**Notice to the applicant:** This document must be read and completed in conjunction with the Announcement of Opportunity (AO). Please read it in full before completing this application form. In case of contradiction or discrepancy, this document takes precedence. Your application may not be considered if it is incomplete. If required, please communicate with the contact mentioned in the AO. Once this form has been completed, please send it with the other required documents (according to the method provided for in the AO). It is to be noted that email communication may not meet the Government of Canada's data protection requirements.

The information provided will be treated in accordance with the [***Access to Information Act***](https://laws-lois.justice.gc.ca/eng/acts/a-1/)and the [***Privacy Act***](https://laws-lois.justice.gc.ca/eng/acts/p-21/page-1.html#h-397172).

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| **SECTION 1 - APPLICANT INFORMATION** | |
| Legal name of the organization, as per the incorporation or registration documents (see section 11). | |
| Type of organization:  Canadian university or post-secondary institution  Not-for-profit organization established and operating in Canada | Preferred language for correspondence:  French  English |
| Address:  Website: | |
|  | |
| Tick the applicable box:  Canadian Principal Investigator  Canadian Co-Investigator in an international team | For co-investigators, name of the International Space Agency Announcement of Opportunity: |
| Full name of Canadian Principal Investigator (PI) or Co-I when part of an international proposal with a non-Canadian PI. | Full name of the duly authorized representative for the organization (person who can legally bind the entity organization by approving documents such as agreements, contracts, etc.): |
| Title / Position: | Title / Position: |
| Address: | Address: |
| Telephone:  Cellular phone:  Fax:  Email: | Telephone:  Cellular phone:  Fax:  Email: |

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| **SECTION 2 – APPLICATION SUMMARY** | | | | | | | |
| Project title: | | | | | | | |
| Funding requested from the CSA (in Canadian dollars) as **per the Government of Canada fiscal year** (April 1st to March 31st). | | | | | | | Total Project Budget:  (CSA + Other) |
| FY 1  (April 1, 2025- March 31, 2026) | FY 2  (April 1, 2026- March 31, 2027) | FY 3  (April 1, 2027- March 31, 2028) | FY 4  (April 1, 2028- March 31, 2029) | FY 5  (April 1, 2029- March 31, 2030) | FY 6  (April 1, 2030- March 31, 2031) | CSA Total |
|  |  |  |  |  |  |  |  |
| Please summarize the project (maximum of 150 words) using non-technical terms suitable for public dissemination. This summary will be used for public disclosure and announcements if your proposal is selected. | | | | | | | |
| Total project costs: | | | | | Estimated Start Date (yyyy-mm-dd):  Estimated End Date (yyyy-mm-dd): | | |

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| **SECTION 3 - TEAM MEMBERS (PRINCIPAL INVESTIGATOR AND CO-INVESTIGATORS ONLY)** | |
| Please provide the names and contact information of the team members. Please attach the curriculum vitae (CV) in the format of your choice for **each member of the team.** Attach an additional sheet if needed. State the role and explain the responsibilities of each person involved in the proposed research project. | |
| **Team Member 1 (Applicant)** | |
| Full Name | Telephone |
| Title / Position | Email |
| Organization | Role in project |
| Responsibilities in the project | |
| **Team Member 2** | |
| Full Name | Telephone |
| Title / Position | Email |
| Organization | Role in the project |
| Responsibilities in the project | |
| **Team Member 3** | |
| Full Name | Telephone |
| Title / Position | Email |
| Organization | Role in the project |
| Responsibilities in the project | |
| **Team Member 4** | |
| Full Name | Telephone |
| Title / Position | Email |
| Organization | Role in the project |
| Responsibilities in the project | |
| **Team Member 5** | |
| Full Name | Telephone |
| Title / Position | Email |
| Organization | Role in the project |
| Responsibilities in the project | |
|  | |
| **Team Member 6** | |
| Full Name | Telephone |
| Title / Position | Email |
| Organization | Role in the project |
| Responsibilities in the project | |

