Research and Development Projects

2023-2026

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of Natural Resources, 2023*

1. General instructions

Supported by the Forest Innovation Program (FIP) of the Canadian Forest Service (CFS) of Natural Resources Canada (NRCan), the Canadian Wood Fibre Centre (CWFC) Fibre Solutions Program supports research, development, and technology transfer activities in support of the emerging bioeconomy to advance the Government of Canada priorities.

Please complete all sections of this Application in the language of your choice, English or French (application form is available in both official languages). Attachments, other than the letters of support, the Inclusion, Diversity, Equity and Accessibility (IDEA) Questionnaire, and the IDEA Plan, will not be considered. Please respect the number of words required for each question. If you use acronyms, describe them at least once.

All project applications will be reviewed for completeness, eligibility, and relevance. See section 3 and 4 of the Application Guide for more information on the evaluation criteria that will be used to assess proposals and guide the overall allocation of funds.

There are three (3) options offered to you: you can apply for a one-year project, a two-year project or a three-year project.

- **1-year project:** The project must run from 2023-24 and be completed by March 31, 2024;
- **2-year project:** The project must be carried out in 2023-24 and 2024-25, and completed by March 31, 2025;
- **3-year project:** The project must be carried out in 2023-24, 2024-25 and 2025-26, and completed by March 31, 2026.

CWFC overall research areas are structured around five Collaborative Research Projects (CRP):

- **CRP 1.1:** Characterize— Provide tools and approaches to characterize forest biomass and wood attributes in order to optimize the value chain;
- **CRP 1.2:** Produce – Fibre production to support the forest sector and the emerging bioeconomy;
- **CRP 2.1:** Anticipate - High resolution tree and stand projections leveraging new technologies to increase precision and anticipate changes in future wood supply;
- **CRP 2.2:** Adapt – Operational-scale silviculture research to improve resistance, resilience or transform forest stands, and to secure fibre production;
- **CRP 3.1:** Integrate – Digitalization of the value chain to advance the digital transformation of the forest sector and support the emerging bioeconomy.

2023-26 Contribution Program Priority Research Areas :

Within the context of the foregoing CWFC research areas, the Fibre Solutions Contribution Program will focus on the following research priorities:

1. Adaptative Silviculture (forest management practices to increase adaptation to climate change impacts);
2. Forest Value Chain Optimization (digitalization; mapping potential supply, including post-harvest and salvage material);
3. Traceability and Fibre Characterization (Knowledge, Tools, and Data including to match supply to product to support emerging bioeconomy);
4. Forest Monitoring tools and techniques (Enhanced Forest Inventory (EFI), Big Data).

The deadline to submit applications is September 22, 2023. Please check [CWFC](#) and [FIP](#) websites for the most up-to-date information.

2. Applicant information

2.1 Organization

2.1.1 Name of Legal Entity

2.1.2 Is the organization registered, incorporated, or created? (select one)

2.1.3 Province/territory of registration, incorporation, or creation

2.1.4 Type of Legal Entity (see Application Guide for descriptions)

2.1.5 Describe the mission and objectives of your organization and how they relate to Canada's forest sector

Maximum 250 words

2.2 Project lead and authority

This is the official contact for notices in the Agreement and should be someone of sufficient level that can receive any notices of Amendment or Default.

2.2.1 Name of authority

2.2.2 Title of named authority

2.2.3 Contact information

2.2.4 Mailing address

2.2.5 E-mail address

2.2.6 Phone numbers (Office, Cell Phone)

2.2.7 Signature

Electronic signature or wet signature:

Signature

Date

2.3 Authorized signatory

This is the individual(s) who is authorized to sign on behalf of the Legal Entity to enter into Agreements to legally bind that organization.

2.3.1 Name of authority

2.3.2 Title of named authority

2.3.3 Contact information

2.3.4 Mailing address

2.3.5 E-mail address

2.3.6 Phone numbers (Office, Cell Phone)

2.4 Other Key Contacts

If applicable, please provide the contact information of your organization's specialist who might assist you with managing a Contribution Agreement (e.g. finance staff who will help you submit an invoice, contract specialist who will help you understand the terms of the agreement)

2.4.1 Name of individual

2.4.2 Title of individual

2.4.3 Contact information

2.4.4 Mailing address

2.4.5 E-mail address

2.4.6 Phone numbers (Office, Cell Phone)

2.5 Other relevant information

2.5.1 Has your organization had a previous contribution agreement with NRCan?

☐ Yes

☐ No

2.5.2 If yes, during which fiscal year(s)? What was the title of the project? What were the outcomes?

3. Project information

3.1 Overview

See the Guide to the application for a contribution to the *Forest Innovation Program* – Canadian Wood Fibre Centre for details.

