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CFI JELF 2021 – Letter of Intent (Internal)

Use Microsoft Office to complete, save and print this form.

Forward to michelle.beitel@uregina.ca for adjudication by **March 3, 2021** 11:59pm**.**

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| **Research Project and Team** |
| Principal applicant | Dept/faculty/centre/institute | Tenured or tenure track? |
|  |  |  |
| Co-applicant(s) | Dept/faculty/centre/institute/university |
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| Project title |
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| **Project Summary** – Attach a 3 page Project Summary. See the Guidelines for details |
|  **Budget**Your project costs and funding should be as accurate as possible. You are not required to attach quotes. Your total Project Costs should equal the total Project Funding. Proposals requesting <75K are allowed from the social sciences, humanities and arts. Other research areas must request >75K from CFI. |
| **Project Costs**Itemize all equipment, renovation, and space upgrade costs below. Include taxes at 7.65%. Include shipping, installation, warranties, and exchange rates, if applicable. For equipment, use the cost after any educational or standard discounts but include supplier in-kind contributions. Supplier in-kind contributions will be captured in Project Funding below. Add rows as needed.  |
| **Item Description** | **Amount** |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
| **TOTAL PROJECT COSTS** | $ |
|  |
| **Project Funding** Add rows as needed.  **Amount** |
| **CFI Funding** (up to 40% of total project costs) | $ |
| **Provincial Innovation and Science Fund** (up to 40% of total project costs) | $ |
| **Supplier in-kind contributions** – It must be a “CFI deep discounts” to be eligible as a funding source. Educational or other standard discounts are not eligible; for those, take the discount off the cost of the item above.  |
|  | $ |
|  | $ |
| **Other Matching Funding** – List other sources below, such as: start-up funds; department, faculty, or centre funding; industry funding. Indicate if confirmed or unconfirmed. |
|  | $ |
|  | $ |
| **TOTAL PROJECT FUNDING** | $ |
| While the provincial Innovation and Science Fund often matches CFI Funding dollar-for-dollar, there have been instances where this funding is not available. Please describe if there are any alternate sources of funds that may be available to cover a shortfall should this matching funding not be realized.  |
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| **Signatures and Approvals** |
| Approvals are required from the Department Head (if applicable) and Dean/Director (or designate) for the applicant. Additional signature pages may be submitted if more convenient to demonstrate approvals in different units. |
| **Applicant:** * Have read the research proposal and agree to participate as a member of the research team as outlined;
* Verify they have the necessary time and facilities to carry out the research;
* Agree to comply with UofR policies and procedures and the terms and conditions of this funding program.
 |
|  Principal Applicant - please print name |  signature |  date |
| **Department Head and Dean (or Associate Dean or Director):** * Have read the research proposal and agree that the award obligations can be fulfilled;
* Verify that the applicant have the necessary time and facilities to carry out the research;
* Agree that resources identified in the proposal will be available to complete the project.
* Where multiple LOIs are submitted from a Faculty, the Faculty will be asked to rank order them.
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|  Department Head – please print name(s) |  signature(s) |  date |
|  Dean or Associate Dean or Director – please print name(s) | signature(s) |  date |