CIT

Technology Access Program (TAP)

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Program Information and Eligibility Requirements

Program Overview and Objectives

The Technology Access Program provides Ontario SMEs with no cost access to the CIT Technology Development Sites (TDSs) to support the development and commercialization of Ontario made products and services that integrate/adopt Critical Technologies (5G and advanced networks, AI, blockchain, robotics, quantum, cybersecurity) related to four key sectors: Advanced Manufacturing, Agri-Food, Construction and Mining. At these sites SMEs can develop, test, validate and showcase their products and services, helping disruptive innovations hit the market faster.

The Technology Access Program (TAP) Program is part of the Critical Industrial Technologies Initiative (CIT) delivered by OCI (Ontario Centre of Innovation) on behalf of the Ontario Ministry of Economic Development, Job Creation and Trade.

<table>
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<tr>
<th>Benefits to the Applicant</th>
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<tr>
<td>• Accelerate adoption and integration of new commercialized Critical Industrial Technologies, through access to sector/Critical Technology facilities and capabilities</td>
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<tr>
<td>• Modernize and enhance the competitiveness of your products and services</td>
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<td>• Release products to the market faster and reach the right customers</td>
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<td>• Access to the latest knowledge, expertise and training</td>
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<td>• Referrals, exposures, and connection to CIT partners and potential customers in the ecosystem</td>
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<tr>
<td>• Opportunity to showcase your product/service and gain increased market exposure</td>
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<td>• Third –party validation and support</td>
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<td>• Increase productivity, revenue, and jobs</td>
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<tr>
<th>CIT Contribution</th>
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<tr>
<td>No cost access to CIT Technology Development Sites.</td>
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<td>No funds will flow to the SME.</td>
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<th>Matching Requirement</th>
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Eligibility Requirements

Applicant

- A small- and medium-sized enterprise (SME) with fewer than 500 global full-time employees.
- Must have registered operations (R&D, manufacturing, product management, etc.) in Ontario and a valid CRA business number.
- Has the intent and potential to apply, exploit and/or commercialize the results of the project for the economic benefit of Ontario.
- Has the necessary expertise and resources to put the project into effect within an appropriate time frame.
- In good financial and reporting standing with OCI.
- Adoption of critical technologies is part of their long-term product roadmap.

Project

- Projects must support Critical Technology (5G and Advanced networks, AI, blockchain, robotics, cybersecurity and quantum) integration, adoption, demonstration, prototyping, testing and/or showcasing by the SME.
- Projects must involve the utilization of at least one of the Technology Development Sites for a minimum of 2 hours per test bed. If applicable to the project a SME can leverage multiple sites.
- Projects should result in the development or advancement of a new solution/product/service with strong commercial opportunity in one or more of the four CIT Key Sectors.
- Project activities are carried out in Ontario.
- Projects must be a maximum of 6 month in duration.
- Solution MUST already have all necessary certifications, if required, for a project to be executed.
- Intellectual Property (IP) arising from the project will be managed by the Applicant, OCI does not claim or manage IP rights.

**Note:** Technology Development Sites and offerings are subject to change. For the latest information and updates please contact your BDM (Business Development Manager) or Sector Manager and/or refer to the CIT webpage.
How to Apply

Program Status: Open for applications (accepted on a rolling basis)

Application Process and Timelines

1. Applications MUST be initiated in AccessOCI by a OCI Business Development Manager (BDM) or CIT Sector Manager (SM).

Companies that wish to be connected with an OCI Business Development Manager or Sector Manager should submit an OCI Company Intake Form.

Please note completion of this form does not constitute an application for the TAP Program. A BDM/SM will contact you within two business days to discuss the opportunity. If you are already working with a BDM/SM, please indicate this in the form.

2. Once the BDM/SM confirms that the opportunity is suitable for the program, the Applicant will receive login information to OCI’s online application system, AccessOCI, to begin completing the application.

3. Complete the online application form and upload the required supporting documents as outlined in the application.

4. Request your BDM to provide an endorsement of the application. The endorsement must be requested at least one week prior to submission. Once the endorsement is provided, a submission button will become visible, and the applicant or BD will then be able to submit the application.

5. All submitted applications will undergo an initial internal review for eligibility, completeness, and financial compliance. A list of any deficiencies will be sent to the applicant for revision.

6. When the application is endorsed as eligible and complete by OCI’s internal team, the application will be reviewed by the CIT Review Committee.

7. Successful Applicants will be notified by OCI and provided an outline of conditions and additional information necessary to access the TDS. Applicants who are not selected will be notified by OCI. Feedback on the decision can be provided by their BD.
Reference Documents

- Proposal Questions - (Note: this sample application template is for informational purposes only. Applications are only accepted through OCI’s online system where full application requirements are listed).

Assessment Process and Criteria

The Technology Access program is a discretionary, non-entitlement program with limited funding. All eligible projects are assessed on their merit and undergo a review process against program objectives and assessment criteria.

Applications are internally reviewed for eligibility, completeness, and financial compliance, prior to evaluation by the CIT review committee. All reviewers are bound by Non-Disclosure Agreements (NDAs).

Evaluation Criteria

Applications will be evaluated against assessment criteria including, but not limited to:

- The incremental role and benefit of the CIT test site(s) and expertise will play in the SMEs proposed project.
- Clarity of the company challenge, significance of the opportunity, and expected economic benefit to the company and Ontario (e.g., new revenues, job creation/retention, productivity improvements).
- Demonstrated applicability and benefit of one or more Critical Technologies leading to novel, newly adapted or adopted processes, products, and/or services.
- Clarity of the role Critical Technologies will play in the SME’s long-term roadmap and development across one or more of the Key Sectors.
- Overall quality and completeness of the application.
Project Activation and Reporting

Project Activation

Once approved the Applicant will receive notification from OCI and the project will be activated. Contact and onboarding details for the selected TDS(s) will be included in the notification email. After which the Applicant should connect and work directly with the TDS to schedule timing of TDS access timing and to complete any required onboarding documentation.

Project Reporting

Reporting instructions and templates will be sent to successful parties at the time of reporting.

The following project reports will be required.

Final Report

A final report, including project outcomes and metrics will be required. Forty-five (45) days prior to the scheduled completion date, the Applicant will receive an email notification of the project end date from the AccessOCI system, with a link to the Final Project Report, should the Applicant wish to begin entering data.

- Applicants can request early reporting by emailing the Program Manager.
- On the scheduled project completion date, the Applicant will receive another notification and a link to complete a Final Project Report in the AccessOCI system.
- Applicants must submit their Final Reports within 30 days of project completion.
- If an extension to complete the project is required, the Applicant must request it prior to the scheduled project completion date, using the Project Administration tab in their AccessOCI project file. OCI must approve all extensions in advance. If approved, a maximum extension of three months will be allowable.

Retrospective Survey

At one, two, and three years after project completion, the project partner will be sent a link to complete a retrospective survey to collect data on commercial outcomes from the project. This information is required by OCI for assessment of program impact and continuous improvement.

Project Changes

If required, Applicants MUST request project extensions, milestone variances, and/or variances to the project partners, scope of work using the Project Change Request form in the Project Administration tab.
in their AccessOCI project file. Such requests must be made at the earliest possible opportunity and approved before any planned changes are implemented.

Contacts

For further questions regarding program guidelines, eligibility, and submitting the online application, please contact your [OCI Business Development Manager or CIT Sector Manager].

For other inquiries, please contact:

CIT Program Manager: Stephanie Sim
Email: ssim@oc-innovation.ca