3.1.1 Project title

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3.1.2 Briefly describe the purpose and objectives of the project

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Maximum 250 words

3.1.3 Anticipated start and end date

Start Date:	End Date:
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3.1.4 Geographical distribution of the project

3.1.4.1 Select the province(s)/territory(ies) where the project will take place. Indicate the percentage of the total budget for each item selected.

Alberta	<input type="text"/>
British Columbia	<input type="text"/>
Manitoba	<input type="text"/>
New Brunswick	<input type="text"/>
Newfoundland and Labrador	<input type="text"/>
Northwest Territories	<input type="text"/>
Nova Scotia	<input type="text"/>
Nunavut	<input type="text"/>
Ontario	<input type="text"/>
Prince Edward Island	<input type="text"/>
Quebec	<input type="text"/>
Saskatchewan	<input type="text"/>
Yukon	<input type="text"/>
Outside Canada	<input type="text"/>

% Total (The total amount must be 100%)

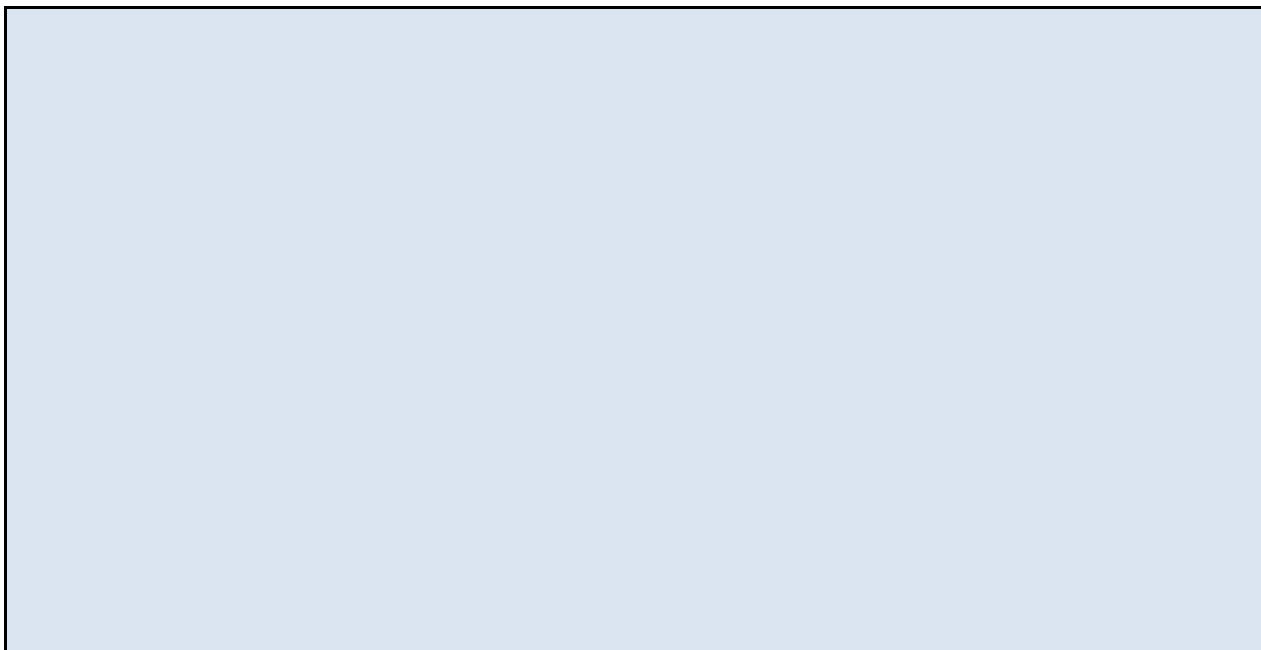
3.1.5 Will the project be carried out on Federal Lands?

