



Quebec Cybersecurity Innovation Program

A strategic program to mobilize innovation partnerships in the cybersecurity industry

QCIP project application form

General guidelines:

- Please complete all fields in the form (except for projects with no additional partners; in such cases, simply skip the section on partner information).
- For projects with more than two partners, please add a sheet for each additional partner, providing all required information.
- Ensure that the amount you are requesting from Prompt (page 6) matches the eligible expense total from Section 8.
- You must provide all of the documentation mentioned in the checklist in Section 9 for your application to be assessed by the program's Selection Committee.
- Note that the form must be signed by authorized representatives of your company as well as by each of the partners in the project.
- Please submit your grant request and all accompanying documentation at the following email address: projetsPICQ@promptinnov.com.

Important:

- Information provided in this form concerns only the period of time for which Quebec Cybersecurity Innovation Program funding is requested.

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All fields must be filled in.

1. General project information

1.1 PROJECT DETAILS

Project title **English**

French

Project type	<input type="checkbox"/> R&D for new product, service, solution, process <input type="checkbox"/> Prototyping <input type="checkbox"/> Commercialization <input type="checkbox"/> Other (Specify: _____)	
Industry	<input type="checkbox"/> Aerospace <input type="checkbox"/> Government <input type="checkbox"/> Smart transportation <input type="checkbox"/> Industry 4.0 <input type="checkbox"/> Critical infrastructure <input type="checkbox"/> Telecommunications <input type="checkbox"/> Defense and security	<input type="checkbox"/> Banking and financial services, fintech <input type="checkbox"/> Healthcare <input type="checkbox"/> SMBs and not-for-profits <input type="checkbox"/> Municipalities and local government <input type="checkbox"/> Education and research <input type="checkbox"/> Other (Specify : _____)
Economic development type	<input type="checkbox"/> Collaborative demonstration of new technology platforms <input type="checkbox"/> Product or process development <input type="checkbox"/> Commercialization	<input type="checkbox"/> Supply chain integration <input type="checkbox"/> Access to specialized infrastructure or next-gen equipment <input type="checkbox"/> Other (Specify: _____)

Project start date

Project end date

Partner¹ #1: Authorized representative, project lead

Name

Title

Phone

Email

¹ As per our legal agreement with the Quebec government, "partner" is defined as a private for-profit enterprise that has been active in Quebec for at least one year and is applying for a QCIP contribution.

Company name

Complete mailing address

Quebec enterprise number (NEQ) :
(Social insurance number if you are an individual)

Number of years in operation:

Organization size	<input type="checkbox"/> More than 500 employees <input type="checkbox"/> 250 to 499 employees <input type="checkbox"/> 50 to 249 employees <input type="checkbox"/> 5 to 49 employees <input type="checkbox"/> Startup with fewer than 5 employees
Cybersecurity sector	<input type="checkbox"/> Security and risk management <input type="checkbox"/> Asset security <input type="checkbox"/> Security architecture and engineering <input type="checkbox"/> Communications and network security <input type="checkbox"/> Identity and access management <input type="checkbox"/> Security assessment and testing <input type="checkbox"/> Security operations <input type="checkbox"/> Software development security <input type="checkbox"/> Privacy and personal data protection

Partner #1: Technical contact

Name	Title
Phone	Email

Partner #1: Finance contact

Name	Title
Phone	Email

Partner² #2: Authorized representative, project lead

Name **Title**

Phone **Email**

Company name

Full mailing address

Quebec enterprise number (NEQ) :
(Social insurance number if you are an individual)

Number of years in operation:

Organization size	<input type="checkbox"/> More than 500 employees <input type="checkbox"/> 250 to 499 employees <input type="checkbox"/> 50 to 249 employees <input type="checkbox"/> 5 to 49 employees <input type="checkbox"/> Startup with fewer than 5 employees
Cybersecurity sector	<input type="checkbox"/> Security and risk management <input type="checkbox"/> Asset security <input type="checkbox"/> Security architecture and engineering <input type="checkbox"/> Communications and network security <input type="checkbox"/> Identity and access management <input type="checkbox"/> Security assessment and testing <input type="checkbox"/> Security operations <input type="checkbox"/> Software development security <input type="checkbox"/> Privacy and personal data protection

Project value (\$)
(Must match total budget breakdown in Section 8)

1.2 PROJECT SUMMARY

French (required)

ENGLISH (REQUIRED)

1.3 DESCRIPTION OF ACTIVITIES FINANCED BY THE QUEBEC CYBERSECURITY INNOVATION PROGRAM

Provide details on research areas, activities, deliverables, partner contributions and resource allocation.

