



Natural Resources Canada

**GeoConnections Program
Contribution Agreement Project Guidelines 2021-2022**

Announcement Code: GNS21-22IFP

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GEOCONNECTIONS CONTRIBUTIONS FUNDING SCOPE

GeoConnections is an ongoing Program with the mandate and responsibility to lead the evolution of Canada's Spatial Data Infrastructure (SDI), the Canadian Geospatial Data Infrastructure (CGDI), through the use of standards-based technologies and operational policies. Canada's SDI is an on-line resource that is focused on data sharing and integration, and is an invaluable resource that helps decision makers from all levels of government, the private sector, non-government organizations and academia make better decisions in addressing key economic, social and environmental priorities.

GeoConnections co-funds the development of innovative solutions and further development of Canada's SDI with eligible Proponents through regular invitations for Contribution Projects.

For Fiscal Years 2021-2022, through this Announcement of Opportunities, the GeoConnections Program is soliciting interest for Contribution Projects that will align with the Program's purpose and objectives.

Purpose

The purpose of the GeoConnections Program is to provide the Canadian population with integrated Geospatial information over the Internet.

Objectives

- Keep Canada at the leading edge of accessing, sharing and using geospatial information over the Internet;
- Support the integration and use of geospatial data to support effective decision making.

The selected GeoConnections Contribution Projects will advance CGDI innovations to improve the CGDI's socio-economic benefits.

WHO CAN SUBMIT A PROJECT PROPOSAL?

Proponent must be from one of the following types of legal entities:

- Academic institutions;
- Canadian or International profit and non-profit organizations;
- Corporations;
- Individuals;
- Industry and their associations;
- International governments;
- Provincial, Territorial, Regional, Municipal and Rural government departments, agencies and some Crown Corporations as set out in Schedule III, Part 2 of the Financial Administration Act; or
- Research associations.

HOW MUCH CAN BE APPLIED FOR?

GeoConnections will fund two projects and provide exactly **\$250,000** per Project. Proponents will not be funded for more than one Project.

GeoConnections will only fund cost-shared Projects. GeoConnections will fund a maximum of 75 percent of Total Project Costs. The Proponent and its Collaborators must contribute the remaining 25 percent of Total Project Costs. Total federal government assistance, including the amount requested from GeoConnections, cannot exceed 90 percent of Eligible Expenditures.

WHAT IS THE PROCESS?

To apply, follow the steps below :

1. Review of the requirements and criteria for funding contained in this GeoConnections Contribution Agreement Project Guidelines 2021-2022 by Proponent;
2. Submission of Expression of Interest by Proponent;
3. Evaluation and response of Expression of Interest by GeoConnections;
4. **By invitation only** - Preparation and submission for Project Proposal by Proponent;
5. Project proposal evaluation and Project selection by GeoConnections; and
6. **By invitation only** - development of formal contribution agreement for selected Projects. At the end of the process, the resulting agreements will describe the terms of the collaboration with GeoConnections and set out mutual expectations such as Project duration, outputs, Key Performance Indicators (KPIs), tasks, milestone

dates, human resources requirements (organization, team member names, roles/titles, per diem and days of effort/person), a communications plan, and financial details.

WHAT ARE THE DEADLINES?

STEPS	DATES
Announcement of Opportunities date	December 21, 2020.
Deadline to submit Expression of Interest*	On or before January 17, 2021.
Deadline to submit Project Proposals*	Will be identified when invitations to submit Project Proposals are issued.
Project start date	July 1, 2021
GeoConnections funded Projects completion	On or before March 31, 2022.

* Based on the number of Projects submitted, GeoConnections reserves the right to modify the closing date for submissions. In this event, a notification will be published on the GeoConnections website.

NATURAL RESOURCES CANADA SERVICE STANDARDS

SERVICE STANDARDS	GEOCONNECTIONS PROGRAM
Acknowledging receipt of Expression of Interest	We will acknowledge receipt of an Expression of Interest within five business days of the date received by the Program, 95 percent of the time.
Acknowledging receipt of Project Proposal	We will acknowledge receipt of a Project Proposal within five business days of the date received by the Program, 95 percent of the time.
Providing funding decision	We will issue an official written notification of the funding decision within 40 business days, 90 percent of the time. Timing is highly dependent on a Proponent's responsiveness to requests from the Program for information during the due diligence and risk assessment review.
Issuing payment	We will issue payments within 30 calendar days of the successful fulfillment of requirements as outlined in the Contribution Agreement. We target to meet this standard 90 percent of the time.

DETAILED PROCESS FOR THE EXPRESSION OF INTEREST

1. The **Expressions of Interest (E)**:
 - a. Will be no more than six (Letter size) pages long.
 - b. Will be written by the Proponent using the Expression of Interest template found in Appendix 1.
 - c. May be submitted in either English or French.
 - d. Will be completed and submitted by emailing GeoConnections at: nrcan.geoconnectionscontributionagreements-accordsdecontributiondegeoconnexions.nrcan@canada.ca
2. The Expression on Interest will be accompanied by a cover letter with your organization's letterhead, dated and signed by an appropriate authority.
3. Deadline to submit Expression of Interest: on or before **January 17, 2021**. Please note, based on the number of Expressions of interest received, GeoConnections reserves the right to modify the closing date for submission. In this event, a notification will be published on the GeoConnections website.

4. The Expressions of Interest will be reviewed against the evaluation criteria found in Appendix 2.
5. GeoConnections will inform the Proponents via email whether their Expression of Interest was selected, and whether GeoConnections invites the proponent to submit a full Project Proposal.
6. For questions regarding the Expression of Interest submission process, please contact GeoConnections via the email provided above.
7. **Please note that unsolicited full Project Proposals will not be accepted.**

DETAILED PROCESS FOR THE FULL PROJECT PROPOSAL

1. **Selected proponents** will be invited to submit a full Project Proposal for consideration. Project Proposals:
 - a. Will be no more than fifty (Letter size) pages long, excluding financial statements and Project team resumes.
 - b. Will be written by the Proponent using the Project Proposal Template found in Appendix 3. Please note, an updated Project Proposal Template may be provided to the selected Proponents when invited to submit a full Project Proposal.
 - c. May be submitted in either English or French.
 - d. Completed Project Proposal must be submitted to GeoConnections by email: rncan.geoconnectionscontributionagreements-accordsdecontributiondegeoconnexions.rncan@canada.ca.
2. The full Project Proposal will be accompanied by a cover letter with your organization's letterhead, dated and signed by an appropriate authority.
3. Deadline to submit full Project proposal will be identified when invitations to submit Project Proposals are issued. Please note, based on the number of Expression of interest received, GeoConnections reserves the right to modify the closing date for submission. In this event, a notification will be published on the GeoConnections website.
4. The Project Proposals will be reviewed against the evaluation criteria found in Appendix 4. Please note, updated Project Proposal Evaluation Criteria may be provided to the Proponents when invited to submit a full Project Proposal.
5. For questions regarding the Project Proposal submission process, please contact GeoConnections via the email provided above.
6. Please note:
 - a. **Full Project Proposals are accepted by invitation only;**
 - b. **Invitation to submit a full Project Proposal is not a guarantee of funding.**

FINANCIAL INFORMATION

Funding

GeoConnections will only fund cost-shared Projects. In cost-shared Projects, the Proponent and its Collaborators agree to contribute financially to the Project either in cash or in-kind contributions or both. The cash amount requested from GeoConnections cannot exceed 75 percent of Total Project Costs.