- ☐ Yes
- ☐ No

3.1.5.1 If you choose "Yes" provide details (location and name of Federal Land; type of activities to be done on Federal Land)

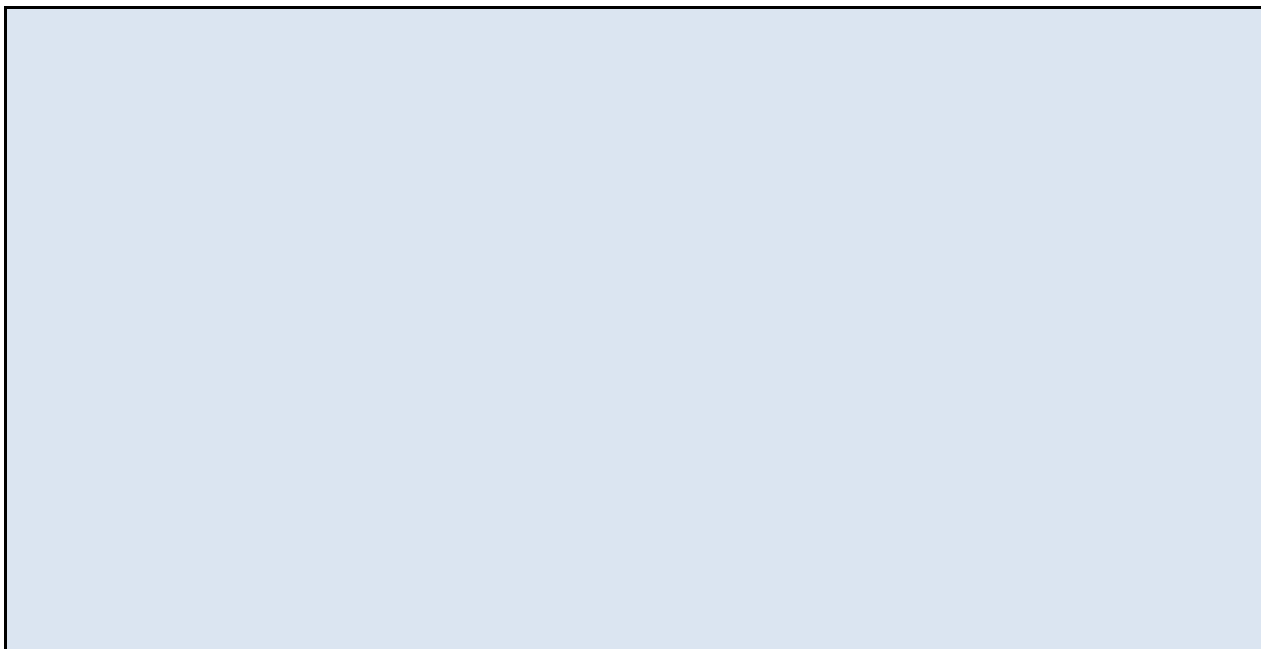
3.2 Statement of needs of forest sector end users/stakeholders