2. Advancing innovation (30 points)

2.1 R&D INVESTMENT² (10 POINTS)

EVALUATION CRITERION	<10%	>10%	>15%	>25%	>50%
Proportion of R&D expenses vs. total project budget	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

R&D budget breakdown by expense type

Expense	Amount
Student bursaries	
Research and development contracts	
Consumables Consumable products, supplies, material	
Salaries, wages and benefits	
Other expenses <ul style="list-style-type: none"> - IP licensing costs - Software license costs - Travel costs - Other (specify) : _____ 	
Equipment lease or purchase	
Total : R&D expenses	

² (Page available in French only) GOUVERNEMENT DU QUÉBEC, Agence de revenu du Québec. (2019, 21 mai). Crédit d'impôt relatif aux salaires R-D – (Code 2) Repéré au

www.revenuquebec.ca/fr/entreprises/impots/impot-des-societes/credits-dimpot-des-societes/credits-auxquels-une-societe-peut-avoir-droit/recherche-scientifique-et-developpement-experimental/credit-dimpot-relatif-aux-salaires-r-d/

R&D investment breakdown by activity

Description of activity	Objective or goal	Partners	R&D budget (planned) (in \$)

2.3 INNOVATIONS RESULTING FROM THE PROJECT (10 POINTS)

EVALUATION CRITERIA		
Within this project, will your organization or a Quebec-based supplier <u>incorporate one or more components</u> of a new product/service/solution/process?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Will the project enable your organization or a Quebec-based supplier to <u>create one or more components</u> of a new product/service/solution/process?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Will the project enable your organization or a Quebec-based supplier to <u>create nearly all components</u> needed for a new product/service/solution/process?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Will the project result in a platform or baseline to continuously create new products/services/solutions/processes?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Will the product introduce an innovation that will substantially replace an older product/service/solution/process?	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Provide more information to enable us to evaluate project value (particularly economic and scientific) and relevance of the innovation enabled by the project. How will current and future capabilities differ? What is the degree of innovation? What is the innovation?

Type	Number	Number of sub-products and sub-solutions, or of complementary products or underlying solutions	Description of what will be developed
New solutions			
New products			
New processes			
New services			
Other notable innovations			

Other relevant information that will enable us to evaluate the project's degree of innovation:

2.4 INVOLVEMENT WITH ACADEMIA OR PUBLIC RESEARCH (10 POINTS)

CRITERIA		
Part of the project will be carried out in collaboration with graduate students and/or public-sector researchers.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
A contract for R&D work will be signed with a CCTT, a public research centre or a Quebec university: If yes, what will be the value of the contract, to the best of your knowledge : _____ \$ <ul style="list-style-type: none"> • Percentage of total value of these contracts vs total project budget: _____ % 	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Will academic or not-for-profit collaboration be established to support a startup?	<input type="checkbox"/> YES	<input type="checkbox"/> NO

2.4.1. DESCRIPTION: ACADEMIC OR PUBLIC RESEARCH COLLABORATOR #1

Name of organization

Quebec enterprise number (NEQ):

Organization type	<input type="checkbox"/> University <input type="checkbox"/> Public research centre <input type="checkbox"/> <i>Centre Collégial de Transfert Technologique (CCTT) / College Centre for the Transfer of Technologies</i> <input type="checkbox"/> Accelerator, incubator or related organization affiliated with a university <input type="checkbox"/> Other (Specify: _____)
Cybersecurity sector	<input type="checkbox"/> Security and risk management <input type="checkbox"/> Asset security <input type="checkbox"/> Security architecture and engineering <input type="checkbox"/> Communications and network security <input type="checkbox"/> Identity and access management <input type="checkbox"/> Security assessment and testing <input type="checkbox"/> Security operations <input type="checkbox"/> Software development security <input type="checkbox"/> Privacy and personal data protection

Description of the collaboration with the project partner or partners	
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2.4.2. DESCRIPTION: ACADEMIC OR PUBLIC RESEARCH COLLABORATOR #2

Name of organization

Quebec enterprise number (NEQ) :

