

RESOURCE RECOVERY FUND BOARD APPLICATION FOR ASSISTANCE

Research and Development Program

Project Number

Date Received

Instructions

1. Submit a completed and signed application form to the Resource Recovery Fund Board.
2. For projects with costs of less than \$5,000, complete Appendix "A"; for projects with costs between \$5,000 and \$50,000, complete Appendix "B"; and for projects with costs of more than \$50,000, complete Appendix "C".
3. Each application must be accompanied with a non-refundable cheque of \$200 made out to the Resource Recovery Fund Board, Inc.

1. Legal Name of Applicant:		1(a). Name and Title of Contact Person:	
Name: _____		Name: _____	
Mailing Address: _____		Title: _____	
Street: _____		Telephone no.: _____	
PO Box: _____ City/Town: _____		E-mail: _____	
Postal Code: _____		Fax no.: _____	
2. Please check one:			
<input type="checkbox"/> Business <input type="checkbox"/> Agency <input type="checkbox"/> Public Partnership <input type="checkbox"/> Other (please explain)			
<input type="checkbox"/> Organization <input type="checkbox"/> Private Partnership <input type="checkbox"/> Individual _____			
<input type="checkbox"/> Business Association <input type="checkbox"/> Municipality <input type="checkbox"/> University _____			
3. Project Name:		4. Federal, Provincial, Municipal permits required:	
3(a). Project Location:			
5. General Purpose and Nature of Project:			
6. Notice and Consent:			
<p>(a) I certify that the information given is, to the best of my knowledge and ability, complete, true and correct and this will also apply to all information given in the future in connection with the implementation of the project.</p> <p>(b) I authorize RRFB Nova Scotia to make any enquiries of such persons or organizations, to collect and share information with them, as RRFB Nova Scotia deems necessary in order to reach a decision on this application, to administer and monitor the implementation of the project, and to evaluate the results of the project after project completion.</p> <p><input type="checkbox"/> I read and understood the Notice and Consent. I voluntarily consent to the collection, use and disclosure as described.</p>			
<p style="text-align: center;">_____</p> <p style="text-align: center;">Name and title of authorized official</p>			
<p>Signed at _____ this _____ day of _____ 20____</p>			

**Research and Development Program
Appendix “A”**

Project Number

7. Project Description:

8. Summary of Project Costs:

Description:	Amount:
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total	\$ _____

9. Proposed Project Financing:

Source:	Amount:
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total	\$ _____

10. Describe the manner in which this project will assist the solid waste-resource management strategy of Nova Scotia:

11. Describe the project milestones:

12. Project Schedule:

Start Date:

End Date:

13. Person Hours of Employment:

Category:

Hours of Work:

_____	_____
_____	_____
_____	_____

14. Please attach the names and résumés of all researchers and the names and brief descriptions of all partners and associates involved in this project.

Research and Development Program

Appendix “B”

Project Number

7. Detailed Project Description: *(If more space is required, please use a separate page (s)).*

8. Project Cost Summary:

Description:	Amount:
Building	\$ _____
Equipment	\$ _____
Leases	\$ _____
Supplies	\$ _____
Wages	\$ _____
Other	\$ _____

Total \$

Provide details on a separate sheet.

9. Sources of Funding:

Source:	Amount:
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total \$

10. Describe the manner in which this project will assist the solid waste-resource management strategy of Nova Scotia:

11. Describe the target market for the new project or service that this project will develop:

12. Key Personnel:

Name:	Title:
_____	_____
_____	_____
_____	_____
_____	_____

13. Person hours of employment:

Category:	Hours of Work:
_____	_____
_____	_____
_____	_____
_____	_____

14. Provide detailed résumés of all key personnel, the names and descriptions of all partners.

15. Provide a detailed project schedule, including all major milestones and critical components.

Research and Development Program
Appendix “C”

Project Number

7. Detailed Project Description: <i>(Use additional pages as required.)</i>																					
8. Provide, on separate pages, a detailed cost summary for this project. This summary will include anticipated costs for buildings or laboratories, capital equipment, leased equipment, supplies and tests, and any other related costs. In addition, a detailed schedule of all wages and salaries paid, including any contracted assistance, shall be provided. For in-kind contributions, evidence must be provided that such contributions are at normal charge out rates, less any mark up.																					
9. Provide, on separate pages, details surrounding all other funding and other partners. This will include the names of contact persons, the amount of assistance being provided, all conditions attached to the assistance, any special or unusual conditions relating to performance, and the timing of such assistance.																					
10. Describe the manner in which this project will assist the solid waste-resource management strategy of Nova Scotia:																					
11. Identify the size and location of the market(s) to be served by the product developed as a result of this project:																					
12. Key Personnel:	13. Person hours of employment:																				
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14. Provide detailed résumés of all key researchers, the names and descriptions of all partners in the project.	15. Provide a detailed schedule of the project. This schedule will show the timing of all aspects of the proposal, including those items that are considered to be critical to the completion of the project.																				