

Research and Development Program Guide

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I POLICY STATEMENT

TSBC will consider proposals for Research & Development (R&D) support for projects that support the achievement of [TSBC's vision and goals](#), or as noted below:

VISION

All scrap tires are transformed to the environmental, economic, and social benefit of BC's citizens.

GOALS

- *To support the environmentally friendly and sustainable collection and management of 100% of regulated scrap tires available for collection.*
- *To sustain or reduce the "average" Advance Disposal Fee.*
- *To maintain TSBC financial stability.*
- *To foster and support innovation and research relative to higher valued solutions within the industry.*
- *To assist the industry in building sustainable markets for recycled rubber products.*
- *To support community projects that use BC recycled rubber.*
- *To support the pollution prevention hierarchy as referenced in the BC Recycling Regulation.*
- *To provide public education on the benefits of maintenance and inflation of tires to extend tire life thereby avoiding scrap tires entering the waste stream.*

II Background

In alignment with its [2013 – 2017 Stewardship Plan](#), and [Program Policies](#), Tire Stewardship BC (TSBC) has an overall strategy to foster achievement of its vision and goals. This strategy encompasses four key programs:

- **Tire Collection and Processing (TCP) program** – by way of an incentive structure that promotes processing into higher valued products, supports the collection and processing and environmentally sound disposal of all BC regulated scrap tires.
- [Manufacturing \(MI\) program](#) – by way of incentives, promotes the use of BC recycled rubber by BC manufacturers.
- [Community Grant \(CG\) program](#) – by way of grants, promotes markets for BC recycled rubber while supporting BC community projects.
- [Research and Development \(R&D\) program](#) – by way of grants and/or incentives, supports projects that have the potential to support [TSBC's vision and goals](#).

This document deals with the R&D program and specifically the criteria and the process for qualifying for R&D support.

For questions relating to the Program or TSBC in general, please visit <http://www.tsbc.ca/>

III Project Requirements

A. What types of projects will the program support?

Projects must take place within BC and achieve one or more of the benefits identified in TSBC's vision:

- Environmental, e.g. a better environmental footprint for TSBC but not to the detriment of other industry sectors
- Economic, e.g. program cost reduction
- Social, e.g. job creation

B. Who can apply?

Those who can apply are BC-based individuals or organizations, such as governments, universities, colleges, not-for-profits, private or publically-traded companies, institutions, or others.

C. What level of financial support will the program provide?

Support for up to 50% of eligible project costs for projects to a maximum of \$100,000 per project will be considered. Project duration should be no more than 2 years in length. This support may be provided as a grant, loan or incentives at the sole discretion of TSBC. TSBC will provide financial support commensurate with the opportunity to achieve TSBC's vision and goals. The disbursement schedule may include both upfront and/or milestone-based payments and will be finalized through negotiations between TSBC and the applicant.

D. What project costs are eligible for TSBC support?

TSBC's financial support will only be applied to project costs that are directly associated with the execution of the project.

E. What is the expected applicant/partner contribution?

Applicants and their partners collectively are expected to contribute a minimum of 100% of the amount of funding being requested of TSBC with the following restrictions:

- In-kind contributions may be considered as part of the proponents contribution to the project;
- Must not include amounts already contributed to get the project to its current state, i.e. it must be new contributions, not past contributions.

IV APPLICATION PROCESS

The application process is described below in two sections.

- **Stage 1 – Pre-Application** – where the applicant becomes familiar with the Program and TSBC becomes acquainted with the applicant’s proposal, concluding with a decision to advance to Stage 2 or terminate the application process.
- **Stage 2 – Formal Application** – where the applicant submits an application with the information TSBC will need to make its final decision to approve or reject.

A. Stage 1 – pre application steps

1. *Applicant learns about the Program*

The applicant must first gain an understanding of R&D program requirements by reading, at a minimum, the following documents available on the TSBC website:

- R&D Program Guide
- [2013 – 2017 Stewardship Plan](#)

2. *TSBC learns about applicant’s proposal*

The applicant will be required to present a high level proposal to TSBC with the onus on the applicant to convince TSBC that:

- the proposed project supports TSBC’s pursuit of its vision and goals, specifically addressed under the following three headings: social, economic and environmental benefits;
- the funding support requested is commensurate with the opportunity; and
- the applicant has the technical, managerial, and financial plan and capability to meet his / her stated project objectives.