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| **SECTION 4 – EVALUATION CRITERIA** | |
| The complete grid of evaluation criteria is detailed in Section 5.2 and Table 5 in Appendix 2 of the AO. Applicants are required to respond to the items listed below by describing and justifying how the proposal meets the criterion.  **\*\*IMPORTANT: This form will be the only source of information considered by reviewers to evaluate the proposal for evaluation criteria in Section 5 of the AO (Eligibility and Graded evaluation criteria).** Applications that fail to meet one or more criteria will be deemed non-compliant and will not be assessed further. | |
| **Eligibility Criteria** | |
| 1. **Eligibility of the applicant (Section 3.1 of the AO) - maximum of 300 words** | |
| 1. **Eligibility of the project (Section 3.2 of the AO) - maximum of 300 words** | |
| 1. **Alignment with CSA Priorities (Section 3.3 of the AO) – maximum of 500 words** | |
| 1. **Alignment with G&C Program Objectives (Section 3.4 of the AO) - maximum of 300 words** | |
| 1. **Meets program funding provisions (Section 6.1 of the AO) - maximum of 300 words** | |
| **Graded Evaluation Criteria (see Section 5.3 of the AO)** | |
| 1. **Benefits to Canada**     1. **Alignment with the priorities of the CSA: This criterion evaluates whether the proposed research objectives are aligned with the priorities of the CSA and its HLS program. Do the research objectives directly address health risks associated with human space flights or needs for health and medical support? - maximum of 500 words** | |
| * 1. **Benefits on Earth: describe the acquired knowledge of human health spaceflight risks that may contribute to the advancement of understanding of similar health issues or applications on Earth, or that could contribute to improving health care for Canadians. Provide a clear explanation of how specifically this research can bring benefits on Earth (i.e., which specific population, how it will benefit that population, etc.). - maximum of 500 words** | |
| * 1. **Highly Qualified Personnel (HQP) development: a development plan must describe how the project will foster the development of HQPs, through recruitment of qualified students/postdoctoral fellows/trainees and provide them with an integrated and meaningful role in the project research team. The proposal must include a clear description of both the role and responsibilities of students/HQPs, and a plan for their development. - maximum of 300 words**   Please provide the number of Canadian HQPs (e.g. research assistant, technician, etc.) and students (e.g. PDF, PhD, MSc, BSc) involved in the project per year, and total for the duration of the project.   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | **Number of Canadian HQPs and students** | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** | **Year 6** | **Total for the duration of the project** (count personnel only once) | | **Undergraduate students (BSc)** |  |  |  |  |  |  |  | | **Graduate students (MSc)** |  |  |  |  |  |  |  | | **Graduate students (PhD)** |  |  |  |  |  |  |  | | **Postdoctoral fellows (PDF)** |  |  |  |  |  |  |  | | **HQPs** |  |  |  |  |  |  |  | | **Total** |  |  |  |  |  |  |  | | |
| * 1. **Equity, diversity, and inclusion (EDI): describe the specific means that will be taken to foster recruitment and engagement of members from underrepresented groups within the research team. Underrepresented groups include, but are not limited to, the four (4) designated groups (women, Indigenous peoples, members of visible minorities, and persons with disabilities). Applicants can consult the Employment equity website for definitions of each group.**   **This criterion evaluates whether the proposal describes the specific means that will be taken to foster recruitment and engagement of members from these underrepresented groups within the research team. It also evaluates the different means proposed by the investigators or the research team to conduct outreach activities with underrepresented groups (i.e., member of advisory committees and boards, participation in conferences/colloquiums, workshops, and public dialogues), inside or outside of the research laboratories or universities/institutions. Referencing the university policy is not considered a sufficient demonstration. - maximum of 300 words** | |
| 1. **Project Feasibility, Resources and Risk Assessment**   Applicants are directed to complete **Sections 6 and 7 of this application form** to provide the necessary information to allow the CSA to complete its evaluation of the following criteria:   * 1. **Budget, Resources Allocation and schedule (Section 6)**   2. **Risk Management (Section 7)** | |
| 1. **Science Dissemination plan**   **This criterion evaluates the science dissemination plan describing how results from the investigations will be disseminated (e.g.: conferences, publications, etc). Per Section 7.7 of the AO, the CSA promotes the use of open access publication and archiving by recipients, and applicants are encouraged to use open access publications in order to facilitate dissemination of results from the investigation - maximum of 300 words** | |
| 1. **Scientific merit (see Section 5.4 and Appendix 4 of the AO)**   Proposals will be evaluated according to the criteria stated in Section 5.4 of the AO and described in detail in Appendix 4 of the AO. | |
| **Ethical requirements** | **This section is reserved for CSA use only.** |
| The applicant will ensure that ethical certification requirements have been met. A letter signed by the chairperson of the local Research Ethics Board (REB) or Animal Care Committee (ACC) regarding approval of the experimental protocol using human subjects will be required. | **Result of review** |