3.2.1 Describe the end user/stakeholder and the forest sector need(s) the project addresses



Maximum 250 words

3.2.2 Explain how the project addresses the need(s) identified above



Maximum 250 words

3.2.3 Specify the number of letters of support the project has and the names of the organizations

Maximum 250 words

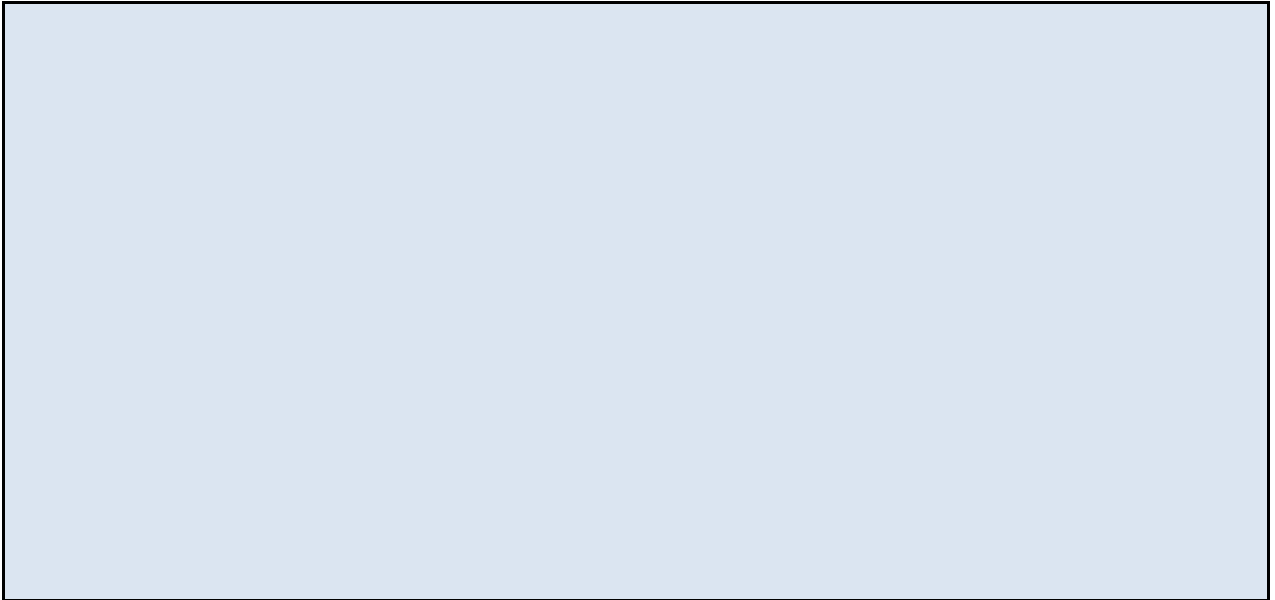
3.2.4 Identify which CWFC research area the project addresses (see Section 1 in the Application Guide for CWFC research areas)

Maximum 250 words

3.2.5 Identify the Fiscal Year(s) for which you are applying for

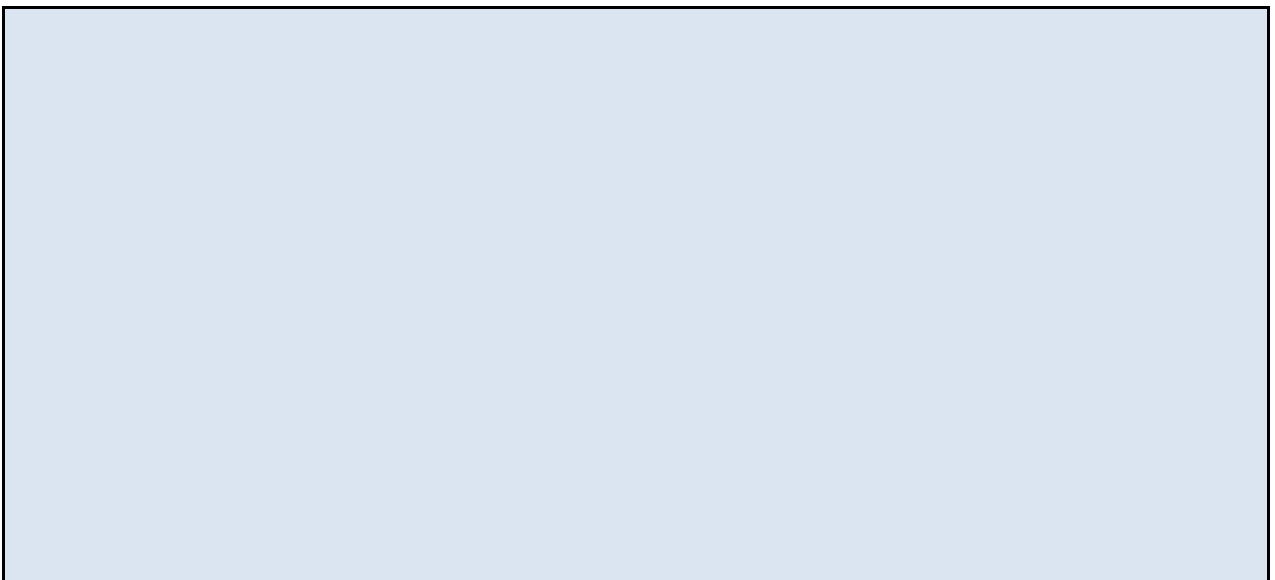
- ☐ Option 1: Fiscal Year 2023-24 (one-year project)
- ☐ Option 2: Fiscal Years 2023-24 and 2024-25 (two-year project)
- ☐ Option 3: Fiscal years 2023-24, 2024-25 and 2025-26 (three-year project)