The maximum funding available from GeoConnections for two Projects is \$500,000 in Fiscal Year 2021-2022, with exactly **\$250,000** per Project. Funding is only available for Projects starting on or after July 1, 2021 and completed on March 31, 2022 at the latest.

The Proponent must provide a list of all federal organizations participating in the proposed Project and shall ensure that the total federal government assistance, including the amount requested from GeoConnections, does not exceed

90 percent of Eligible Expenditures. Funding received from another GeoConnections-funded Project cannot form part of the Total Project Costs or leveraged funds.

If any funding for a Project is dependent upon another funding program, GeoConnections requires written confirmation from that Collaborator regarding that funding. The confirmation must include how much funding is being provided, and whether the funding has been secured or not.

A payment schedule will be established and outlined in the final Contribution Agreement, and will be based on agreed-upon work accomplished, milestones achieved, tasks completed, Eligible Expenditures Incurred, etc.

Note: Natural Resources Canada and staff cannot provide in-kind contributions, or act as Collaborators in a Project proposed under this Announcement of Opportunities.

Eligible and Ineligible Expenditures

The GeoConnections Program will reimburse funds for Eligible Expenditures as described below. Eligible Expenditures for an approved Project under the Program must be directly related to, and necessary to carry out the Project.

Eligible Expenditures include:

- Labour – salaries, professional fees and temporary personnel costs paid to employees on Proponent's payroll, for actual time spent on the Project; plus any employee benefits up to a maximum of 20 percent of Project labour costs;
- Subcontracts for services up to 40 percent of total Eligible Expenditures (i.e. professional, scientific, technical);
- Administration costs associated with the Project including: translation, printing and binding, promotion of workshops and publication of Project report;
- Communications, audio-visual equipment and facilities rentals;
- Travel to conduct the Project;
- GST, PST or HST related to other Eligible Expenditures, net of any tax rebate to which the Proponent is entitled.

Note: In respect of auditing Eligible Expenditures related to professional, scientific and contracting services, Canada's auditors may, acting reasonably, request that the Proponent's books, accounts and records be supplemented by information from the books, accounts and records of the subcontractors engaged by the Proponent having contracts in excess of Twenty percent (20%) of the Contribution for the purposes of the Project.

Ineligible Expenditures include:

- The purchase of land or payment of property taxes;
- Hospitality (GeoConnections' funds cannot be used to reimburse Proponents for hospitality expenses.)
- Capital costs (including computers);
- Costs associated with the development of the Proposal;
- Geospatial Data.

Development of a Contribution Agreement

GeoConnections will invite the Proponents of successful Proposals to discuss Contribution Agreements. At that time, a staff member from GeoConnections will be assigned as the Project Authority. Please note, an invitation to discuss an Agreement is not a guarantee of funding.

The resulting Agreements will describe the terms and conditions of the GeoConnections Program and set out expectations such as Proponent's Project duration, their outputs, their milestones and tasks, dates, Proponent's human resources (organization, team member names, roles/titles, per diem and days of effort/person); their communications plan, and their financial details.

The following Project management tasks will be required from selected Proponents as part of the Contribution Agreement development process.

TASK NAME (TARGET DATE)	TASK DESCRIPTION
Earliest Project Start Date (July 1, 2021)	Proponents may only commence Projects on or after July 1, 2021 pending contribution agreement final signatures.

Interim Narrative Report and Payment Request (September 30, 2021)	Submit claim for payment; interim financial report; approved time sheets, interim narrative report, copies of Subcontracting invoices; explanatory note listing all the Eligible Expenditures Incurred up to September 30, 2021
Eligible Expenditures End Date (March 31, 2022)	The Eligible Expenditures Period begins when the agreement has been signed and ends on March 31, 2022. Ensure that all Eligible Expenditures are documented and proper documentation (e.g. invoices, receipts, financial statements etc.) are provided in the final report.
Final Narrative Report (May 31, 2022)	A final narrative report to describe how the activities have contributed to the achievement of the objectives, the benefits, and the key performance indicators of the Project as described in the Statement of Work, including the results of the Project in comparison to the original outputs and work plan.
Final Financial Report (May 31, 2022)	A financial report that demonstrates how the Contribution funding was used including the receipts for services being funded by Canada.
Signed certification of Eligible Expenditures Incurred and Paid (May 31, 2022)	Authorized signature certifying that the claims for payment of Eligible Expenditures of the Project have been Incurred and Paid by the Proponent.

Basis of Payment

Payments schedule will be established within the Contribution Agreement. The basis on which Contribution final payments and any interim payments are to be made will be based on: achievement of pre-determined performance expectations or milestones, a description of the performance expectations or milestones to be provided, and reimbursement of Eligible Expenditures. Detailed financial statements and invoices are to be submitted as part of the request for payment. At a minimum, an interim Project Progress Report and payment request is due September 30, 2021.

Non-Repayable Contributions

GeoConnections will be using Non-Repayable Contributions. Contributions will be made towards Projects that contribute to the purpose and objectives of the Program and do not generate profits.

ROLES, RESPONSIBILITIES AND CONTRIBUTIONS

GeoConnections promotes collaboration, particularly those that support Project delivery. This section details the roles and responsibilities of all potential contributors on Projects.

GeoConnections

GeoConnections supports Projects by providing Contribution funding. It is responsible for inviting Proponents to submit Proposals and providing clarifications. It is also responsible for evaluating Proposals, developing Agreements, monitoring progress, evaluating outputs, and recommending payments.

Note: GeoConnections and staff cannot provide in-kind contributions, or act as Collaborators in a Project proposed under this Announcement of Opportunities.

Proponent

The Proponent assembles the Proposal, leads and coordinates all Project activities, and acts as a single point of contact with GeoConnections on Project issues. The Project Proponent has both a mandate and the resources to coordinate the Project and maintain Project results beyond the Project's completion. Proponents are responsible for coordinating the work of all team members including Project Collaborators and Subcontractors. Proponents are responsible for any subcontracted activities required for Projects.

Collaborators

The Proponent must include one or more collaborating organizations that are not affiliated with the Proponent, in the Project. To be eligible, Collaborators must not be related to, nor exercise control over, the Proponent, including with respect to shared management or ownership.

