

## Manitoba Solutions Grant - Application Form

All sections must be completed. Incomplete applications will not be considered. Please consult the Manitoba Solutions Grant Program Guide for full details. Submit the completed application and all required attachments to [info@researchmb.ca](mailto:info@researchmb.ca) by November 24, 2025 (4:00 p.m. CST).

In addition to the completed application form, please submit **one PDF attachment** that includes all of the following sections:

- Budget justification
- Summary of proposal and Manitoba focused impact
- Research Proposal
- Appendices
- Knowledge Mobilization
- HQP training plan

Additional Attachments to include:

- CCV and Narrative CVs
- Signature Page
- Knowledge User Form

### 1. Applicant Information

Please provide the identification, address and contact information for the primary applicant and co-applicant(s). At least one knowledge user is required to be listed as a co-applicant on the project. All knowledge users are required to complete the [Knowledge User Organization Form](#) listed in **Appendix C of the program guide**.

Salutation: \_\_\_\_\_

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Department: \_\_\_\_\_

Faculty: \_\_\_\_\_

University/Institution/Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

**Academic Co-Applicant(s) (if applicable):**

Salutation: \_\_\_\_\_

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Department: \_\_\_\_\_

Faculty: \_\_\_\_\_

University/Institution/Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

**Knowledge User Co-Applicant (required):**

Salutation: \_\_\_\_\_

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Department: \_\_\_\_\_

Faculty: \_\_\_\_\_

University/Institution/Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Note: any additional notable people involved in the project (either Knowledge users, co-applicants, or collaborators) can have their information attached in the full proposal PDF under the Research Team and Research Capacity section.

## 2. Budget Table and Budget Justification

**(maximum two pages):** Upload a budget justification with a full breakdown of the funds requested from Research Manitoba. If matching funds are being provided by the collaborating knowledge user, please include a budget breakdown of these funds. Refer to the list of eligible and ineligible expenses in **Appendix B** prior to completing the budget table.

Provide a detailed budget, please note the total fields below auto-populate.

Year 1 Total: \$\_\_\_\_\_ Year 2 Total: \$\_\_\_\_\_

Category	#	Year 1	Year 2
<b>PERSONNEL</b>			
Technicians			
Trainees: Graduate Studentships			
Trainees: Postdoctoral Fellows			
Other Personnel			
Fringe Benefits & Payroll Tax			
<b>EQUIPMENT</b>			
Equipment			
<b>SUPPLIES AND SERVICES</b>			
Supplies and Services			
<b>TRAVEL</b>			
Travel			
<b>OTHER</b>			
Other			
<b>TOTAL</b>			

**Budget Justification** (2 pages max): Please upload a budget justification that explains how requested funds will be used. If applicable, include details of matching funds and in-kind contributions.

(Refer to **Appendix B** of the Program Guide for eligible/ineligible expenses.)

Reminder: Year 2 funding is conditional on Year 1 progress and approval by Research Manitoba.

## 3. Proposed Project

Title of Proposal: \_\_\_\_\_

Keywords: \_\_\_\_\_

Proposed Start Date:

Proposed End Date:

Research Pillar (check all that apply):

- Health - Basic Biomedical     Health - Clinical  
 Health - Health Services     Health - Social/Population Health  
 Social Sciences & Humanities     Natural Sciences & Engineering

Priority Call Relevance (check all that apply):

- Development and testing of AI-enabled tools to improve public service delivery or healthcare outcomes.
- Research on the use of robotics, automation, or intelligent systems to enhance productivity and safety in Manitoba workplaces.
- Data governance, privacy, bias mitigation, and other ethical considerations in AI research.
- Evaluation of emerging technologies for social, environmental, or economic impact.
- Research on workforce readiness, skills development, and societal adoption of AI-enabled innovations.
- Dual use technology.
- Other not listed above:

\_\_\_\_\_

Funds Administered By (Name/Organization): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

#### 4. Abstract (Non-Technical Summary)

**Abstract (maximum 200 words):** Provide a clear, layperson summary of your proposed research project.

#### 5. Summary of Proposal & Importance to Manitoba

**(maximum 1,500 words):** Please upload a summary of the proposal including the project's objectives, and clearly articulate how the research will: Address a current or emerging Manitoba-specific need, Improve outcomes in/for Manitoba, or build capacity for research and innovation in Manitoba.

