**Non-Confidential Project Request Form**

Seneca Applied Research leverages the research capabilities of Seneca’s faculty, students and recent graduates to solve business and technical challenges faced by industry and community partners. In order to pitch the project idea to potential principal investigators, this form will be posted as a stand-alone document on an internal, password protected, web portal and shared directly with Seneca faculty.

The timeline for starting a project after submission of this form is typically 2-6 months:

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| --- | --- | --- | --- |
| **Identify faculty lead** | Proposal development | External funding review (if grant funded) | |
| **1 month** |  |  |  |
|  | 1 month |  |  |
|  |  | 1 - 4 months | |

1. **Organization details**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** (yyyy-mm-dd) |  | | |
| **Business legal name** |  | | |
| **Contact name** |  | | |
| **Title** |  | | |
| **Email** |  | | |
| **Phone number** |  | | |
| **Website** |  | | |
| **Address** |  | | |
| **For-profit?** | YES NO | **In operation since** (mm/yy) |  |
| **# full time employees** |  | **# part time employees** |  |

1. **How did you first hear about Seneca Applied Research?**

*Select all that apply*

|  |  |
| --- | --- |
| Seneca Applied Research staff  Seneca faculty member  Seneca Applied Research website  Seneca HELIX  Seneca Work-Integrated Learning (Co-op)  Seneca Advancement and Alumni  Seneca student or graduate | Another Seneca Applied Research partner  NSERC  OCE  Mitacs  VentureLAB  Other college or university  Other: |

1. **Are you a Regional Innovation Centre (RIC) client?**

*Select all that apply*

|  |  |
| --- | --- |
| VentureLAB client  MaRS client  RIC Centre Mississauga client | Spark Centre client  Other RIC client:  Not a RIC client |

1. **Project Title**

*Suggest a title (up to 150 characters in length)*

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1. **Company Background**

*Describe your organization and what markets to your products or services serve*

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1. **Project Scope and Objective**

*Describe the problem you want Seneca to solve and initial suggestions on how to solve it*

*Provide as much detail as possible – do not include sensitive, confidential information*

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1. **Project Description Keywords**

*e.g. AI/machine learning, UI/UX, formulation, process optimization, compliance, prototyping, etc.*

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1. **Technical Requirements Keywords**

*e.g. mySQL, javascript, python, After Effects, Maya, HPLC, GC-MS, focus groups, 3D printing, etc.*

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1. **Estimated Project Length:**       months