3.2.6 Identify which CWFC 2023-26 Contribution Program priority the project addresses (see Section 1 in the Application Guide for the 2023-26 Contribution Program Priority Research Areas)



Maximum 250 words

3.2.7 Identify how the project advances the priorities identified



Maximum 250 words

3.2.8 Describe the project's innovation



Maximum 250 words

3.3 Approach

3.3.1 Describe the approach and methodology of the project

Maximum 1-page



3.3.2 Describe how you plan to disseminate the findings/knowledge/products during the effective period of the project


Maximum 250 words

3.4 Statement of benefits

3.4.1 Describe the benefits to end users/stakeholders

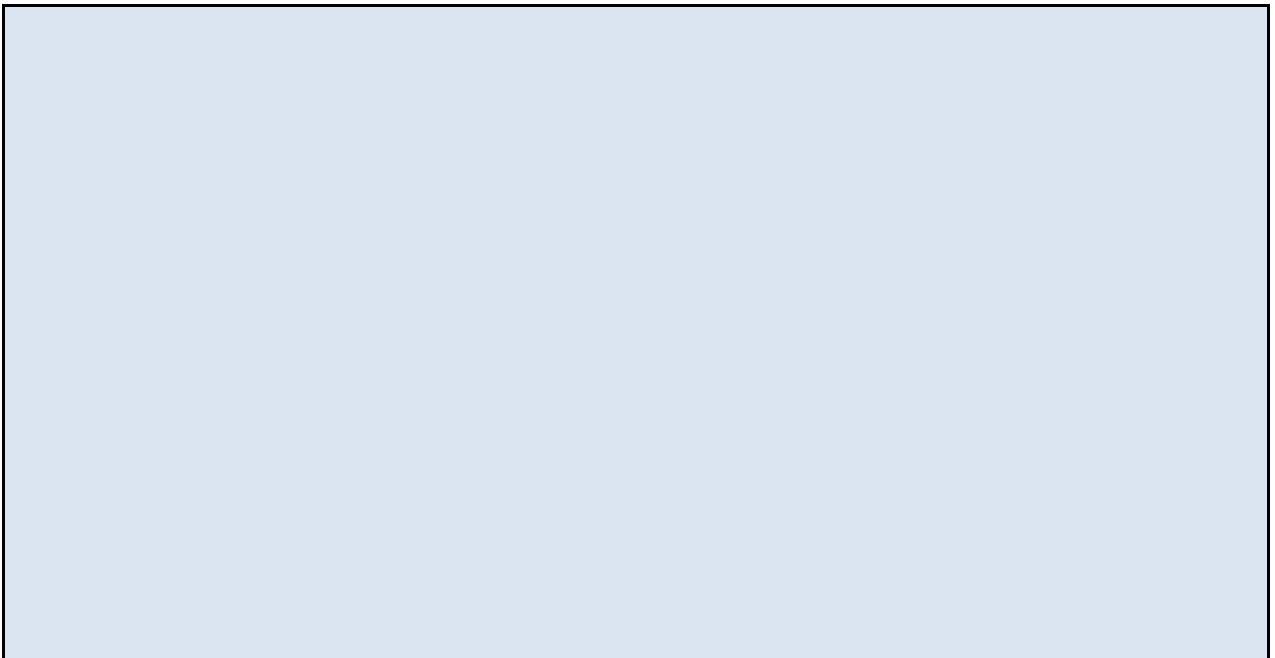
Maximum 250 words

3.4.2 Describe the benefits to Canadians



Maximum 250 words

3.4.3 Describe the method(s) of measuring performance against project outcomes. Use quantifiable and measurable indicators



Maximum 250 words

3.5 Work plan

3.5.1 Detailed work plan

Describe the activities and/or tasks to be undertaken to achieve the objectives of your project. If you plan to hire subcontractors, describe their tasks and the percentage of work they will perform.