Collaborators are persons or organizations that agree to contribute financially by providing cash contributions, in-kind contributions, or both to the Proponent to be used for the Project. An in-kind contribution is a contribution of services or time to which a dollar amount can be attributed, that would otherwise be purchased and paid for by the Proponent to achieve the Project results. Collaborator's contributions should not be invoiced to the Proponent, and, therefore; cannot be submitted to GeoConnections as Eligible Expenditures Incurred by the Proponent. A Collaborator's cash or in-kind contributions must be accounted for towards the Proponent/Collaborator's portion of the Total Project Costs. Together, **the Proponent's and Collaborator's cash and/or in-kind contributions must total at least 25 percent of the Total Project Costs.**

Collaborators may be from any type of legal entity described earlier. Collaborators must also demonstrate an on-going vested interest in the Project and show their support from the senior level of the organization. The Collaborator's contribution and commitment to the Project should be specified in a Letter of Collaboration, written on the organization's letterhead and signed by a senior officer (i.e., the person who has authority and responsibility for the allocation and commitment of the resources for this Proposal), and should be included with the Proposal submission.

Subcontractors

Subcontractors are persons or organizations who enter into a contract with the Proponent to provide services or time related to the Project, and who will invoice the Proponent for those services.

If applicable, the Proponent must identify all Subcontractors in their Proposal and must discuss these with GeoConnections before a Contribution Agreement is signed. The Proponent must also clarify with GeoConnections which expenditures, if any, would be considered eligible or non-eligible for reimbursement. GeoConnections recommends, as part of due diligence, that Proponents sign a formal contract with each of their Subcontractors for any GeoConnections Project.

INTELLECTUAL PROPERTY

All Intellectual Property that arises in the course of the Project shall vest in the Proponent, or be licensed to the Proponent in the event that a Proponent's Subcontractor retains title to such Intellectual Property. The Proponent shall supply to the Project Authority the reports and documents described in the Proposal and the Proponent will grant to Canada a non-exclusive, irrevocable, world-wide, free and royalty-free license in perpetuity to use, modify, and, subject to the Access to Information Act, make publicly available such reports and documents for non-commercial governmental purposes.

OFFICIAL LANGUAGES REQUIREMENT

All public information documents related to the Project prepared or paid for in whole or in part by Canada must be made available in both official languages, when Natural Resources Canada judges that this is required under the Official Languages Act. Proponents, if they are to provide/deliver documents or outreach to the public as part of their Project outputs, will be responsible for providing them fully in both languages and; therefore, will incur all costs for translation and personnel. When applicable, these costs must be included in the Proposal budget.

CONFLICT OF INTEREST

No public servant or public office holder, either currently or formerly employed by a federal entity, and to whom the *Conflict of Interest Act*, the Conflict of Interest and Post-Employment Code for Public Office Holders or the Values and Ethics Code for the Public Sector applies, can derive any direct or indirect benefit from a Project funded via a Contribution Agreement unless the provision or receipt of such benefits is in compliance with such legislation and codes; and that no member of the Senate or the House of Commons shall be admitted to any share or part of the Project, or to any benefit arising from it, that is not otherwise available to the general public.

Additionally, any individual working for the Proponent who formerly provided consultancy services to Natural Resources Canada that are related to the Contribution Agreement or developing the Project, the Proponent would be considered to be in a real, perceived, or potential conflict of interest situation.

REPORTING AND MONITORING

Proponent Project Manager

The main contact and Project Manager designated by the Proponent.

GeoConnections Project Authority

A GeoConnections Project Authority will be assigned to monitor each Project. This Project Authority will be responsible for recommending the approval of milestone payments. Milestone reports and corresponding tasks or outputs will be submitted to the Project Authority for evaluation.

Orientation Meeting or Teleconference

The Proponent's Project Manager will schedule and conduct an initial orientation meeting or teleconference involving the GeoConnections Project Authority.

Progress-Review Meetings or Teleconferences

Progress-review meetings or teleconferences must be scheduled by the Project Manager and the Project Authority to demonstrate Project progress and to discuss any relevant Project issues. These meetings may or may not be tied to milestones.

Project Progress Reports

The Proponent's designated Project Manager shall provide periodic Project Progress Reports to the GeoConnections Project Authority. Reporting templates will be provided by GeoConnections. These reports will be required before any payments are made and shall contain at minimum, but not be limited to:

- Title page;
- Summary of the work accomplished in comparison to the work plan, attachments, including URLs of Project outputs and operational results;
- Explanation of any problems encountered and their solutions;
- Changes to the work plan for the next tasks; and
- Detailed financial statement report for the Project to date.

Final Report

At the end of the Project, the Proponent's Project manager must provide a detailed final report. The final report is required before the final payment can be made. A final reporting template will be provided by GeoConnections. This report should include the following:

- A final Project budget as per the template (including copies of invoices, vouchers, etc.);
- A description of how the Project objectives were met including a comparison of expected versus achieved outputs;
- A self-evaluation against Key Performance Indicators;
- Discuss the experience of using existing geospatial standards and any proposed improvements.
- Discuss challenges (institutional, technical and policy) encountered;
- Outline plans for possible follow-on activities and projects; and
- Describe any communication strategies that were undertaken or are planned.

Promotion of Project Results

All Proponents who receive funding from GeoConnections are encouraged to promote Project results with the appropriate audiences of stakeholders or users. This section summarizes these requirements further.

A Proponent that does promote the Project results must publicly acknowledge the GeoConnections contribution by displaying the Natural Resources Canada signature and/or Canada wordmark (as provided by GeoConnections) on media, public, and stakeholder news releases, presentations, websites, brochures and other publications or documentation describing the Project and its results.

Where only text is allowed, the acknowledgement will include the following wording: "Financial support provided by GeoConnections, a national collaborative initiative led by Natural Resources Canada. GeoConnections supports the integration and use of the Canadian Geospatial Data Infrastructure (CGDI), an on-line resource that improves the sharing, access and use of open geospatial information."

Where logos of supporting agencies are included in a product, the Natural Resources Canada signature and/or Canada wordmark must be used, as provided by Natural Resources Canada.

Where both text and logos are used, both the text and logo forms of acknowledgement must be used.

Proponents will communicate with GeoConnections when issuing, printing or publishing any publicity material to allow for possible coordinated announcements. Material must be submitted to the Project Authority. GeoConnections will offer a link to Project news releases and articles via its website, and may otherwise promote the Project's successes in consultation with the Proponent.

RIGHTS OF GEOCONNECTIONS

GeoConnections reserves the right to:

- Reject any or all responses to this Announcement of Opportunities;
- Seek clarification and verify any or all information provided;
- Enter into discussions with Project Proponents on any or all aspects of a Proposal;
- Accept any Proposal in whole or in part;
- Clarify/confirm intellectual property rights;
- Promote and communicate the Project and its results;
- Cancel and/or re-issue this Announcement of Opportunities at any time;
- Administer, approve, and allocate funding based on the sole discretion of the GeoConnections Program; and
- Conduct Proponent audit activities such as an independent and objective assessment of a Proponent's compliance with terms and conditions of a Contribution Agreement.

CONTACT INFORMATION

All enquiries must be directed by email to: nrcan.geoconnectionscontributionagreements-accordsdecontributiondegeoconnexions.mcan@canada.ca

APPENDIX 1: EXPRESSION OF INTEREST TEMPLATE

Proponent to use this template to prepare Project Expression of Interest.

