PA NAME						
FACULTY	ENG	SCI	AHS	MAT	ART	ENV
DEPT						

CBB Seed Funding Application 2023 - 2024

For more information, please visit CBB Seed Funding (cbb.uwaterloo.ca)
Please complete, and submit your application by email to cbb@uwaterloo.ca
An electronic Waterloo cover sheet for sponsored research activities must also be completed and submitted using the UWaterloo Electronic Coversheet System by the deadline
Submission Deadline: January 10, 2024, 11:59 pm

1. **Title:**
   Proposal title

2. **Principal applicant (name, department):**
   List the name(s) and department(s) of the principal applicant(s). The principal applicant (PA) must be a CBB faculty member (definite/continuing term) at Waterloo and will serve as the contact person for the seed funding award. Please attach the PA's most recent version of their CV, in any format.

3. **Co-applicants at UWaterloo (name, department):**
   List the name(s) and department(s) of any UWaterloo co-applicant(s) for this project and indicate whether these are pre-existing or new partnerships (no prior collaboration). For each pre-existing partnership, please describe the interaction.

4. **Other collaborators (name, organization):**
   List the name(s) and organization(s) of your other project partners and indicate whether these are pre-existing or new partnerships (no prior collaboration). For each pre-existing partnership, please describe the interaction.

5. **The problem or issue being addressed and its impact:**
   MAX 100 words
   Using lay language, *please describe the problem or opportunity (e.g. why is this project important and what is its impact? Think about how you want this project communicated on social media or the CBB public-facing website).*

6. **Priority funding pools:**
   MAX 250 words
   Please specify if you are applying to one of the three CBB seed fund priority funding pools (i.e., Health and Medical Professional Development, Access to Data, or Equitable Access to Health Care). If you are applying to a priority funding pool, please describe how this project addresses the objectives of the pool.
   If you are not applying to a priority funding pool, please indicate N/A.

7. **Interdisciplinary collaboration:**
   MAX 250 words
   Briefly explain the interdisciplinarity of your project and describe how this increases its chances for success.

8. **Co-applicant(s)'s and/or collaborators(s)'s contribution:**
   Briefly describe the role of each co-applicant/ collaborator in this project. How will they contribute to the project's success and influence the future scope? (e.g., project interdisciplinarity, providing lab facilities/equipment/personnel, data collection, knowledge translation, etc.).

9. **Funding request:**
   Awardees can receive funding of up to $10,000 or $15,000 (for priority funding pool applications) for a maximum 1-year period.

   Please answer the following questions:
   - *How much funding are you requesting?*
   - *Have you previously received CBB Seed Funding?   YES / NO*
   - *Are you applying (or have you received funding) for any other internal funding opportunities at the University of Waterloo that relate to this project? YES / NO*
     If yes – please list and describe.

10. Budget Justification:

Briefly describe how you will use the requested funds. If applicable, please specify in-kind contributions to better demonstrate feasibility.

11. Subsequent support/project sustainability:

MAX 250 words

Please describe your plan for obtaining subsequent support for this project, including the timeline and funding sources. Applicants to the Health and Medical Professional Development priority funding pool may also describe revenue models for their developed training content if applicable.

12. Acknowledgement:

CBB seed funding applicants are required to agree to the statement below and the associated conditions of the award. Please carefully read this statement and indicate whether you accept these terms.

"In my capacity as the principal applicant, I understand and agree that if I receive a CBB seed funding award, I must comply with the following conditions:

- *I will complete and submit to CBB a brief narrative report of research activities and outcomes of the funded project within three (3) months after funding has concluded.*
- *If invited, I will participate in a CBB organized event (seminar, networking social event, etc) for CBB seed funding recipients.*
- *I will seek to disseminate the results of this project by submitting at least one (1) publication to a peer-reviewed journal, and presenting at a significant national or international conference within two (2) years of funding receipt.*
- *In an effort to sustain and expand this project, I will apply to all applicable national and international funding programs within two (2) years of receipt of this seed funding (Tri-Council, CFI, or other significant funding programs, as appropriate).*
- *I will respond to inquiries and surveys from CBB regarding the status of my applications to external funding competitions to sustain this project.*
- *I will serve on a future CBB seed fund review committee.*
- *I will acknowledge CBB seed funding support in all future publications, public announcements, and presentations related to this project.*

I understand and acknowledge that failure to comply with one or more of the above conditions may result in me being ineligible for future financial support from CBB"

□ *Agree*
□ *Disagree*

13. Electronic Waterloo cover sheet:

Have you submitted an [electronic Waterloo cover sheet](#) (via the UWaterloo Electronic Cover Sheet System) for sponsored research activities for this project?

☐ *Yes*
☐ *No*

14. Proposal:

MAX 1 page (minimum 12 pt font). Please address the following:

- *Problem statement – Outline the specific problem, issue, or research gap being addressed and briefly describe how this project aligns with [CBB's mandate](#) and/or [strategic priorities](#).*
- *Objectives and long-term project goals*
- *Approach (with 1 year timeline)*
- *Potential impact and next steps*

NOTE: Figures and references do not count toward page limits. Please append figures and references on a separate page.