Organization type	<input type="checkbox"/> University <input type="checkbox"/> Public research centre <input type="checkbox"/> <i>Centre Collégial de Transfert Technologique (CCTT) / College Centre for the Transfer of Technologies</i> <input type="checkbox"/> Accelerator, incubator or related organization affiliated with a university <input type="checkbox"/> Other (Specify: _____)
Cybersecurity sector	<input type="checkbox"/> Security and risk management <input type="checkbox"/> Asset security <input type="checkbox"/> Security architecture and engineering <input type="checkbox"/> Communications and network security <input type="checkbox"/> Identity and access management <input type="checkbox"/> Security assessment and testing <input type="checkbox"/> Security operations <input type="checkbox"/> Software development security <input type="checkbox"/> Privacy and personal data protection

<p>Description of the collaboration with the project partner or partners</p>	
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Do you expect to hire university students to collaborate on the project? If yes, explain their roles and assignments.

3. Impact on economic development in Quebec (35 points)

3.1 NUMBER OF JOBS CREATED OVER THE PROJECT TERM (15 POINTS)

When calculating jobs, use this definition: the number of full-time equivalents (FTEs) over the project term; a single FTE is annual. For instance, a job created within the project for 3 years represents 3 FTEs.

QCIP project partners:

Types of employment	Indirectly linked to project	Directly linked to project R&D activities	Directly linked to project operational and integration activities
Full-time created through project execution			
Full-time maintained during project			
Part-time created through project execution			
Part-time maintained during project			

Other collaborators:

Types of employment	Indirectly linked to project	Directly linked to project R&D activities	Directly linked to project operational and integration activities
Full-time created through project execution			
Full-time maintained during project			
Part-time created through project execution			
Part-time maintained during project			

Total number of jobs created or maintained by both partners and collaborators:	
Number of jobs created or maintained by both partners and collaborators, <i>per \$100,000 of the total project budget:</i>	

What is the likelihood that some of these jobs will become permanent and renewed beyond the term of the project?

Indicate the type of jobs that will be created and provide descriptions of roles and responsibilities (if applicable and to the best of your knowledge).

To the best of your knowledge, how many of these jobs do you expect to maintain beyond the end of the project?

To the best of your knowledge, in addition to the jobs listed earlier, how many additional jobs may be created, directly or indirectly, beyond the term of the project?

3.2 COMMERCIALIZING INNOVATION (15 POINTS)

EVALUATION CRITERIA		
Will a project partner's product/service/solution be commercialized during the project or soon after?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Will the project enable a shorter time-to-market for a partner's product/service/solution?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Will the project enable or support increased sales for at least one <i>current</i> product/service/solution from a partner?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Will the project enable or support increased sales for at least one <i>new</i> product/service/solution from a partner?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Will the project enable or support sales of a product/service/solution from a partner based outside Quebec?	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Please elaborate on your responses above:

Based on your best current assessment, how will these products/services/solutions/processes be commercialized or launched?

3.3 OTHER EXPECTED IMPACTS (SOCIOECONOMIC, PRODUCTIVITY, ETC.) ON THE QUEBEC CYBERSECURITY INDUSTRY (5 POINTS) AND ECOSYSTEM EXPANSION

If applicable, explain how the project can generate a positive impact for your organization, your partners, your suppliers and/or Quebec as a whole – beyond job growth and innovation-based commercialization. Describe all aspects of your project that can have a positive economic or social impact. Examples may include:

- Specialized training
- Increasing the availability of skilled labour for the overall industry, well beyond the term of the project
- Growing international exports
- Creating new Quebec-based cybersecurity businesses
- Increasing the number of cyber-resilient businesses in Quebec
- Increasing public awareness of good practices in cybersecurity and data protection
- Supporting favorable financial and economic outcomes for project suppliers
- Increasing revenue for one or more project partners
- Other (specify): _____)

For each item checked above, describe the measures you will take to increase the social and economic impact of your project, considering your project framework:

4. Creating a substantive industry presence (35 points)

4.1 CHAMPIONING COLLABORATION (FOOTNOTE 4) AMONG QUEBEC-BASED SUPPLIERS (15 POINTS)

EVALUATION CRITERIA		
<p>Will a major firm or prime contractor be working with a Quebec-based cybersecurity supplier within this project or as a result of this project?</p> <p>If yes,</p> <ul style="list-style-type: none"> - what percentage of the overall project budget will be contracted to a Quebec-based supplier (i.e., largely SMBs offering cybersecurity products/services/solutions)? _____ % - how many of these Quebec-based suppliers will be involved? - if you are a supplier, how many contracts with major firms or prime contractors will be signed within this project? _____ After this project? _____ 	<input type="checkbox"/> YES	<input type="checkbox"/> NO