3.5.1.1 Activity #1

Title of activity

Location where activity will take place

Description and expected result(s) of activity

Anticipated completion date

3.5.1.2 Activity #2

Title of activity

Location where activity will take place

Description and expected result(s) of activity

Anticipated completion date

3.5.1.3 Activity #3

Title of activity

Location where activity will take place

Description and expected result(s) of activity

Anticipated completion date

3.5.1.4 Activity #4

Title of activity

Location where activity will take place

Description and expected result(s) of activity

Anticipated completion date

3.5.1.5 Activity #5

Title of activity

Location where activity will take place

Description and expected result(s) of activity

Anticipated completion date

3.5.1.6 Activity #6

Title of activity

Location where activity will take place

Description and expected result(s) of activity

Anticipated completion date

3.5.1.7 Activity #7

Title of activity

Location where activity will take place

Description and expected result(s) of activity

Anticipated completion date

3.5.1.8 Activity #8

Title of activity

Location where activity will take place

Description and expected result(s) of activity

Anticipated completion date

4 Budget information

Minimum request per fiscal year is \$25,000, and maximum request per fiscal year is \$200,000.

Expenditures incurred prior to execution of the Contribution Agreement will not be eligible for reimbursement.

4.1 Financial management capacity

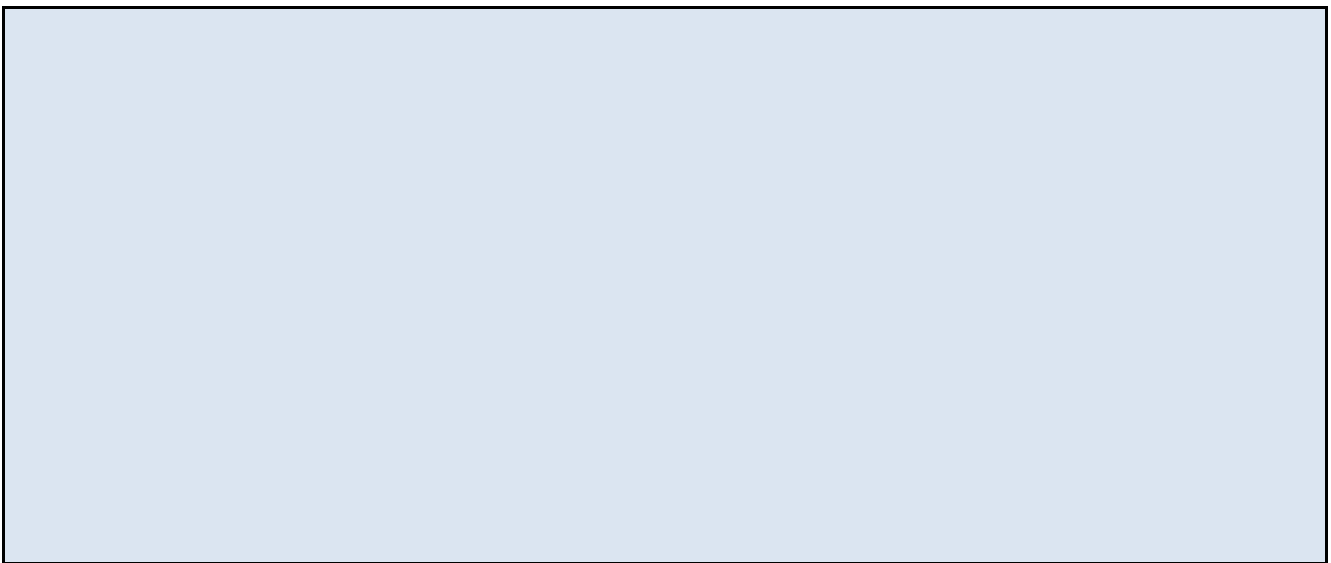
Provide a description of your organization/institution's financial management capacity: e.g., sources of revenue, internal financial controls, number of full-time employees.



Maximum 250 words

4.2 Project management capacity

Provide evidence that the activity team has the necessary capabilities, experience, and qualifications to deliver the project, including examples of demonstrated experience with similar work.