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| **SECTION 5 – DETAILED PROJECT DESCRIPTION** | | | | | | | | | | | |
| Please attach a description of the proposed research project, including objectives, methodology, an explanation of the role and responsibilities of each person involved in the proposed research project. The description should be around 2500 words in a MS Word format (.DOC, .DOCX), 12‑pt typeface, letter‑sized paper and 1" margins.  The cover page of the attachment must contain the title of the proposal, the name of the investigator and the legal name of the organization requesting the contribution. | | | | | | | | | | | |
| **SECTION 6 –SCHEDULE, DETAILED BUDGET, SOURCES OF FUNDING AND RESOURCES ALLOCATION** | | | | | | | | | | | |
| **a)** **SCHEDULE:**  Please provide a **detailed** schedule for the project. This schedule must show the various phases of the project, their duration (including estimated start and end date), the personnel requirements and their task assignments, and the level of effort associated with each of the tasks (description and/or percentage), as well as the number of publications expected. For applicants who are part of an international team, this analysis should focus on tasks undertaken by the Canadian team, but should explain how the Canadian team’s work contributes to the overall project objectives. If additional space is required, please attach a document named: **SCHEDULE** (do not refer to proposal).  **b) DETAILED BUDGET, SOURCES OF FUNDING AND RESOURCES ALLOCATION**  Please provide a detailed itemized budget, according to the following eligible CSA budget categories. Under the “Description and Details” column, applicants are required to explain/justify the nature of expenses to allow the reviewer to evaluate adequacy of budget allocation. If the table below does not provide enough space, attach a separate document named: **BUDGET** (do not refer to proposal). Applicants are encouraged to seek co-funding and should include other source of funding in their budget. Co-funding can occur in a number of ways, including institutional support of students through scholarships.  **Eligible Cost** means any Project cost listed below that is essential to carry out the Project, reasonable and directly related to the Project. The total amount and the breakdown by source of funding must be provided for each category of cost.  All amounts must be in Canadian dollars and NET of all discounts and tax reimbursements.  The costs are to be incurred directly by the applicant.  **Incurred Costs** means any expense made to carry out the Project related to an Eligible Cost which is due and payable. CSA will not contribute to costs Incurred prior to the coming into force of a Funding Agreement and after the Project Completion Date  **IMPORTANT NOTE: For ISS AO, funding applies as follows:**   * **The total maximum funding amount given in Contribution for each project will be $1,206,000 for new Canadian projects, over a maximum period of six (6) years.**   **The total maximum amount requested must include overhead costs.**  **Budget Breakdown ($)** | | | | | | | | | | | |
| **Eligible cost - categories** | **Description and**  **Details** | **Amount of funding requested from the CSA by Fiscal Year (April 1 to March 31)** | | | | | | | **Other levels of government funding (federal, provincial, territorial, municipal) –Section 9** | **Other Sources**  **including**  **Funding from your organization –Section 9** | **Total Budget:**  **CSA + Other** |
| FY1 | FY2 | FY3 | FY4 | FY5 | FY6 | **CSA Total** |
| Accommodation and meal allowances |  |  |  |  |  |  |  |  |  |  |  |
| Acquisition or rental of equipment |  |  |  |  |  |  |  |  |  |  |  |
| Acquisition, development and printing materials |  |  |  |  |  |  |  |  |  |  |  |
| Bursaries |  |  |  |  |  |  |  |  |  |  |  |
| Consultant services |  |  |  |  |  |  |  |  |  |  |  |
| Costs related to obtaining security clearance |  |  |  |  |  |  |  |  |  |  |  |
| Data acquisition |  |  |  |  |  |  |  |  |  |  |  |
| Data management |  |  |  |  |  |  |  |  |  |  |  |
| Laboratory analyses services |  |  |  |  |  |  |  |  |  |  |  |
| Licences and permit fees |  |  |  |  |  |  |  |  |  |  |  |
| Marketing and printing services |  |  |  |  |  |  |  |  |  |  |  |
| Materials and supplies |  |  |  |  |  |  |  |  |  |  |  |
| Participation fees at conferences, committees and events (other than registration, travel and accommodation and meals). |  |  |  |  |  |  |  |  |  |  |  |
| PST, HST and GST net of any rebate or reimbursement to which the recipient is entitled |  |  |  |  |  |  |  |  |  |  |  |
| Publication and communication services (detail the number of publications expected) |  |  |  |  |  |  |  |  |  |  |  |
| Registration fees |  |  |  |  |  |  |  |  |  |  |  |
| Salaries and benefits |  |  |  |  |  |  |  |  |  |  |  |
| Training |  |  |  |  |  |  |  |  |  |  |  |
| Translation services |  |  |  |  |  |  |  |  |  |  |  |
| Travel |  |  |  |  |  |  |  |  |  |  |  |
| Other expenses (cannot be funded by the CSA) |  |  |  |  |  |  |  |  |  |  |  |
| **Sub-Totals before overhead** |  |  |  |  |  |  |  |  |  |  |  |
| Overhead (administrative) costs (Universities & post-secondary institutions: max of 20% of eligible costs; other eligible recipients: 15% of eligible costs). |  |  |  |  |  |  |  |  |  |  |  |
| **TOTAL PROJECT COSTS:** |  |  |  |  |  |  |  | **Total requested to CSA:** |  |  |  |

