



# Final Report

## Major Innovation Fund

This form is to be completed for all projects funded by the Major Innovation Fund (MIF).

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### General Information

**Project Title**

**Project Lead**

**Agreement Number**

**Lead Institution**

**Total Project Cost (\$)**

**Project Start and End Date (yyyy/mm/dd to yyyy/mm/dd)**

 to 

**Total GOA Funding Awarded (\$)**

**Reporting Period (yyyy/mm/dd to yyyy/mm/dd)**

 to 

**Report Type**

Final Financial Report and Final Report shall be submitted to Technology and Innovation (TI) as separate attachments in a single email submission. Please ensure the financial report and the metrics tables are included in the submission in Excel format.

The Final Financial Report must be submitted to TI and must account for all revenues/expenditures along with the overall project outcomes from inception to the end of the project. Due as per the Grant Agreement.

NOTE:

- Any significant changes to the approved projects details/anticipated outcomes etc. will need program area approval at least three months prior to the reporting deadline.
- The program area must be notified of any major changes or additions to the co-applicant list immediately (prior to submission of this report). This requires submission of a brief description of the expertise added and justification for inclusion.

**Executive Summary**

Provide a concise summary of the project, its objectives, achievements, and impact.

**Executive Summary** (maximum 1 page, Arial 10-point font minimum)

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## Project Results

Provide details on the delivery of the project by briefly describing EACH of the following sections.

**Project Results** (maximum 2 pages, Arial 10-point font minimum)

1. Describe the outcomes achieved since the inception of the project.
2. Assess whether the achieved results align with the initial project expectations. If discrepancies exist, explain the reasons behind them and detail the mitigation strategies implemented to address any challenges encountered.
3. Include any budget related updates. If the project has seen changes in leveraged funding, ensure this is highlighted. Any changes in total project costs should also be discussed.

Note: Any approved changes made to the scope of the project/budget and anticipated deliverables/outcomes should be discussed in this section.

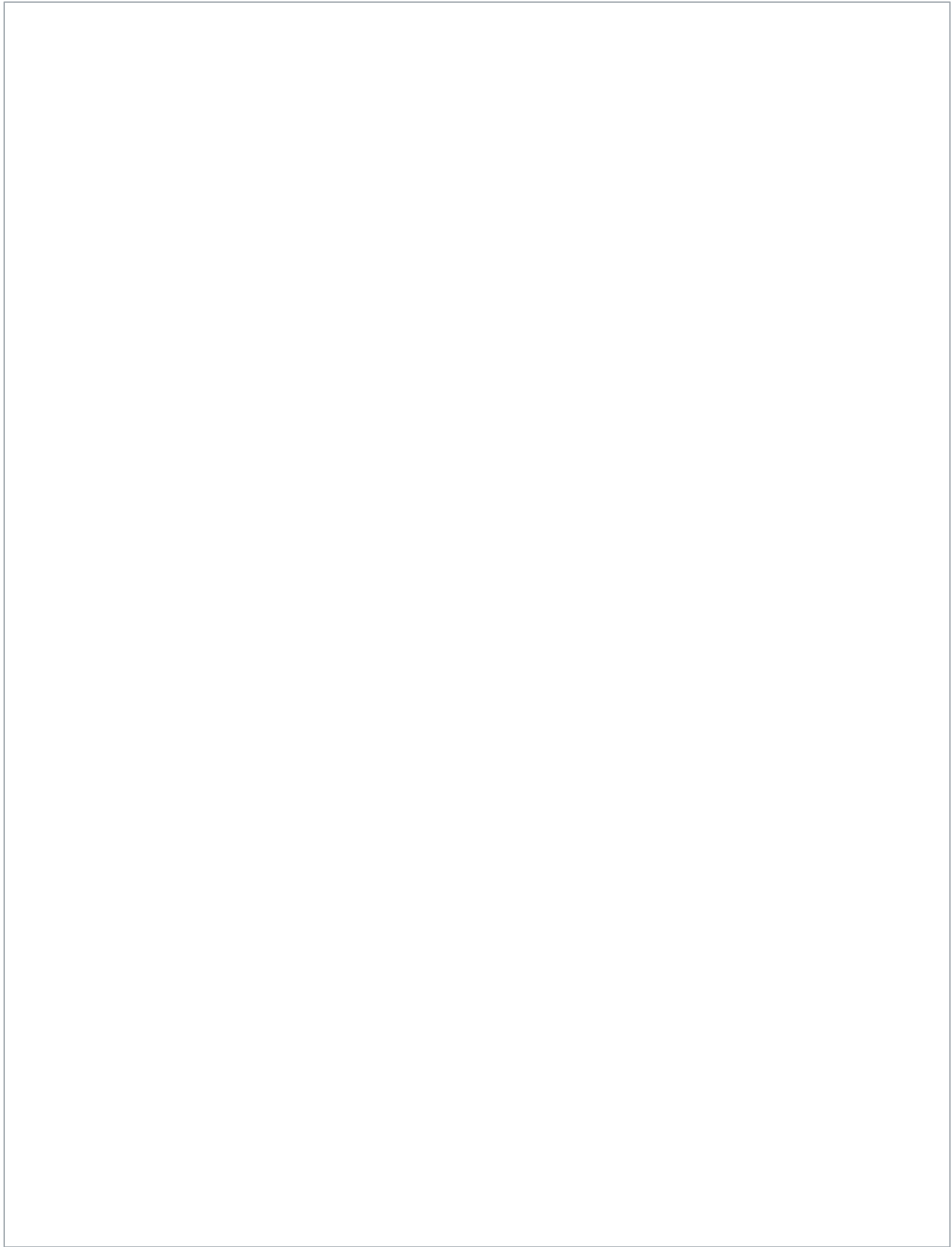
**Project Results Continued**



**Impact Assessment** (maximum 2 pages, Arial 10-point font minimum)

1. Describe how the project contributed to increasing the depth of Alberta’s technology and innovation talent pool, including any training programs, skill development initiatives, or capacity-building activities.
2. Evaluate how the project contributed to enhancing Alberta’s reputation as a leader in technology and innovation, including any recognition received or contributions to cutting-edge research and development.