Maximum 250 words

4.3 Funding requested from this Program

Eligible Cost	2023-2024	2024-2025	2025-2026
Salaries and benefits, including full time, term and contract employees of the recipient engaged in the execution of projects			
Professional and technical services such as, but not limited to research, consulting, engineering, trades, and laboratory services			
University research services			
Material and Supplies up to \$10,000 per item			
Capital equipment that is depreciable with a purchase price of \$10,000 or more			
Travel, including meals and accommodation			
Publication, printing, and other media services			
PST, HST and GST net of any rebate to which the Recipient is entitled			
Patent fees and other costs related to registering intellectual property			
Sub-total of eligible expenditures (A)			
Overhead (B)			
Total (A + B)			

Minimum request per fiscal year is \$25,000

Maximum request per fiscal year is \$200,000

(A) See the Applicant Guide for details

(B) Cannot exceed 15% of the total value of eligible expenditures

4.4 Leverage from other organizations (including the applicant)

4.4.1 Organization #1

4.4.1.1 Name of Legal Entity

4.4.1.2 Type of organization

- ☐ University, college, and other academic institution
- ☐ Canadian Province, territorial, regional, and municipal government
- ☐ Indigenous organization/group
- ☐ For profit enterprise and/or consortium
- ☐ Not-for-profit institution, association or organization

4.4.1.3 Activities to be conducted

4.4.1.4 Amount in-kind (\$ equivalent)

2023-2024

2024-2025

2025-2026

4.4.1.5 Amount in cash (\$)

Eligible Cost	2023-2024	2024-2025	2025-2026
Salaries and benefits, including full time, term and contract employees of the recipient engaged in the execution of projects			
Professional and technical services such as, but not limited to research, consulting, engineering, trades, and laboratory services			
University research services			
Material and supplies up to \$10,000 per item			
Capital equipment that is depreciable with a purchase price of \$10,000 or more			
Travel, including meals and accommodation			
Publication, printing, and other media services			
PST, HST and GST net of any rebate to which the Recipient is entitled			
Patent fees and other costs related to registering intellectual property			
Overhead (see Guide for more details)			
Other cost category			
Total			

Note: Direct participation of a Natural Resources Canada employee is not permitted.

4.4.2 Organization #2

4.4.2.1 Name of Legal Entity

4.4.2.2 Type of organization

☐ University, college, and other academic institution
☐ Canadian Province, territorial, regional, and municipal government
☐ Indigenous organization/group
☐ For profit enterprise and/or consortium
☐ Not-for-profit institution, association or organization

4.4.2.3 Activities to be conducted

4.4.2.4 Amount in-kind (\$ equivalent)

2023-2024

2024-2025

2025-2026

4.4.2.5 Amount in cash (\$)

Eligible Cost	2023-2024	2024-2025	2025-2026
Salaries and benefits, including full time, term and contract employees of the recipient engaged in the execution of projects			
Professional and technical services such as, but not limited to research, consulting, engineering, trades, and laboratory services			
University research services			
Material and supplies up to \$10,000 per item			
Capital equipment that is depreciable with a purchase price of \$10,000 or more			
Travel, including meals and accommodation			
Publication, printing, and other media services			
PST, HST and GST net of any rebate to which the Recipient is entitled			
Patent fees and other costs related to registering intellectual property			
Overhead (see Guide for more details)			
Other cost category			
Total			

Note: Direct participation of a Natural Resources Canada employee is not permitted.

4.4.3 Organization #3

4.4.3.1 Name of Legal Entity

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4.4.3.2 Type of organization

<input type="checkbox"/> University, college, and other academic institution <input type="checkbox"/> Canadian Provinces, territorial, regional, and municipal government <input type="checkbox"/> Indigenous organization/group <input type="checkbox"/> For profit enterprise and/or consortium <input type="checkbox"/> Not-for-profit institution, association or organization
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4.4.3.3 Activities to be conducted

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4.4.3.4 Amount in-kind (\$ equivalent)

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2023-2024

2024-2025

2025-2026

4.4.3.5 Amount in cash (\$)

Eligible Cost	2023-2024	2024-2025	2025-2026
Salaries and benefits, including full time, term and contract employees of the recipient engaged in the execution of projects			
Professional and technical services such as, but not limited to research, consulting, engineering, trades, and laboratory services			
University research services			
Material and supplies up to \$10,000 per item			
Capital equipment that is depreciable with a purchase price of \$10,000 or more			
Travel, including meals and accommodation			
Publication, printing, and other media services			
PST, HST and GST net of any rebate to which the Recipient is entitled			
Patent fees and other costs related to registering intellectual property			
Overhead (see Guide for more details)			
Other cost category			
Total			

Note: Direct participation of a Natural Resources Canada employee is not permitted.