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| **SECTION 7 –RISK MANAGEMENT** |
| List and describe potential risks to the project (financial, technical, and managerial) and present risk management and mitigation strategies in the table below or in a document attached to your submission. The proposal evaluation will assess the knowledge of potential pitfalls and obstacles that may occur during project course and adequacy of proposed preventive/remedial measures. Extra rows in the table can be added to list additional risks. If some of the risks do not apply, indicate N/A.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **#** | **Risks** | **Likelihood (rare, possible, high)** | **Impact** | **Mitigation/Preventative action** | | **Managerial** | | | | | | **1** | Inability to recruit qualified undergraduate/graduate students |  |  |  | | **2** | Unavailability/loss of key team members/students |  |  |  | | **3** | (Other managerial risks) |  |  |  | | **4** |  |  |  |  | | **Financial** | | | | | | **5** | Budget is exceeded or insufficient |  |  |  | | **6** | Inability of students to obtain scholarship |  |  |  | | **7** | (Other financial risks) |  |  |  | | **8** |  |  |  |  | | **Technical** | | | | | | **9** | Issues with optimizing experimental protocols and endpoints |  |  |  | | **10** | Equipment failure |  |  |  | | **11** | Sample/subject loss; corrupted data set |  |  |  | | **12** | (Other specific technical risks) |  |  |  | | **13** |  |  |  |  | | **14** |  |  |  |  | |
| **SECTION 8 – DATA MANAGEMENT PLAN** |
| Please provide a Data Management Plan addressing the following items:   * + Types of data products;   + Short term data preservation approach;   + Long term data preservation/archiving approach;   + Formats for data and metadata;   + Roles and Responsibilities for data management within the team. |
| **SECTION 9- OTHER SOURCES OF FUNDING** |
| **Please identify all sources of funding for your project,** including CSA, Governmental Assistance\*, other source and your organization.  \* Governmental Assistance means all financial and non-financial assistance from federal, provincial, territorial and municipal governments allocated to the Project, including but not limited to grants, contributions, reduced interest loans or forgivable loans, donations, sponsorships, Research and Experimental Development (SR&ED) investment tax credit and all financial assistance for a similar project by an entity with which it has a non-arm’s length relationship.  In-kind contributions are not considered sources of funding. The funding amount should be expected to be received directly by the applicant.  **Please complete the budget table below.**   |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | Fiscal Year  April 1st – March 31st | **Sources of funding (in Canadian dollars)** | | | | | | | | | **Amount of funding requested from CSA** | **Other levels of government (federal, provincial/**  **territorial, municipal)** | | | | | **Other Sources**  **including funding from your organization** | **Total Budget**  **(CSA + Other)** | | Name of funding organization and its funding program | Contact Person  (Full Name, Title, Telephone number, Email) | Type of Fund (grant, contribution, loan, scientific research and experimental development (SR&ED) tax incentives, etc.) | Application Status (confirmed/ pending) | **Funding Amount  ($)** |  |  | | 202x-202x |  |  |  |  |  |  |  |  | | 202x-202x |  |  |  |  |  |  |  |  | | 202x-202x |  |  |  |  |  |  |  |  | | **Total** |  |  |  |  |  |  |  | 100% | |