PROTECTED once completed

Regular text identifies section headings and required text.

Text in italics denotes instructions. Replace with your text.

Title of Project	<i>Complete title of the proposed Project</i>
Proponent Name	<i>Name of the manager and organization name</i>
Proponent Contact Information	<i>Complete contact information (name of contact, full mailing address, telephone and e-mail address)</i>
Proposed Start Date of Project	<i>Start date of Project</i>
Proposed End Date of Project	<i>End date of Project</i>
Duration of Project	<i>Duration of proposed Project, in months</i>
Project Cost	<i>Total Project cost, in dollars</i>
Proponent contribution	<i>Total amount of Proponent contribution in cash and in-kind</i>
Collaborator(s) and their Contribution (add rows if necessary)	<i>The Collaborator(s), and the amount of their contribution in cash and in-kind</i>
GeoConnections Contribution Funding	GeoConnections will contribute \$250,000 for each selected Project
Use of GeoConnections Funding	<i>The Proponent attests that the GeoConnections contribution budget, if approved, will be used only for eligible Project expenditures under GeoConnections terms and conditions</i> <i>The Proponent attests that the Proponent has sufficient cash flow and other financial capacity to carry out the proposed Project</i>
Other Federal Funding Source(s)	<i>Total amount of cash and in-kind funding from other federal departments</i>
Project Objectives	<i>Provide a brief and clear description of the Project Objectives, including:</i> <ul style="list-style-type: none"> • <i>How the proposed Project addresses one or more of the key objectives of the GeoConnections Program</i> • <i>How the proposed Project provides a new way to address specific pressing challenges of concern to Canadians such as climate change and its impact, emergencies of natural and other hazards, pandemics and public health, etc.</i>
Project Description	<i>Describe (2000 words or less), the proposed Project scope, including:</i> <ul style="list-style-type: none"> • <i>How the proposed Project will develop, make use of and/or integrate cutting-edge/emerging technologies such as Internet of Things, cloud computing, Big Data, AI, block chain, etc. into the CGDI to improve the value of CGDI data, services and applications</i> • <i>How the proposed Project plan will communicate and promote Project outputs within and beyond existing CGDI communities</i> • <i>How the proposed Project will improve geospatial data access and usability for non-experts and other non-traditional user groups</i> • <i>Which open standards and best practices the proposed Project will make use of and may potentially improve</i> • <i>What Open Source solution will be developed, and if applicable, how the proposed Project will promote its Open Source solutions to identified adopters</i>
Project Schedule	<i>Describe (500 words or less) the schedule, milestones and deliverables of the proposed Project</i>

APPENDIX 2: EXPRESSION OF INTEREST EVALUATION CRITERIA

Each **Expression of Interest** will be evaluated according to the evaluation criteria below. There are two (2) sections of evaluation criteria:

Mandatory Criteria – Proponents must pass all of the mandatory criteria in order for their Expression of Interest to be further evaluated.

Ranked Criteria – Proponents must provide responses for each ranked criteria. Proponents are encouraged to respond as completely as possible to receive the maximum number of points. **Proponents must record at least one (1) point in each ranked criterion in order for their Expression of Interest to be further evaluated.**

Please note:

1. **Only approved Proponents will be invited to write a full Project proposal.**
2. The Expression of Interest will be evaluated using only the information provided in the Expression of Interest. No information from other sources will be considered during the evaluation.

Mandatory Criteria (M)

<p>M1: Completeness of Application (Pass/Fail)</p> <ul style="list-style-type: none">• Is the Expression of Interest accompanied by a cover letter with Proponent's letterhead, dated and signed by an appropriate authority of the Proponent's organization?• Is all required content for the Expression of Interest provided per template within predefined page limit?• Does the Proponent attest that the Project GeoConnections contribution budget, if approved, will be used only for eligible Project expenditures under GeoConnections Contribution Agreement terms and conditions?• Does the Proponent attest that the Proponent has sufficient cash flow and other financial capacity to carry out the proposed Project?
<p>M2: Relevance to GeoConnections Objectives (Pass/Fail)</p> <p>Does the proposed Project address one or more of the key objectives of the GeoConnections Program?</p> <ul style="list-style-type: none">• Keep Canada at the leading edge of accessing, sharing and using geospatial information via the Internet;• Support the integration and use of geospatial data to support effective decision-making.
<p>M3: Eligibility of Recipient (Pass/Fail)</p> <p>Is the Proponent from one of the legal entities as listed in the GeoConnections Contribution Agreement Project Guidelines 2021-2022?</p>
<p>M4: Stacking Provisions (Pass/Fail)</p> <p>Does the proposed Project meet the stacking provisions of a maximum federal government assistance of 90% of Eligible Expenditures?</p>
<p>M5: GeoConnections Contribution (Pass/Fail)</p> <p>Is GeoConnections assistance to the proposed Project not more than 75% of total Project costs?</p>
<p>M6: Eligible Costs (Pass/Fail)</p> <p>Do all Eligible Expenditures and all Project Costs listed in the Proposal qualify as eligible as per the guidelines within this GeoConnections Contribution Agreement Project Guidelines 2021-2022?</p>
<p>M7: Maximum Amount Payable (Pass/Fail)</p> <p>Is the amount requested from GeoConnections for this specific Project at \$250,000 in FY2021-2022?</p>
<p>M8: Project Duration (Pass/Fail)</p> <p>Does the proposed Project respect the pre-defined Project timelines (commencing no earlier than July 1, 2021 and ending no later than March 31, 2022)?</p>

M9: Collaborator profile (Pass/Fail)

Does the Proponent identify at least two unaffiliated Collaborators*?

*To be eligible, Collaborators must not be related to, nor exercise control over, the Proponent, including with respect to shared management or ownership.

M10: Bring CGDI to pressing challenges

Does the Expression of Interest clearly provide a new way to address specific pressing challenges of concern to Canadians such as climate change and its impact, emergencies of natural and other hazards, pandemics and public health, etc.?

Ranked Criteria (R)

R1: Bring cutting-edge/emerging technologies into the CGDI (Max 3 points)

Does the proposed Project develop, make use of integrate and improve cutting-edge/emerging technologies such as Internet of Things, cloud computing, Big Data, AI, block chain, etc. into the CGDI to improve the value of CGDI and increase CGDI capabilities?

R2: Adoption (Max 3 points)

Does the proposed Project identify specific Project activities for the communication and promotion of Project outputs within existing CGDI communities and beyond CGDI communities?

R3: Bring the CGDI to new users including non-experts (i.e., analysts and decision-makers who are not geomatics professionals) and/or other non-traditional user groups (Max 3 points)

Does the proposed Project improve geospatial data access and usability for new users including non-experts and/or other non-traditional user groups and describe how these new users will be engaged during the proposed Project?

R4: Open Standards-based solutions (Max 3 points)

Does the proposed Project make significant use of open standards and best practices, and have potential to improve future standards-based solutions?