**Impact Assessment Continued**



**Engagement and Innovation Advancement** (maximum 2 pages, Arial 10-point font minimum)

1. What interactions with partners (e.g., industry, community) took place? Describe the value and quality of interactions and how this has benefited the project.
2. What steps have you undertaken to advance innovation in the province in the context of:
  - a. Intellectual Property
  - b. Research Security

**Engagement and Innovation Advancement Continued**





**Action Plans and Future Directions** (maximum 2 pages, Arial 10-point font minimum)

1. Discuss how the results from the project will support future directions and potentially other initiatives/projects within/outside the organization. Provide this in the context of Alberta, nationally and/or internationally.
2. Outline strategies for ensuring the long-term sustainability of the project outcomes, including potential partnerships, funding sources, or ongoing support mechanisms.
3. Describe how the project will continue to make an impact beyond the project's completion.

**Action Plans and Future Directions Continued**

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## Performance Measurement and Impact

1. Using the data from your application, please update the metrics table based on actuals and provide a detailed analysis associated with the actuals to date versus the targets as per the TI application. The metrics table template is attached as a separate file named "ti-mif-metrics-report." (Note: Indicator definitions are provided at the end of this template.) Add rows as needed. Include an Excel version of this table in your submission as a separate attachment.
2. Discuss the actuals versus the targets for each category (Discover, Develop, Use) below. Additionally, discuss and elaborate the impacts of TI funding on each category (e.g., more collaborative, more interdisciplinary, more external etc.) (maximum 2 pages, Arial 10-point font minimum).

Note: Please include an appendix detailing the spinoffs or prototypes developed during the project. This appendix should feature the names of each spinoff or prototype, the name of the lead responsible, any available website links, and a brief description of each.

### Discover

**Develop**

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**Use**

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**MIF and Lessons Learned** (maximum 1 page, Arial 10-point font minimum)

1. How did the MIF support contribute to the success of the project.
2. Reflect on lessons learned throughout the project, including successes, failures, and areas for improvement, both within future projects and the MIF program.

## Project Financials

Using the data from your application, please fill out the financial report template. **Download the “MIF financial report template” here** (<https://www.alberta.ca/major-innovation-fund#jumplinks-5>). Include an Excel version of this table in your submission as a separate attachment.

Checklist for Final report submission. Please include the following documents as separate attachments in one email submission.

- MIF Final Report Template.pdf
- Financial report (Include an Excel version of this table in your submission as a separate attachment)
- Metrics table (Include an Excel version of this table in your submission as a separate attachment)
- Appendix for metrics table (detailing the spinoffs or prototypes developed during the project)

## Definition of Terms

### DEFINITIONS OF METRIC TERMS

Target Category	Indicators	GOA Report Definitions
Discover	Training of Highly Qualified People (HQP, #)	Count of people participating in formal training activities to develop R&I related capacity that is enabled by/ supported through GOA investment, both direct and indirect. Includes undergraduate and graduate students, postdoctoral fellows, research assistants, research associates, technicians, programmers, analysts, etc., who may contribute to the research activities). New HQPs are individuals working on the project and were not reported in the previous reporting period. Continuing HQPs are individuals still working on the project but were previously reported (not applicable to year 1 of reporting).
	Publication in Academic Journals (Prestigious Journals, #)	The number of publication outputs in peer reviewed journals/ outlets produced as a result of GOA Investment
	Leveraged Funds (\$), by Source (Industry, Venture Capital, Federal Government Etc.)	Additional financial investments secured from sources external to Alberta Innovates and Government of Alberta funding. Note: this replaces the “amount of follow-on funding” indicator.
	HQP Attracted (#)	Count of HQPs from outside of Alberta for training on the GOA project
	Retention of HQP (#)	Count of HQPs who remain in Alberta post-graduate training on the GOA project.
	Industry Investment in Research and Development (\$)	Amount of funding received from industry partners
Develop	Publication Citations (#)	The number of times a publication has been cited by other publications
	Patent Citations (#)	The number of times that a patent resulting from GOA investment is cited by other published patents.
	Research Results Progressing to the Translational Research/Development Stage (%)	Research Projects or Innovation results progressing to the next stage of development (e.g., translational research, prototypes for commercialization, etc.)
	Events/Collisions/Activities Between the Research Team and End-Users (E.G., Industry; Relevant Agencies, Entrepreneurs, SMEs)	Number of activities/events that allowed interaction/knowledge transfer between the researcher and end users (e.g., conferences, seminars etc.)
Use	Partnerships with Industry (#)	Number of industry partners involved in the projects (this may involve non-financial industry partners but were involved in the design/direction-setting and other project-related activities based on a clear mutual understanding or formal agreement with a shared goal/ terms of arrangement).
	Patents Licensed by Industry, Within Alberta and Outside (#)	Number of patents licensed.
	Prototype Or Other Results Ready for Use as Products, Policies, and Practices (#)	New or improved products or services produced as a result of GOA investment; products and services are broadly defined to include policies, practices, processes that result in change; excludes publications counted above.
	Spin Out Companies (#)	The number of companies created to commercialize innovations as a result of GOA investment. Research and Innovation spin out is a separate legal entity that is formed by a faculty member, staff member or student whereby its main innovation originated within the university or academic institution they were affiliated with. The aim of the entity is to commercialize the innovation and generate profit.