(Footnote 4) Possible collaborative arrangements : among Quebec suppliers, associations, not-for-profits, and/or academics participating in the QCIP without having applied for a financial contribution

List of collaborations

Name of collaborator	Topic or area of collaboration	Financial value (\$)
	Total financial value of contracts with collaborators and Quebec-based suppliers	

If required for maximizing project impact, how many further collaborations could you potentially sign?

Describe the contractual agreements you are entering into and the type of work these collaborators will do. Remember to attach related letters of support or letters of intent from your private-sector collaborators.

4.2 DEVELOPING SUPPLY CHAINS (15 POINTS)

EVALUATION CRITERIA		
This project will enable one or more Quebec-based suppliers of cybersecurity products/services/solutions to:		
<ul style="list-style-type: none"> • JOIN a major-company supply chain 	<input type="checkbox"/> YES	<input type="checkbox"/> NO
<ul style="list-style-type: none"> • INTEGRATE or embed with one or more major-company supply chains. 	<input type="checkbox"/> YES	<input type="checkbox"/> NO
This project will enable new supply chain relationships to be created between prime contractors/major companies and Quebec-based suppliers of cybersecurity products/services/solutions, including SMBs.	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Describe how the project will enable Quebec-based suppliers to join a major-company supply chain or how the project will enable your SMB to be integrated into a major company’s supply chain. Also, how will this collaboration evolve over time?

4.3 ADDRESSING INDUSTRY-WIDE CHALLENGES (5 POINTS)

4.3.1 IF APPLICABLE, DESCRIBE HOW THE PROJECT CAN ADDRESS CHALLENGES FACING THE OVERALL CYBERSECURITY INDUSTRY IN QUEBEC.

4.3.2 IF APPLICABLE, SHOW HOW THE PROJECT CAN CONTRIBUTE TO STRENGTHENING THE QUEBEC-BASED CYBERSECURITY INDUSTRY, IN PARTICULAR, OUTSIDE OF QUEBEC.

4.4 SUPPORT FOR SHARED ACTIVITIES

Propose one or more initiatives, activities, or events that support sharing resources, best practices, solutions, or knowledge across the Quebec-based cybersecurity ecosystem. These activities should include both program partners and outside organizations.

5. Project funding sources

Document the contributions (cash or in-kind) and other sources of funding for the project

Contributions	Total project amount (\$)	Total project amount (%)
Partner #1	Cash	
	In-kind	
Partner #2		
Other Quebec government support (excluding tax credits)		
Other federal government support		
Other sources		
	Cash total	
	In-kind total	
	Grand total	100%

Detail other funding sources, if applicable:

6. Key dates: contributions from private-sector partners

*Planned contributions over the project term to meet eligible expenses.
Must match amounts in Section 5.*

Partner #1		Partner #2	
Date	Amount	Date	Amount
First 6 months following date of signature of funding agreement		First 6 months following date of signature of funding agreement	
Months 7 to 12		Months 7 to 12	
Months 13 to 18		Months 13 to 18	
Months 19 to 24		Months 19 to 24	
Months over 2 years		Months over 2 years	
Total			

7. Project budget breakdown by expense type

List expenses that are directly related to the project.

SALARIES AND BENEFITS DIRECTLY ATTRIBUTABLE TO THE QCIP PROJECT

	Number (full-time equivalent)	Salaries for Quebec residents (total)	Salaries for Ontario residents working in Quebec (total)	Total
Partner employees				
Students (Bachelors)				
(Masters)				
(Doctorate)				
Interns (Postdoctorate)				
Technicians				
Research assistants				
Technical or professional assistants				
Other (specify)				
Sub-total				
Our legal agreement with the Quebec government allows for a 43% supplement to cover benefits as well as administrative overhead. You may remove this amount if needed.				
Total				

ANNUAL SALARIES AND RELATED EXPENSES

	Year 1	Year 2	Year 3	Total
Sub-total : salaries				
Sub-total: 43% supplement				
Total				

OUTSOURCING

	Year 1	Year 2	Year 3	Total
Specialized services (research, prototyping, processing, etc.)				
Costs related to a study ³				
Cost of consultants from outside Quebec ⁴				
External testing and certification costs				
Fees from consultants based in Quebec ⁵				
Communications costs ⁶				
Cost of standards testing and verification by independent bodies				
Total				

MATERIALS AND SUPPLIES	Year 1	Year 2	Year 3	Total
Raw materials from Quebec				
Raw materials from outside Quebec ⁷				
Supplies				
Transportation				
Total				

³ Costs related to studies may not exceed 5% of project value.