R5: Open Source (Max 3 points)

Does the proposed Project develop open source solutions and actively promote its solutions to potential adopters?

R6: Project Schedule (Max 2 points)

Does the proposed Project have a strong, well-defined Project schedule, milestones and deliverables?

PROTECTED once completed

Regular text identifies section headings and required text.

Text in italics denotes instructions. Replace with your text.

PROPOSAL COVER PAGE

Proponent to use this template to prepare Project Proposal

To include:

- *Project Name*
- *Organization Legal Name*
- *Date*
- *Proponent to insert title page on Proponent's Letterhead*
- *Proponent to sign on Proponent's Letterhead*

PROPONENT INFORMATION

PROPONENT ORGANIZATION NAME:	<i>Insert your organization's name here.</i>
TYPE OF LEGAL ENTITY	<i>Refer to page 3 to ensure you organization is one of the eligible legal entities</i>
PROPONENT ORGANIZATION DESCRIPTION	<i>Describe Proponent organization including its organization structure, years in operation, mandate and vision, current products and/or services, typical end users of products/services.</i>
PROPONENT PROJECT EXPERIENCE	<p><i>Describes the Proponent's organizational experience in successfully completing projects of similar scope.</i></p> <p><i>Describe Proponent's organizational experience in developing open source solutions.</i></p> <p><i>Describe Proponent's organizational experience in developing open standards based solutions.</i></p> <p><i>Describe Proponent's organizational experience in project management.</i></p>
FINANCIAL VIABILITY OF PROPONENT	<p><i>Describe your organization's financial viability.</i></p> <p><i>Reference your organization's recent annual financial statements (cash flow, profit/loss, shareholder's equity statements and balance sheet).</i></p> <p><i>The Proponent attests that the Proponent has sufficient cash flow and other financial capacity to carry the proposed Project.</i></p> <p><i>The Proponent attests that the Project GeoConnections contribution budget, if approved, will be used only for eligible Project expenditures under GeoConnections terms and conditions?</i></p>
PROJECT IMPACT ON PROPONENT (INCREMENTAL NEED AND VALUE)	<p><i>Describe the expected impact of the proposed Project on the Proponent.</i></p> <p><i>Provide a clear rationale on why this Project could not proceed without federal government funding.</i></p>
PROJECT MANAGER'S CONTACT INFORMATION	<i>Name of contact, job title.</i>
	<i>Full mailing address:</i>
	<i>Telephone number:</i>
	<i>Email address:</i>

PROJECT INFORMATION

PROJECT TITLE	<i>Insert your Project title.</i>
PROPOSED PROJECT START DATE	<i>Start date of Project</i>

PROPOSED PROJECT END DATE	<i>End date of Project</i>
PROPOSED PROJECT DURATION	<i>Duration of proposed Project, in months</i>
PROJECT COST	<i>Provide overall Project cost</i>
PROJECT GEOCONNECTIONS CONTRIBUTION	\$250,000
PROJECT OBJECTIVE	<i>Provide a concise description of the Project Objective</i>
PROJECT DESCRIPTION	<i>Provide a clear, brief description of the proposed Project including Project scope, cost, schedule, resources, quality and risks.</i>
PROJECT OUTPUTS AND INTENDED USERS	<i>Briefly describe proposed Project outputs and intended users</i>
RELEVANCE TO GEOCONNECTIONS OBJECTIVES	<p><i>Describe how the propose Project address the following objectives of the GeoConnections Program:</i></p> <ul style="list-style-type: none"> • <i>Keep Canada at the leading edge of accessing, sharing and using geospatial information over the Internet;</i> • <i>Support the integration and use of geospatial data to support effective decision-making.</i>
ADDRESS PRESSING ISSUES/CHALLENGES	<i>Describe clearly how the proposed Project brings the CGDI to address pressing social and economic issues facing Canada</i>

PROJECT TEAM

The Project Proposal must demonstrate that the Project Team has extensive experience and expertise relevant to all aspects of the Project's technical and management scope, and is clearly capable of bringing about successful completion of the Project. For each team member, please fill-in the table below and submit a concise resume.

NAME	
ORGANIZATION	
ROLE	
RESPONSIBILITIES	

KEY QUALIFICATIONS	
-------------------------------	--

COLLABORATOR ENGAGEMENT

Describe the Collaborators that will be involved in this Project and their relationship to your organization, past and present.*

** To be eligible, Collaborators must not be related to, nor exercise control over, the Proponent, including with respect to shared management or ownership.*

Explain how this Project will advance common objectives and goals.

Clearly identify and describe each Collaborator's role in the Project plan.

Letters of Collaboration must be provided by each organization that is contributing to the Project and be written on the organization's letterhead and signed by a senior officer (i.e., the person who has authority and responsibility for the allocation and commitment of the resources for this Proposal). The Letter of Collaboration must include:

- *The contact's name and title, full postal address, telephone numbers, email address, and the organization's website address.*
- *A description of the organization's role and specific tasks in the Project, common objectives and goals the Project will realize.*
- *A description of the commitment they will make to the Project in terms of cash and/or in-kind contributions. For in-kind contributions, describe what is being contributed and the dollar value for the contribution and specify if these amounts are secured or not secured as of the Proposal submission deadline date.*
- *A description of any existing business arrangements. Example: Shared Intellectual Property, multiple patents part of an integrated solution.*

Notes:

- *Natural Resources Canada and staff cannot provide in-kind contributions, or act as Collaborators in a Project proposed under this Announcement of Opportunities.*
- *Letters of Collaboration submitted after the Proposal deadline will not be evaluated.*

BRING CUTTING-EDGE/EMERGING TECHNOLOGIES INTO THE CGDI

Describe how the proposed Project will develop, make use of integrate, and/or improve cutting-edge/emerging technologies such as Internet of Things, cloud computing, Big Data, AI, block chain, etc. into the CGDI to improve the value of CGDI data, services and applications.

Describe Proponent's organizational experience in using/developing such cutting-edge/emerging technologies.

TECHNICAL FEASIBILITY

Provide a complete and comprehensive description of technical feasibility based on demonstrated use/performance and past experience.

PROJECT RESULT ADOPTION

Describe how the proposed Project plans to communicate and promote Project outputs within and beyond existing CGDI communities.

BRING THE CGDI TO NEW USERS INCLUDING NON-EXPERTS (I.E., ANALYSTS AND DECISION-MAKERS WHO ARE NOT GEOMATICS PROFESSIONALS) AND/OR OTHER NON-TRADITIONAL USER GROUPS

Describe how the proposed Project will improve geospatial data access and usability for non-expert and/or other non-traditional user groups.

OPEN STANDARDS-BASED SOLUTIONS

Describe which open standards and best practices the proposed Project will make use of and may potentially improve.

OPEN SOURCE CONTRIBUTION

Describe what Open Source solution will be developed, and if applicable, how the proposed Project will actively promote its Open Source solutions to identified adopters.

