

Quantum City Consortia Awards

Proposal Template

General Instructions

1. A maximum of 12 pages including text, figures, tables, budget, budget justification, matching funds, but references can be provided separately allowing for an unlimited number of pages.
2. Complete the budget table, provide budget justification and matching information (max. two pages);
3. Use Times New Roman or Arial or Helvetica font size 11 with margins at least 2.54 cm all around, and single-line spacing;
4. Refer to the Resource for Quantum City Consortia Awards Applications document for additional information;
5. Do not include this title page in the final submission;
6. Submit, via Qualtrics, your project proposal, budget, budget justification, and matching funding together (max. 12 pages) in a single PDF file. A second PDF document comprising CCVs for all investigators is required, and, if applicable, a third PDF document comprising bio-sketches for all collaborators must be uploaded. Click here for the [Qualtrics link](#).

Structure of the Project Proposal

- I. Title
- II. Names and affiliations of principal investigator, co-investigator(s), collaborator(s), and partner organization(s).¹
- III. Summary of the proposal in lay terms (max. 250 words).
- IV. Background and expected outcomes
 - State the goal of the project.
 - Explain potential outcomes and impacts.
 - Describe the importance and benefits to Alberta.
 - Explain the alignment with Quantum City's mission.
- V. Proposal
 - State the (SMART) objectives.
 - Describe the project plan².
 - Describe the work packages².
 - Explain the implementation of equity, diversity, and inclusion (EDI) in the project plan².
 - Describe the current and intended Solutions Readiness Levels².
- VI. Team
 - Discuss the team, including investigators, trainees, collaborator(s) and partner organization(s) and their fit to this project¹.
 - Explain how the team's relevant knowledge, experience, and achievements can contribute to this project.
 - Explain how the team will be led and managed.
- VII. Training plan
 - Describe anticipated knowledge and skills gaps of trainees.
 - Explain how the project will implement training to close these gaps.
- VIII. References
 - Use this section to provide a list of relevant literature references.

¹ Collaborators and partners are optional.

² More information available in the resource document.