⁴ The cost of expert advice related to a study may not exceed 5% of project value.

⁵ External consulting fees may not exceed 5% of project value.

⁶ May not exceed \$10 000 per partner.

⁷ Cumulative value of equipment and raw material acquired from outside Quebec cannot exceed 25% of project value.

Equipment and installation	Year 1	Year 2	Year 3	Total
Acquisition of equipment ⁸ from within Quebec, including specialized software. ⁹ (Includes installation costs)				
Acquisition of equipment from outside Quebec, including specialized software. (Includes installation costs) ¹⁰				
Lease (including removal and return)				
Transportation				
Other (specify: _____)				
Total				

TRAVEL¹¹

	Year 1	Year 2	Year 3	Total
Travel and related expenses				
Conferences				
Total				

⁸ Equipment acquisition costs include license installation fees and maintenance fees.

⁹ Specialized software includes subscription fees covering the term of the project but not hardware equipment such as iPads, computers or smartphones.

¹⁰ Cumulative value of equipment and raw material acquired from outside Quebec cannot exceed 25% of project value.

¹¹ Eligible travel costs may not exceed 5% of project value.

OTHER COSTS

	Year 1	Year 2	Year 3	Total
Cost of intellectual property protection				
Licensing fees				
Administration fees for the Quebec Cybersecurity Innovation Program (QCIP) ¹² . NOT AN ELIGIBLE QCIP EXPENSE.				
Other (specify) :				
Total				

TOTAL PLANNED DIRECT EXPENSES*:

Included within this total : salaries / benefits and overhead / outsourcing / supplies and materials / equipment and installation / travel / other costs (exception: **administrative fees required to partially cover QCIP operations**)

AMOUNT FROM PAGE 5 (END OF SECTION 1)*

(Must match total of direct expenses from Section 1, *General project information*)

¹² Non refundable project management costs equivalent to 2% of the financial contribution approved by PROMPT-QUÉBEC will be applicable, **plus tax**, when the reimbursement is paid to the partners.

8. Calendar of activities

Use the table below or provide a Gantt chart

# Milestone	Description of activity	Partners involved	Expected start date (dd-mm-yyyy)	Expected end date (dd-mm-yyyy)

IMPORTANT : FOR PROJECTS WITH A VALUE OVER \$1,200,000, PLEASE PROVIDE A BREAKDOWN OF EXPENSES BY ACTIVITY (SUB-PROJECT)

9. Checklist

These documents are required. Attach them to your application (Add a checkmark to each attached document)

- The QCIP funding application duly filled out and signed by authorized representatives of the project and of each partner.
- A list of all public funding (loans and grants) from the Quebec and federal governments that contribute to eligible expenses. Based on QCIP terms, these funds cannot exceed 50% of eligible expenses. We will require copies of all grant funding requests submitted to public partners as well as copies of final reports related to other grant agreements.
- Payment schedules for these grants.
- Letters of support from each private-sector partner and collaborator.
- Letters of approval or support from public partners (if applicable).
- Budget breakdown by activity or sub-project for projects over \$1,200,000.
- Confirmation that all project partners will be able to provide certification from Revenu Quebec guaranteeing that all required filings and reports mandated by Quebec tax law are up to date and that related payments due have been paid in full. This must be provided upon signing the agreement for the first grant payment.
- If applicable, a duly signed declaration designating a representative of one or more partners in dealings with Prompt.

If you are unable to provide one or more required documents, explain why below.

Further validation (place a checkmark to confirm)

- This project will be wholly carried out in Quebec.

10. Signatures

(Please obtain all signatures before submitting your application)

Date :

Name in block letters

Title

Authorized project representative
Organization name

Date :

Name in block letters

Title

Partner #1: Project representative with budget
and expense authority
Organization name

Date :

Name in block letters

Title

Partner #2: Project representative with budget
and expense authority
Organization name