USAGE AND PRODUCTION AND/OR INCREASE ACCESSIBILITY OF OPEN DATA

Describe, if applicable, how the proposed Project will make use of open data, produce open data, and, if applicable, how the proposed Project will increase open data findability, discoverability and interoperability.

INTEGRATE GEOSPATIAL DATA AND NON-GEOSPATIAL DATA

Describe, if applicable, how the proposed Project will integrate geospatial data with non-geospatial data.

PROJECT MANAGEMENT OVERSIGHT

Provide a complete and comprehensive description of Proponent Project management oversight.

PROJECT MANAGEMENT PLAN

Provide a complete Project management plan with well-defined Project scope, schedule and cost management plan, SMART Key Performance Indicators, well defined milestones and deliverables, team management and internal communications plan, and procurement plan.

Refer to Project Key Performance Indicators, Summary Table of Milestones and Key Outputs, and Detailed Project Schedule Tables below.

SMART* KEY PERFORMANCE INDICATORS (KPIs)

OBJECTIVE	PERFORMANCE INDICATORS	MEASUREMENT CRITERIA
<i>Specify specific Project objective</i>	<i>Specify the key performance indicators against Project objectives.</i>	<i>Indicate performance measures the Proponent will report on and include targets and data sources as applicable.</i>
<i>Specify specific Project objectives (one entry per Project objective)</i>	<i>Specify the key performance indicators against Project objectives.</i>	<i>Indicate performance measures the Proponent will report on and include targets and data sources as applicable.</i>

***SMART: Specific, Measurable, Attainable, Relevant and Time-bound.**

SUMMARY TABLE OF MILESTONES AND KEY OUTPUTS

Complete the summary table below.

NUMBER	MILESTONE NAME	MILESTONE DESCRIPTION	KEY OUTPUTS
1	<i>Milestone Name (enter date)</i>	<i>Describe milestone briefly</i>	<i>Only key outputs that correspond to milestones should be included here.</i>
2	<i>Milestone Name (enter date)</i>	<i>Describe milestone briefly</i>	<i>Only key outputs that correspond to milestones should be included here.</i>

DETAILED PROJECT SCHEDULE TABLE

Complete the Project Implementation Plan Table below. At minimum you must include:

- Well-defined milestones and associated tasks. Outputs as well as requests for payments are to be linked to these milestones and tasks. The payment amounts for each milestone must be specified.
- Calendar-based schedule. The schedule of work is left to the discretion of the Project Proponent.

WBSE	Task & work breakdown	Duration (Days)	Organization Name	Team Member Name	Days Effort/ Person	Daily Rate	Key Outputs	Start Date	End Date	Eligible Expenditures Requested from Program	Total Project Cost
1.	Milestone 1 e.g. Initiation Phase	58			80			Apr. 1, 2020			\$100,000
1.1	Project kick-off meeting	1	Proponent Subcontractor	F. White T. Green	2 1						\$1,900
1.2	Task A	7	Collaborator A Subcontractor	J. Brown T. Green	3 1						\$2,275
1.3	Users' needs	4	Subcontractor	T. Green	10						\$10,000
1.4	Examine existing standards	4	Subcontractor	T. Green	10				Jan 31 2019	\$5,000	\$1,400
2.	Milestone 2 e.g. R&D Phase	80			33			May 1, 2020			\$150,000
2.1	Task B	10	Collaborator B	T. Blanc	5						\$3,000
2.2	Task C	10	Collaborator B	T. Blanc	10						\$6,000
2.3	Task D								June 20, 2020	\$14,000	
									Total	\$250,000	\$400,000
										A. Total Eligible Expenditures requested from Program	B. Total Project Cost

PROJECT COSTS AND BUDGET

GEOCONNECTIONS CONTRIBUTION TOWARDS ELIGIBLE EXPENDITURES	2021-2022
<i>Labour (i.e. salaries, professional fees, temporary personnel costs) to carry out the Project, plus employee benefits – max 20% of Project labour costs)</i>	\$0
<i>Subcontract for services (up to 40 percent of total Eligible Expenditures)</i>	\$0
<i>Communications, audio-visual equipment and facilities rentals</i>	\$0
<i>Administration of the Project, including: translation, printing and binding, promotion of workshops and publication of Project report</i>	\$0
<i>Travel to conduct the Project</i>	\$0
<i>GST, PST and HST related to other Eligible Expenditures</i>	\$0
A. TOTAL GEOCONNECTIONS CONTRIBUTION TOWARDS ELIGIBLE EXPENDITURES	\$0

OTHER CONTRIBUTIONS TOWARDS ELIGIBLE EXPENDITURES (CASH & IN-KIND COSTS*)	2021-2022
<i>Proponent in-kind contribution</i>	\$0
<i>Proponent cash</i>	\$0
<i>Collaborator in-kind contribution</i>	\$0
<i>Collaborator cash (excluding other federal funding)</i>	\$0
<i>Other federal funding</i>	\$0
B. TOTAL OTHER CONTRIBUTIONS TOWARDS ELIGIBLE EXPENDITURES	\$0

* These cash and in-kind contributions will not be reimbursed through GeoConnections funding.

PROJECT BUDGET 2021-2022

A. TOTAL GEOCONNECTIONS CONTRIBUTION TOWARDS ELIGIBLE EXPENDITURES	\$0
B. TOTAL OTHER CONTRIBUTIONS TOWARDS ELIGIBLE EXPENDITURES	\$0
C. TOTAL PROJECT COSTS (A+B)	\$0

LABOUR (SALARIES AND BENEFITS)

TEAM MEMBER	ORGANIZATION	SALARY PER DAY*	HOURS PER DAY	PERCENTAGE OF SALARY THAT IS FOR BENEFITS (%)
<i>Member's name</i>	<i>The Proponent</i>			
<i>Member's name</i>	<i>The Proponent</i>			
<i>Member's name</i>	<i>The Proponent</i>			

* Only the real salary rates are authorized as Eligible Expenditures plus employee benefits – max 20 percent of Project labour costs.

PERCENTAGE OF CASH AND IN-KIND CONTRIBUTIONS TO TOTAL PROJECT COSTS

SOURCE OF CONTRIBUTIONS	CASH (\$)	CASH (%)	IN-KIND (\$)	IN-KIND (%)	TOTAL (\$)	TOTAL PERCENTAGE (%)
GeoConnections	250,000		N/A	N/A	250,000	
The Proponent						
Collaborator A						
Collaborator B						
TOTAL						100%

PERCENTAGE OF CASH AND IN-KIND CONTRIBUTIONS TO TOTAL PROJECT COSTS EXAMPLE

SOURCE OF CONTRIBUTIONS	CASH (\$)	CASH (%)	IN-KIND (\$)	IN-KIND (%)	TOTAL (\$)	TOTAL PERCENTAGE (%)
GeoConnections	250,000	40	N/A	N/A	250,000	40
The Proponent	100,000	40	25,000	10	125,000	50
Collaborator A	0	0	12,500	5	12,500	5
Collaborator B	12,500	5	0	0	12,500	5
TOTAL	\$362,500	85%	\$37,500	15%	\$ 400,000	100%

PROJECT RISK MANAGEMENT PLAN

Provide a complete and comprehensive Project risk management plan that identifies potential risks in Project scope, schedule, cost, resources, users engagement and communications; and, identifies a comprehensive and actionable Project risk management strategy .

