

Automotive Innovation Challenge (AIC) Program

Application Questions

Instructions: Fill in all sections carefully. Provide sufficient details for reviewers to assess the merit of the opportunity. Refer to the Program Guidelines to determine what you should include in each section of the proposal. If you want reviewers to consider supporting documentation, please refer to specific document titles in your answers below and upload these documents in the Attachment – Additional Supporting Documents section. **Attachments must be brief.**

APPLICATION DATA	
Project Title	
Application Number	

SECTION 1: BACKGROUND

Are you a post-secondary education institution in Ontario?

Provide a brief description of your organization and detail your experience running applied learning, professional development, and/or employability programs for post-secondary students. Explain why you are the best fit to run this program.

Please identify your industry partner(s) and explain why they are well-suited to collaborate with you to deliver this program. Please specify how they will contribute to the program.

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SECTION 2: PROGRAM DESIGN

Describe the objective of your program. What challenge will the students participating in your program be asked to solve? Why is this problem relevant to Ontario's automotive and mobility sector?

Describe the methods and format you will use to deliver your programming (e.g., weekly meetings throughout the semester, a weekend intensive, a reading week intensive, asynchronous, etc.). Explain what makes your program innovative and why you are well-suited to creating and implementing this program.

Identify the region(s) of Ontario in which you will deliver your program and estimate the minimum number of students you anticipate engaging through your program. Is your program designed to recruit students from specific levels of study, years of study, and academic disciplines or programs? If so, please specify and explain.

Explain how your program will help develop a talent pool for Ontario's automotive and mobility sector.

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SECTION 3: PROGRAM DEPLOYMENT AND IMPLEMENTATION

Please provide a detailed work plan for the program with key timelines, milestones, and activities listed from Project Activation to Project Close and the submission of final reports.

Please detail the proposed level of involvement from the industry partner(s) throughout the program, including the plan to develop and implement the Career Readiness session(s) that will enhance students' experiences and outcomes in the program.

How will you measure the outcomes and impact of your program? What data will indicate that your program has been a success, and how will you capture this data?

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SECTION 4: PROGRAM LOGISTICS AND ADMINISTRATION

Please describe your team's capacity and expertise. Identify the key team members from both the post-secondary institution applying and the institution's industry partner(s) who will be responsible for delivering the program and why they are qualified to carry out this work.

Identify the staff member who will represent your institution's matching contribution to the program. Please detail how they will be involved in every aspect of the program.

If you are hiring new staff for your program, outline your hiring and training plans.

What other resources will you use to deliver your program? (e.g., hardware/software, other digital tools, etc.).

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SECTION 5: EQUITY, DIVERSITY, AND INCLUSION

Explain how your institution has demonstrated its commitment to diversity, equity, and inclusion, and you're your team will leverage this commitment to engage all students participating in the program in a meaningful way. Please include:

- The practices/activities you will undertake to support student participants from equity-deserving and under-represented groups; and
- The accessibility considerations you will embed into your program.

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SECTION 6: MARKETING, PROMOTION, AND OUTREACH

Outline your marketing, promotion, and outreach strategy, including:

- How will you raise awareness of the program among the student population at the applicant institution?
- How will you promote student recruitment, including students from equity-deserving and under-represented groups?

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SECTION 7: MONITORING AND EVALUATION

Please note that by applying for these program funds, you are declaring that you will utilize OVIN's pre- and post-program surveys, submit an interim report about the program's progress, and complete the final report.

Please acknowledge in the space that you have read the statement and agree with it:

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Below you can find more information on what to expect from the surveys:

Student survey data:

- Demographic information such as the participant's age, gender, academic program, level/year of study, and whether they live in a rural or remote community
- Their awareness of the automotive and mobility sector
- Their knowledge of the automotive and mobility sector
- Their interest in pursuing a career in the automotive and mobility sector
- Their level of problem-solving skills
- The strength of their professional network

Post-secondary coordinator survey data:

- Details of program design and implementation
 - Overall program focus and strategy
 - Number of industry partnerships created through the program
 - Number of mentorship opportunities created through the program, if any
- Evidence of this program's impact on students' awareness of, knowledge of, and interest in pursuing a career in the automotive and mobility sector, and on their problem-solving skills and professional networks
- Perspectives on how this program added value to their institution's offerings
- Perspectives on the program's success not otherwise captured
- Ideas for how this program could be improved in the future

Industry partner survey data:

- The extent to which this program helped the company solve the problems for which they sought students' solutions
- How this program helped the company build relationships with post-secondary
- How this program helped the company connect with potential future talent, including whether they have hired or anticipate hiring anyone who participated in the program
- Perspectives on the program's success not otherwise captured
- Ideas for how this program could be improved in the future

Below is an open section to share any further comments:

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SECTION 8: BUDGET BREAKDOWN AND JUSTIFICATION

Please provide a budget and detailed justification of the budget you are requesting for your program. Please include how you plan to spend the funds requested from January to April 2025 based on OVIN's flow of funding requirements.

Item Description	Payee	Source of Funds	Type of Funds	Budget Category	Quantity	Unit	Rate	Total

Budget Justification

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