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| **SECTION 10 – SUGGESTED REVIEWERS** | | | |
| Please identify at least four **Canadian** reviewers with the relevant expertise for this proposal. Please consider including a woman as a reviewer in your suggestions. | | | |
| Full Name | Organization | Telephone | Email |
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| **SECTION 11 – OTHER** | | |
| Please provide other documents to support your proposal (e.g. letters of support from each co investigator listed and letters of intent from organizations providing other sources of funding or in kind contributions). | | |
| **SECTION 12 – SUBMISSION CHECKLIST** | | |
| **Below is a verification list to ensure that all required documents and information has been provided for a complete submission package. Applicants are required to hand-fill the following list, checking and initialling each item to confirm inclusion in the package.** | | |
| **Number** | **Initials** | **Items** |
|  |  | A completed original application form signed by the duly authorized representative. For **electronic submission**, digital signature is required; |
|  |  | A copy of the document(s) confirming the legal name of the applicant (proof of incorporation or registration); |
|  |  | For Not- for- profit organizations, an original or certified copy of their certificate of constitution, letters patent, or other constitutive documents. Non-original or uncertified copies are accepted for the purposes of the *application*, but subsequently the original document will be required at the time of the signing of the agreement; |
|  |  | Letters from other funding contributors confirming their contributions, if applicable; |
|  |  | For Canadian projects associated with an international study, a letter from the international PI is required, confirming that the proposed research will enhance the study; |
|  |  | Letter of support from Co-Investigators, confirming their intent to participate to the study, including information on the potential source of funds, if applicable; |
|  |  | Letter of acknowledgement they received from an International Space Agency showing that the project was selected through one of the competitions offered by an international partner. Applicants are also required to provide CSA with results of the Science Merit Review when they are communicated to them. CSA will use this result as science merit score. Applicants must obtain a passing score at the International Space Agency competition to be considered; |
|  |  | The applicant will ensure that ethical certification requirements are met. A letter signed by the chairperson of the local Institutional Review Board (IRB) or Animal Care Committee (ACC) regarding approval of the experimental protocol will be required; |
|  |  | A ‘Data management plan’ shall be provided with the proposal and it shall address: types of data products, short term data preservation approach, long term data preservation/archiving approach, formats for data and metadata, and roles and Responsibilities for data management within the team; |
|  |  | Declaration on Confidentiality, *Access to Information Act* and *Privacy Act* form signed by the duly authorized representative |
|  |  | For organizations in Quebec, [M-30 Supporting Documentation](http://www2.publicationsduquebec.gouv.qc.ca/dynamicSearch/telecharge.php?type=2&file=%2F%2FM_30%2FM30_A.htm) form completed and signed by the duly authorized representative. |

| **SECTION 13 - *Lobbying Act R.S.C (1985) of Canada*** |
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| Lobbyists and their clients are subject to the Lobbying Act, R.S.S 1985, c. 44 (4Th supplement).  I declare that I have not requested the services of a lobbyist within the meaning of the Lobbying Act as part of my application.  I declare that I have requested the services of a lobbyist within the meaning of the Lobbing Act as part of my application and declare that any person lobbying on my behalf is in compliance with the provisions of the Lobbying Act.  Name of lobbyist: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  I declare that the lobbyist does not receive any payment that depends, in whole or in part, on the result obtained in connection with this application. |

| **SECTION 14-A – APPLICABLE ONLY TO ORGANIZATIONS COVERED BY THE** [*Act respecting the ministère du Conseil exécutif*](http://www2.publicationsduquebec.gouv.qc.ca/dynamicSearch/telecharge.php?type=2&file=%2F%2FM_30%2FM30_A.htm) **(R.S.Q., ch M-30), CHAPTER M-30, STATUTES OF QUEBEC** | | |
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| The organizations referred to in Article 3.6.2 **(SECTION 14-B)** are required to obtain authorization prior to signing a funding agreement with the federal government or with a federal public agency such as the Canadian Space Agency (CSA). | | |
| **Please review the relevant provisions of the Act and answer the three questions below. In the event of a discrepancy between the Law and the reproduction of the provisions below, the text of the Law applies.** | **YES** | **NO** |
| 1) In connection with section 3.11, is the applicant a **municipal body** or a **school body** within the meaning of section 3.6.2 of the Act? |  |  |
| 2) In relation to section 3.12, is the applicant a **public agency** within the meaning of section 3.6.2 of the Act? |  |  |
| 3) In connection with article 3.12.1, if a funding agreement were to be signed between the applicant and the CSA, will this agreement affect a Quebec **government agency**, a **municipal body**, a **school body,** or a **public agency** within the meaning of section 3.6.2 of the Act? |  |  |
| **If you answered “YES” to one (1) of the three questions:**  Do you have prior authorization (e.g., exclusion order) from the Government of Quebec to enter into a funding agreement with the Canadian Space Agency?  If “yes”, please specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  If “no”, please refer to the website of the [*Quebec Secretariat for Canadian Relations*](https://www.sqrc.gouv.qc.ca/relations-canadiennes/ententes-intergouvernementales/processus-approbation-autorisation-en.asp) to find out what steps to take to obtain a written authorization to enter into a funding agreement with the Canadian Space Agency. |  |  |
| If you answered **“NO” to all 3 questions**, the CSA may request additional documents or information. | |  |