ADDITIONAL PROJECT DETAILS

Please provide any additional relevant Project details (optional).

COMPLIANCE STATEMENTS

By signing this Project Proposal, I am attesting that for this Project my organization (please check the boxes):

- will comply with the Official Languages Requirement;
- will comply with the Conflict of Interest and Post-employment Code for Public Office Holders; and
- confirms that no member of the House of Commons or Senate will be admitted to any share or part of this proposed activity or to any benefit arising therefrom

LIST OF PROPOSAL ATTACHMENTS

- Letters of Collaboration A, B, etc.
- Proponent's Organization Financial Report
- M-30 form to be completed for Quebec Projects if relevant
- Project team resumes (Protected once completed)

AUTHORIZATIONS

<<Name>>
Senior officer of the Proponent's organization
<<Position>>,
<<Organization>>

Date

<<Name>>
Proponent's Project Manager
<<Position>>,
<<Organization>>

Date

Definitions

Agreement - a written agreement or documentation constituting an agreement between the Government of Canada and Proponent setting out the obligations or understanding of both.

Cash Contribution - expenses for the direct costs of activities that are directly related to achieving the objectives for which the Program Contribution would be awarded. It means the form of dollar amount for which cash is exchanged and that is essential to the Project and that would be used by the Project Proponent to fund its Project activities.

Daily Rate - is the individuals' daily rate. This includes employee benefits up to a maximum of 20 percent of labour cost. An explanation on how the daily rate was calculated must be provided by the Proponent. A typical way to calculate labour (labour-rate formula) is: reasonable annual salary, plus reasonable benefits, divided by 260.88 billable days in a year. In the case of government personnel, official government rate or rates according to classification level must be used.

Days Effort/Person – indicates the level of work effort in days for each team member.

Delivery Date – indicates the date for delivery of the final task of a particular milestone.

Duration (Days) – is the total length of time in working days that the activity will take.

Eligible Expenditures - expenditures incurred by the Proponent, as set out in Eligible Expenditures Table, within the Eligible Expenditure period.

Eligible Expenditures Period - the period starting when the Agreement is signed to March 31, 2022.

Fiscal Year - the period beginning on April 1st of any year and ending on March 31st in the next year.

Incurred means, in relation to an Eligible Expenditure, that goods have been received by, and/or services have been rendered to, the Proponent.

Incurred and Paid means, in relation to an Eligible Expenditure, which the Proponent has paid for the said Eligible Expenditure.

In-kind Contribution - a cash equivalent contribution in the form of a dollar amount for which no cash is exchanged but that is essential to the Project and that would have to be purchased by the Project Proponent on the open market, or through negotiation with the provider, if it were not provided by the Project Proponent.

Key Outputs – indicates key outputs to be delivered at the milestone.

Organization Name – indicates the name of the organization (Proponent, Collaborator, and Subcontractor) responsible for the task.

Program - a group of related activities that are designed and managed to meet a specific public need and are often treated as a budgetary unit.

Program Contribution - a transfer payment subject to performance conditions specified in a Contribution Agreement. A Contribution is to be accounted for and is subject to audit.

Project - the Project described in the Proposal.

Proposal - a written Proposal completed and signed by the Proponent.

Proponent - an individual or entity that has been authorized to receive a transfer payment.

Proponent audit - an independent assessment to provide assurance on a Proponent's compliance with a funding Agreement. The scope of a Proponent audit may address any or all financial and non-financial aspects of the funding Agreement.

Start Date – indicates the date at which the first activity begins.

Subcontractors means external services to the Proponent organization to be acquired. These services shall be set out in the Proposal. The amount eligible from a Subcontractor or a consultant shall be the actual contract amount.

Work Breakdown Structure – name each task, sub-task and milestone. As a guideline, it is advisable to provide a breakdown/detail on any sub-task with a total effort of more than 20 working days. Use the previous Summary Milestone & Key Output Table to provide a more detailed description of key milestones.

Team Members Name – identifies the actual personnel assigned to carry out the described task. Note: Natural Resources Canada and staff cannot provide in-kind contributions, or act as Collaborators in a Project proposed under this Announcement of Opportunities.

Total Project Costs means the Contribution received from GeoConnections and all other verifiable Cash or In-kind Contributions either received or contributed by the Proponent and Collaborators and directly attributable to the Project.

WBSE – identifies a number for each task, sub-task and milestones.

PROPOSAL ATTACHMENT: FORM TO BE COMPLETED FOR QUEBEC PROJECTS

An Act respecting the Ministère du Conseil exécutif, R.S.Q., c. M-30.

Under sections 3.11 and 3.12 of the Act respecting the Ministère du Conseil exécutif, R.S.Q., c. M-30 (hereinafter referred to as Act) certain entities, as defined by the Act, such as municipal bodies, school bodies or public agencies, must obtain authorization, as indicated by the Act, before signing any Agreement with the Government of Canada, its departments or agencies, or a federal public agency.

Consequently, any entity that is subject to the Act is responsible for obtaining such authorization before signing any Agreement with the Government of Canada. The form must be completed and included with Proposals from Quebec. If you answer “yes” to one of the three questions, you must, on behalf of your organization, take the necessary measures to obtain the proper authorization from the Government of Quebec before obtaining funding from the Government of Canada.

If you answer “no” to all three questions on the form, your organization is not subject to the provisions of Chapter M-30 and the Proposal evaluation process can move forward.

QUEBEC PROJECTS FORM

An Act respecting the Ministère du Conseil exécutif, R.S.Q., c. M-30.

Bill M-30 pertains to any Project Proponents that receive funding from the government of Quebec. This form must be completed by the person representing the organization. It must be used for funding Proposals pertaining to the Government of Canada’s programs and initiatives. Please review the relevant provisions of the Act, complete and sign this form, and return it to the Project Authority.

Project Title:

Legal Name of Entity (Organization):

Program:

1. Under section 3.11, is the Proponent (proposed payee) a municipal body or school body (defined below) within the meaning of 3.6.2 of the Act?
Yes ___ No ___
2. Under section 3.12, is the Proponent (proposed payee) a public agency within the meaning of section 3.6.2 of the Act?
Yes ___ No ___
3. If an Agreement is signed between Proponent and the Government of Canada, will the Agreement affect a government agency, municipal body, school body or public agency within the meaning of the Act?
Yes ___ No ___

If you answered “No” to all three questions, please sign this form and attach it to your Proposal along with any relevant supporting documents.

If you answered “Yes” to any question, you must do the following:

- Contact (as soon as possible) the Project Authority in charge of your Project for advice on how to proceed.
- Obtain and provide a copy of the authorization from the Quebec government or the Minister of Canadian Intergovernmental Affairs (as the case may be) to the GeoConnections Project Authority before signing the Contribution Agreement.