3. *Pre-Application Stage concludes*

- TSBC decides not to initiate a formal application under Stage 2

If, after due consideration of the proposal as explained by the applicant, TSBC is not convinced there is a compelling case to advance the application through to a formal application process, the applicant will be advised accordingly. This decision will be final.

- TSBC decides to initiate a formal application under Stage 2

Should TSBC be convinced there may be a compelling case and that a full and thorough consideration of the applicant’s proposal is warranted, a formal application process will be initiated.

B. Stage 2 – formal application information requirements

For illustrative purposes, the following information would be required by TSBC for a project related to the diversification, expansion and commercialization of BC's tire derived products and markets. For a project with a different focus, TSBC may add, delete or modify questions as appropriate. The applicant is encouraged to add whatever detail is determined necessary to fully explain the proposal and to convince TSBC that it meets all information requirements required to adjudicate the proposal fairly and timely.

1. Project Applicant and Partners

- a. In addition to the project applicant, include what organizations (e.g., universities, industry partners, and end users) are involved in the project. Provide applicant organization name, address, contact information and location, as well as the names and contact information of any partners that will be involved; the roles each will play in the project; and a description of the nature of the relationship(s) between project partners. E.g. if the applicant is comprised of more than one entity by way of a joint venture then the terms and conditions of the arrangements between partners must also be provided, and all parties to the joint venture must sign the application / proposal document and if approved, the Grant Agreement.

2. Need for New Solution

- a. Describe the technical problem, deficiency, opportunity, market or industry need that the proposed solution will address.
- b. Quantify the scale of the problem, deficiency, opportunity.

3. Proposed Solution

- a. Outline the proposed project, including project location and describe how it will directly provide or contribute to providing a solution to the need outlined above.
- b. Describe the competitive advantage this proposed solution will have in the marketplace (BC, national, international). Include details on the advantages that this product or technology will have over competitors with respect to economic, environmental, social, and operational performance.

4. Commercialization

- a. What is the expected commercialization path for the proposed solution? For instance, commercialization could be achieved through direct action by a participating partner company, licensing to third parties, establishment of a new start-up company, or by other means.

- b. What is the time required for the proposed solution to be market-ready once this proposed project is completed?
 - c. Will any additional activities still be required following the completion of this project to take the proposed solution to full commercialization? This may include technical development, proof of performance, financial requirements, management development, strategic partnerships, supply chain development, customer relationships, or other steps.
 - d. Will additional support from TSBC be sought for those activities?
- 5. Effect on the Market for Tire-Derived Products (TDP)
 - a. Describe the benefits and costs (e.g., operational, economic, environmental, social) of the proposed solution to the applicant, industry and TSBC.
- 6. Uncertainties / Issues to be addressed by the proposed project
 - a. Identify the key issues that must be addressed to bring this solution to full commercialization (e.g. technical, logistical, financial, market, regulatory, other).
 - b. Describe how the identified issues could affect the success of the proposed project.
 - c. Describe how the project team will deal with these issues.
- 7. Project Plan
 - a. Provide a project plan that describes:
 - i. Key tasks, deliverables and milestone dates
 - ii. Cost estimates
 - iii. Contribution breakdown by applicant, partner(s), government and TSBC (indicate if cash or in kind)
 - iv. Project team members and roles
- 8. Proposed Funding Schedule
 - a. Explain the type of funding requested (grant or incentives), and why.
 - b. Provide an outline of the requested funding schedule, tied to key project deliverables and/or milestones.
- 9. Summary of benefits
 - a. Environmental
 - b. Economic
 - c. Social

Throughout its review of the application, TSBC may notify the applicant by email where additional information is required. Upon completion of its review, TSBC will advise the applicant in writing of its decision to deny or approve the application. TSBC's decision is final.

If the application is approved the applicant will be required to execute a Grant Agreement with TSBC.