| **SECTION 14-B – DEFINITIONS (Article 3.6.2 – excerpts)** |
| --- |
| **Municipal body means …** |
| (1)  a municipality;  (2)  a metropolitan community;  (3)  a legal person or body that has one of the following characteristics: (a) a majority of its members are appointed by one or more municipal bodies; (b) more than half of its financing is provided by one or more municipal bodies;  (4)  a group of municipal bodies. |
| **School body means …** |
| (0.1) a school service centre;  (1)  a school board;  (2)  the Comité de gestion de la taxe scolaire de l’île de Montréal;  (3)  a legal person or body that has one of the following characteristics:(a) a majority of its members are appointed by one or more school bodies;(b) more than half of its financing is provided by one or more school bodies;  (4)  a group of school bodies. |
| **Public agency means …** |
| (1)  a legal person or agency that, although not a government agency, a municipal body, or a school body, has one of the following characteristics:(a)  a majority of its members come from the Québec public sector, that is, are appointed by the Government, a minister, a government agency, a municipal body, a school body or another public agency; (b)  its personnel is appointed in accordance with the Public Service Act ([chapter F-3.1.1](https://www.legisquebec.gouv.qc.ca/en/document/cs/F-3.1.1?&target=));(c)  more than half of its financing is derived from Québec public funds, that is from the Consolidated Revenue Fund, a government agency, a municipal body, a school body or another public agency;  (2)  a group of public agencies. |
| **Government agency means …** |
| A legal person or agency that, under its constituting Act, is empowered to make inquiries, issue permits or licences, or make regulations for purposes other than its internal management and, if it is a legal person, has one of the following characteristics:  (1)  it is the mandatary or agent of the State or of another government in Canada;  (2)  it enjoys the rights and privileges of a mandatary or agent referred to in paragraph 1. |

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| **SECTION 15 – LEGAL CONSIDERATIONS**  **Please answer the following 5 questions.** |
| 1. Does the Applicant have any claims/debts owed to any federal, provincial, municipal or territorial government or has it received an overdue claim from such an organization?   NO  YES. Please complete the following table:   |  |  |  | | --- | --- | --- | | Government (specify) | Amount | Due date (yyyy-mm-dd) | |  |  |  | |  |  |  | |  |  |  |   The Agency may, at its sole discretion, request additional documents and information.   1. On the date of filing of this application or within the past two years, the Applicant has made an assignment of its property, is or was placed in receivership under the Bankruptcy and Insolvency Act, or any similar legislation?   NO  YES  The Agency may, at its sole discretion, request additional documents and information.   1. On the date of filing of this application or within the last two years, the Applicant has committed an act of bankruptcy, filed a notice of intention or proposal under the Bankruptcy and Insolvency Act, and/or is subject to procedures in accordance with the Companies’ Creditors Arrangement Act or any other similar legislation?   NO  YES  The Agency may, at its sole discretion, request additional documents and information.   1. On the date of filing of this application, has the Applicant received a formal or informal notice indicating that it could be, or is, in violation of an environmental law or regulation?   NO  YES. Please forward to the Agency a copy of the notice received.  The Agency may, at its sole discretion, request additional documents and information.   1. Does the Applicant have legal proceedings pending before the courts?   NO  YES  The Agency may, at its sole discretion, request additional documents and information. |

**Applicant Declaration on Confidentiality, Access to Information Act and Privacy Act**

The Applicant, through its duly authorized representative signing below, certifies as follows:

The CSA manages and protects information provided by the applicant in accordance with the [***Privacy Act***](https://laws-lois.justice.gc.ca/eng/acts/p-21/)[***and Access to Information Act***](https://laws-lois.justice.gc.ca/eng/acts/a-1/). More details about the handling of your personal information is described in the personal information document related toGrant and Contribution Program to Support Research, Awareness, and Learning – [Research Component (ASC PPU 045)](https://www.asc-csa.gc.ca/eng/transparency/aipa/info-source.asp) and [**Awareness and Learning Component**](https://www.asc-csa.gc.ca/eng/transparency/aipa/info-source.asp#:~:text=CSA%20FCS%20015-,Grants%20and%20Contributions%20%E2%80%93%20Awareness%20%26%20Learning%20(A%26L)%20Component,-Description%3A%20This) (ASC PPU 040). This information will be used for administration and application evaluation purposes. Personal information (such as name, contact information and biographical information) will be kept for 6 years and then destroyed. According to the *Privacy Act*, any individual may upon request, (1) have access to his or her personal data and (2) request correction of incorrect information.

Applicants must ensure any collection of personal information complies with all federal, provincial/territorial legislation and municipal bylaws.

For additional information regarding this statement, please contact:

Office of Access to Information and Privacy

Canadian Space Agency

Email: [aiprp-atip@asc-csa.gc.ca](mailto:aiprp-atip@asc-csa.gc.ca)

I certify that I have read and clearly understand the above information and that the representation made herein is true and accurate.

|  |  |
| --- | --- |
| Signature | Date |
| Duly authorized representative (typed name and title) | |

**APPLICANT ATTESTATION**

By submitting this proposal, the Applicant,through its duly authorized representative signing below:

1. Agrees with the terms herein and contained in the AO and certifies that it has all the resources and capacities necessary to carry out the project.

2. Understands and certifies that the information provided in the context of this application will be treated in accordance with the *Access to Information Act and the Privacy Act.*

3. Understands and accepts that CSA has no obligation to provide funding to the Applicant. The CSA is not responsible for any costs and expenses incurred or paid by the Applicant prior to the execution of a funding agreement between the CSA and the Applicant.

4. Understands and accepts that the execution of a funding agreement with the Agency is conditional, among other things, upon its proposal being accepted by the CSA and upon confirmation to the CSA’s satisfaction of the sources of funding pertaining to the proposal.

5. Understands and accepts that the CSA reserves its right, at its sole discretion, to modify or cancel the Announcement of Opportunity (AOP) process.

6. Certifies and confirms that no member of the House of Commons or the Senate will be a party to the funding agreement that may result from this proposal or shall be entitled to benefit from it or to receive any benefit to which the general public is not entitled

7. Certifies that it has disclosed, and will disclose if applicable, all sources of funding pertaining to the project including any government assistance or financial assistance requested or received for the project, as well as any other government assistance or financial assistance requested or received for a similar project by an organization or entity with which the Applicant has a non-arm's length relationship within the meaning of [*section 251 of the Income Tax Act (R.S.C. (1985), c 1 (5th Sup).*](https://laws-lois.justice.gc.ca/eng/acts/i-3.3/)

8. Certifies that no former holder of public office of the Government of Canada or public servant to whom applies the Conflict of Interest Act, the Values ​​and Ethics Code for the Public Service, or any other law, regulation, code, policy, procedure or directive of an equivalent nature, derives or shall derive a direct or indirect benefit from a possible funding agreement with the CSA, or that if such a person derives a benefit from it, he or she does so and will do so in accordance with the laws and codes mentioned above.

9. Undertakes to provide the CSA, without costs and delay, and in the form requested, with all the information necessary to complete the evaluation of the request for financial assistance and, if applicable, to execute and enforce a possible financing agreement.

10. Understands and certifies that all information relating to this application and the funding agreement that may result from this application for financial assistance, may be publicly disclosed under the laws, policies, and directives of the Government of Canada.

11. Certifies that the information provided in the context of this form and all the documents submitted are complete, true and accurate.

**The person signing below certifies that it has the authority to submit this application on behalf of the Applicant.**

I am the duly authorized representative of the Applicant and, as such, I confirm that I have the authority to submit this application on behalf of the Applicant and that by submitting this form I bind the Applicant as if my original signature were affixed to it.

|  |  |
| --- | --- |
| Signature: | Date (yyyy mm dd): |
| Duly authorized representative (type name and title) | |