I, Name and Title of representative, certify that I have read and understood all the information above, and that the information I have supplied is accurate.

Signature of representative:

Date:

APPENDIX 4: PROJECT PROPOSAL EVALUATION CRITERIA

Each Proposal will be evaluated according to the evaluation criteria below. There are three (3) sections of evaluation criteria:

Mandatory Criteria – Proponents must pass all of the mandatory criteria in order for their Proposal to be accepted for further evaluation.

Ranked Criteria – Proponents must provide responses for each ranked criteria. Proponents are encouraged to respond as completely as possible to receive the maximum number of points. **Proponents must record at least one (1) point in each ranked criterion in order for their proposal to be accepted for further evaluation.**

Asset criteria – Proponents may be awarded additional points if they satisfy any of the asset criterion.

Mandatory Criteria (M)

<p>M1: Completeness of Application. Proposals need to satisfy each of the following requirements (Pass/Fail)</p> <ul style="list-style-type: none">• Does the Proposal submission include a cover letter on the Proponent's letterhead, dated and signed by an authorized senior officer of the Proponent's organization?• Is the Proposal complete and does it follow the provided template?• Are compliance statements provided with the Proposal? The Proponent must provide their statements (below) that they agree:<ul style="list-style-type: none">○ to comply with the Official Languages Act;○ to comply with the Conflict of Interest and Post-employment Code for Public Office Holders; and○ to confirm that no member of the House of Commons or Senate will be admitted to any share or part of this proposed activity or to any benefit arising therefrom.• Is the Proponent's organization financial report provided with the Proposal?• Does the Proponent attest that the Project GeoConnections contribution budget, if approved, will be used only for eligible Project expenditures under GeoConnections terms and conditions?• Does the Proponent attest that the Proponent has sufficient cash flow and other financial capacity to carry out the proposed Project?
<p>M2: GeoConnections Contribution (Pass/Fail)</p> <p>Is GeoConnections assistance to the proposed Project not more than 75% of total Project costs?</p>
<p>M3: Eligible Expenditure and Costs (Pass/Fail)</p> <p>Does the Proponent attest that the Project GeoConnections contribution budget, if approved, will be used only for eligible Project expenditures under GeoConnections Contribution Agreement terms and conditions?</p>
<p>M4: Maximum Amount Payable (Pass/Fail)</p> <p>Is the amount requested from GeoConnections for this specific Project at \$250,000 in FY2021-2022?</p>
<p>M5: Stacking Provisions (Pass/Fail)</p> <p>Does the proposed Project meet the stacking provisions of a maximum federal government assistance of 90% of Eligible Expenditures?</p>
<p>M6: Project Duration (Pass/Fail)</p> <p>Does the proposed Project respect the pre-defined Project timelines (commencing no earlier than July 1, 2021 and ending no later than March 31, 2022)?</p>

<p>M7: Collaborator profile (Pass/Fail)</p> <p>Does the Proponent identify at least two unaffiliated Collaborators*? Is a Letter of Collaboration from each Collaborator provided with the Project Proposal?</p> <p>*To be eligible, Collaborators must not be related to, nor exercise control over, the Proponent, including with respect to shared management or ownership.</p>
<p>M8: Incremental Need and Value (Pass/Fail)</p> <p>Does the Proponent provide a clear rationale on why they could not proceed without federal government funding?</p>

Ranked Criteria (R)

Proponents must answer all ranked criteria. Answer as fully and completely as possible.

<p>R1: Bring cutting-edge/emerging technologies into the CGDI (Max points: 3)</p> <p>Does the proposed Project develop, make use of and/or integrate cutting-edge/emerging technologies such as Internet of Things, cloud computing, Big Data, AI, block chain, etc. into the CGDI to improve the value of CGDI?</p>
<p>R2: Adoption (Max points: 3)</p> <p>Does the proposed Project identify Project activities for the communication and promotion of Project outputs beyond CGDI communities?</p>
<p>R3: Bring the CGDI to new users including non-experts (i.e., analysts and decision-makers who are not geomatics professionals) and/or other non-traditional user groups (Max points: 3)</p> <p>Does the proposed Project improve geospatial data access and usability for new users including non-experts and/or other non-traditional user groups?</p>
<p>R4: Open Standards-based solutions (Max points: 3)</p> <p>Does the proposed Project make significant use of open standards and best practices, and have potential to improve future standards-based solutions?</p>
<p>R5: Open Source (Max points: 3)</p> <p>Does the proposed Project develop open source solutions and promote its solutions to potential adopters?</p>
<p>R6: Collaborator Engagement (Max points: 3)</p> <p>Does the Project Proposal identify and show Project engagement of unaffiliated Collaborators and include cash and in-kind contributions to the Project?</p>
<p>R7: Technical Feasibility (Max points: 3)</p> <p>Is the proposed Project technically feasible based on demonstrated use/performance (including in other domains) and past experience (pilot projects, demonstrations, etc.)? Does the Project Proposal provide a clear discussion assessment of risks associated with technology feasibility and risk mitigation?</p>
<p>R8: Cash Leverage (Max points: 3)</p> <p>What is the cash leverage based on the following calculation:</p> $\% = \frac{\text{Proponent's cash contribution} + \text{Collaborators' cash contribution}}{\text{Total Project cash budget}}$

<p>R9: Proponent Project Experience (Max points: 3)</p> <p>Does the Project Proposal describe Proponent's organizational experience in successfully completing projects of similar scope?</p>
<p>R10: Project Team and Resources (Max points: 3)</p> <p>Do the team qualifications show extensive experience and expertise relevant to all aspects of the Project's technical and management scope, and that the team is clearly capable of successfully completing the Project?</p>
<p>R11: Project Management Oversight (Max points: 4)</p> <p>Does the Project Proposal describe the Proponent Project management oversight mechanisms including an assigned Project manager?</p>
<p>R12: Project Management Plan (Max points: 6)</p> <p>Does the Project Proposal include a complete Project management plan with well-defined Project scope, schedule and cost management plan, SMART Key Performance Indicators, well defined milestones and deliverables, team management and internal communication plan, and procurement plan?</p>
<p>R13: Project Risk Management (Max points: 6)</p> <p>Does the Project Proposal contain a complete Project risk management plan that identifies potential risks in Project scope, schedule, cost, resources, users engagement and communications; and, identifies a comprehensive and actionable Project risk management strategy?</p>
<p>R14: Financial Viability of Proponent (Max points: 2)</p> <p>Does the Project Proposal provide a financial report?</p>

Asset Criteria (A)

<p>A1: Use, Produce and/or Increase Accessibility of Open Data (Max points: 2)</p> <p>Does the Project Proposal describe how the proposed Project make use of, produce open data, and/or increase open data findability, discoverability and interoperability?</p>
<p>A2: Integration of Non-geospatial Data (Max point: 2)</p> <p>Does the Project Proposal describe how the proposed Project support the Integration of geospatial and non-geospatial data?</p>