4.4.4 Organization #4

4.4.4.1 Name of Legal Entity

4.4.4.2 Type of organization

☐ University, college, and other academic institution

☐ Canadian Provinces, territorial, regional, and municipal government

☐ Indigenous organization/group

☐ For profit enterprise and/or consortium

☐ Not-for-profit institution, association or organization

4.4.4.3 Activities to be conducted

4.4.4.4 Amount in-kind (\$ equivalent)

2023-2024

2024-2025

2025-2026

4.4.4.5 Amount in cash (\$)

Eligible Cost	2023-2024	2024-2025	2025-2026
Salaries and benefits, including full time, term and contract employees of the recipient engaged in the execution of projects			
Professional and technical services such as, but not limited to research, consulting, engineering, trades, and laboratory services			
University research services			
Material and supplies up to \$10,000 per item			
Capital equipment that is depreciable with a purchase price of \$10,000 or more			
Travel, including meals and accommodation			
Publication, printing, and other media services			
PST, HST and GST net of any rebate to which the Recipient is entitled			
Patent fees and other costs related to registering intellectual property			
Overhead (see Guide for more details)			
Other cost category			
Total			

Note: Direct participation of a Natural Resources Canada employee is not permitted.

4.4.5 Organization #5

4.4.5.1 Name of Legal Entity

4.4.5.2 Type of organization

- ☐ University, college, and other academic institution
- ☐ Canadian Provinces, territorial, regional, and municipal government
- ☐ Indigenous organization/group
- ☐ For profit enterprise and/or consortium
- ☐ Not-for-profit institution, association or organization

4.4.5.3 Activities to be conducted

4.4.5.4 Amount in-kind (\$ equivalent)

2023-2024

2024-2025

2025-2026

4.4.5.5 Amount in cash (\$)

Eligible Cost	2023-2024	2024-2025	2025-2026
Salaries and benefits, including full time, term and contract employees of the recipient engaged in the execution of projects			
Professional and technical services such as, but not limited to research, consulting, engineering, trades, and laboratory services			
University research services			
Material and supplies up to \$10,000 per item			
Capital equipment that is depreciable with a purchase price of \$10,000 or more			
Travel, including meals and accommodation			
Publication, printing, and other media services			
PST, HST and GST net of any rebate to which the Recipient is entitled			
Patent fees and other costs related to registering intellectual property			
Overhead (see Guide for more details)			
Other cost category			
Total			

Note: Direct participation of a Natural Resources Canada employee is not permitted.

4.4.6 Organization #6

4.4.6.1 Name of Legal Entity

4.4.6.2 Type of organization

- ☐ University, college, and other academic institution
- ☐ Canadian Provinces, territorial, regional, and municipal government
- ☐ Indigenous organization/group
- ☐ For profit enterprise and/or consortium
- ☐ Not-for-profit institution, association or organization

4.4.6.3 Activities to be conducted

4.4.6.4 Amount in-kind (\$ equivalent)

2023-2024

2024-2025

2025-2026

4.4.6.5 Amount in cash (\$)

Eligible Cost	2023-2024	2024-2025	2025-2026
Salaries and benefits, including full time, term and contract employees of the recipient engaged in the execution of projects			
Professional and technical services such as, but not limited to research, consulting, engineering, trades, and laboratory services			
University research services			
Material and supplies up to \$10,000 per item			
Capital equipment that is depreciable with a purchase price of \$10,000 or more			
Travel, including meals and accommodation			
Publication, printing, and other media services			
PST, HST and GST net of any rebate to which the Recipient is entitled			
Patent fees and other costs related to registering intellectual property			
Overhead (see Guide for more details)			
Other cost category			
Total			

Note: Direct participation of a Natural Resources Canada employee is not permitted.