

Technical Assistance Program (Program Description & Guidelines)

Life Sciences Nova Scotia is pleased to offer our Technical Assistance Program (TAP) as part of our BioBusiness Accelerator Program.

The Technical Assistance Program (TAP) has been developed to help Life Sciences Nova Scotia member companies' access expertise to address unique technical challenges.

Technical Assistance

Projects that will be considered include short term R & D assistance services that engage a subject matter expert to help with a broad scope of challenges of a technical nature that cannot be addressed with in-house expertise.

Tier 1 – Singular engagement with a qualified 3rd party consultant on ONE **\$2,500** project, including but not limited to:

- Counsel regarding a defined project
- proof of concept evaluation
- Process design/evaluation
- process development or improvement

**TAP Tier 1 will reimburse 75% of the cost of eligible expenses (excluding applicable taxes), up to a maximum of \$1,875.00.*

Tier 2 – Singular engagement with a qualified 3rd party consultant on a broader **\$5,000** project, including but not limited to:

- Investigatory Work
- Reliability/quality improvement
- Prototype design/evaluation
- Product redesign
- Input into technical R & D plans

**TAP Tier 2 will reimburse 75% of the cost of eligible expenses (excluding applicable taxes), up to a maximum of \$3,750.00.*

Tier 3 – Singular engagement with one or more qualified 3rd party consultants on a large-scale **\$10,000** project, including but not limited to:

- Reporting, Scope, data, scalability, target market research.

Copyright of Life Sciences Nova Scotia

- Product testing
- Investigation, evaluation and adoption of new technologies

**TAP Tier 3 will reimburse 75% of the cost of eligible expenses (excluding applicable taxes), up to a maximum of \$7,500.00.*

Eligible Financial Support

All Tier 3 project proposals will be carefully evaluated by an external Selection Committee and approved on an individual basis. Any additional costs or services related to the project beyond the noted project maximums will be at the expense of the member company.

**Life Sciences Nova Scotia members may not receive funding from the Technical Assistance Program for more than one project within the current funding cycle.*

Program Dates: Present – March 15, 2025. All approved projects must be completed, invoices paid, and claim submitted to Life Sciences Nova Scotia by March 15, 2025.

Project Eligibility Criteria

- Applicant is a Life Sciences Nova Scotia corporate member company in good standing.
- Applicant has not received prior funding from the Technical Assistance Program for more than 1 projects within the current funding cycle.
- Completion of attached Application & Project Outline
- Proposed project addresses a challenge that is critical to commercialization
- Project is of a size and nature likely to be assisted by a short term consulting engagement.
- Funding will be used to reimburse fees for consultants and/or other technical experts contracted to provide expertise.
- Project will be completed by the March 15, 2025, deadline.

*Please note, a proposed project is ineligible if it is already supported by other government programs or funding.

Project Outline details:

Please include:

- the technical problem to be addressed,
- why the resolution of this problem is critical to commercialization (how will this benefit),
- the expertise required, and the potential contractor(s) if known at time of application. Please include a CV or company information to indicate that they are qualified to do the work,
- a break down of expenses and the financial support requested (only applicable towards contractor fees), and
- a statement regarding the ability of the applicant to complete the proposed project by the **program deadline of March 15, 2025.**

Program Reimbursement

Please ensure that your company and project meet the criteria described in the call for proposal program description.

Approved program reimbursement:

- Upon completion of the approved project, please submit the following documentation for reimbursement:
 - Consultant Report or Outcome Report – the deliverable to you from the consultant (if confidential, please consult with Life Sciences Nova Scotia)
 - A copy of the consultant’s invoice to your organization
 - Proof of payment of eligible expense
 - Final Project Report (1 page max.) information, including a brief outline of the following:
 - Technical issue addressed by the project:
 - Expert and role:
 - Technical issue results:
 - Impact of TAP on commercialization of your work:
 - Invoice to Life Sciences Nova Scotia for 75% of eligible expenses (excluding applicable taxes) up to approved program maximum.

Technical Assistance Program claim submission deadline: **March 15, 2025.*

Confidentially

Any and all information submitted with this application will be treated as Confidential Information between the Applicant and Life Sciences Nova Scotia. We do not recommend submitting proprietary, confidential or company sensitive information. In the event that the application is selected for program inclusion, Life Sciences Nova Scotia recommends that a Confidentiality Agreement be signed between the applicant and the service provider with whom they chose to work.

Copyright of Life Sciences Nova Scotia