## 6. Documentation

Human Ethics Approval:  Not Needed  Pending  Approved

Animal Care Approval:  Not Needed  Pending  Approved

## 7. Research Plan

**Research Proposal (maximum six pages):** Please attach a single pdf document with the research proposal and appendices:

- a) **Project Design:** Please ensure this section includes the following:
  - Objectives
  - Literature review
  - Experimental approaches
  - Methodology
  - Expected outcomes
  - Timeline
- b) **Equity, Diversity, Inclusion, & Accessibility (EDIA):** EDIA must be embedded in the project design, team composition, and community engagement, including alignment of Ownership, Control, Access, and Possession (OCAP) principles and/or appropriate First Nations, Métis, or Inuit research ethics where relevant.
- c) **Research Team and Research Capacity:** Describe the primary applicant and the research team's expertise to successfully carry out the proposed project. Provide a list of research personnel who will be involved in the project and their relevant expertise. Detail the research environment, infrastructure required, and access plan to facilities and equipment required for the project.
- d) **Knowledge User Collaboration:** Please outline the nature of the collaboration between the primary applicant and the collaborating knowledge user. This should include the knowledge user's participation in the project and the potential benefits this research will have on their organization.

## 8. Appendices

**Appendices:** Materials provided in the appendices must be supplementary in nature. The appendices must not be used as a means to provide essential details of methods or study rationale that would normally be included in the Research Project Description. Reviewers will be under no obligation to read more than the first 10 appendix pages.

## 9. Knowledge Mobilization (one page maximum)

Please upload a robust Knowledge Mobilization plan must demonstrate how finding will be shared, applied, or scaled within Manitoba.

## 10. High Quality Personnel (HQP) Training Plan (one page maximum)

Describe how this project will offer meaningful training experiences to HQP at academic institutions, and/or staff and trainees in the knowledge user's setting. Please upload a concise training plan focused on development of relevant technical and professional skills such as leadership, communication, collaboration, and entrepreneurship.

## 11. Suggested Reviewers

Provide up to 3 independent experts (at least one from Manitoba if possible). Experts will be asked by Research Manitoba to fill out a conflict of interest form. Provide:

1) Name \_\_\_\_\_

- Institution/Organization \_\_\_\_\_

- Email \_\_\_\_\_

- Area of Expertise \_\_\_\_\_

2) Name \_\_\_\_\_

- Institution/Organization \_\_\_\_\_

- Email \_\_\_\_\_

- Area of Expertise \_\_\_\_\_

3) Name \_\_\_\_\_

- Institution/Organization \_\_\_\_\_

- Email \_\_\_\_\_

- Area of Expertise \_\_\_\_\_

## 12. Signatures

Applicant and Institutional Signatures are required for a complete submission. Please fill out the signature page and include it as part of your final submission package.

[Signature Page Fillable Form.pdf](#)

## 13. CCV and Narrative CV

**CCV:** Upload a Research Manitoba Canadian Common CV (no older than six months). This is **required from the primary applicant and any academic co-applicants** for submission. Please complete a Research Manitoba CCV on the CCV website, save it as a PDF, and include it in the submission package.

### Steps:

1. Go to the CCV website and create a CCV User Account/Log In

2. Select a Funding Source CV: the CCV enables researchers to create CVs for different funding agencies. Select CV – Funding - Research Manitoba (as the funding source) - Research Manitoba (as the CV type).

3. Complete your CV: the CCV is completed section by section by selecting the ‘pencil’ to edit/or enter that section’s information. The pencil takes you to a selection page from which you click the ‘Add’ button to add each entry for the information group(s) required.

4. Save your CCV as a PDF and include it in the submission package.

**Narrative CV: Knowledge user co-applicants** are required to submit a narrative CV, modeled after the tri-agency template. Knowledge user co-applicants should create a narrative CV, save it as a PDF and include it in the submission package. For more information on how to write a narrative CV please visit these links:

[Tri-agency CV - CIHR](#)

[Guidance for writing a narrative CV](#)

## Application Checklist

Application Form (all sections completed)

PDF documents:

- Budget Justification
- Summary of Proposal and Manitoba Impact
- Research Proposal (6 pages)
- Knowledge Mobilization Plan
- HQP Training Plan
- Appendices (if applicable, max 10 pages)

Additional Attachments:

- Knowledge User Organization Form (Appendix C)
- CV(s) (CCV + Narrative)
- Signature Page

### Submission Instructions:

All documents must be completed and sent as PDFs. Applications will need to be emailed to [info@researchmb.ca](mailto:info@researchmb.ca) by **4:00 pm, November 24, 2025**. Applications that are submitted after the deadline or are missing any application requirements will not be considered for funding. If there are any questions about the application process or the program, please contact the [helpdesk@researchmb.ca](mailto:helpdesk@researchmb.ca).