



2016/17 ONCAT RFP Submission Form

Submission deadline: January 9, 2017

RFP Submissions should include the following components:

1. *This form* – ONCAT RFP Submission form (as an MSWord document)
2. ONCAT RFP Budget form (as an MSExcel document)
3. ONCAT RFP Signature form (as a pdf or scanned image)

Please type your information directly into this document.

Proposal Overview

1.0 RFP Reference

Please bold one of the following:

- ONCAT 16/17 RFP – Innovative Curriculum Delivery
- ONCAT 16/17 RFP – Pathway Development
- ONCAT 16/17 RFP – Research

1.1 Title of Proposed Project

1.2 Lead Institution

1.3 Participating Institutions

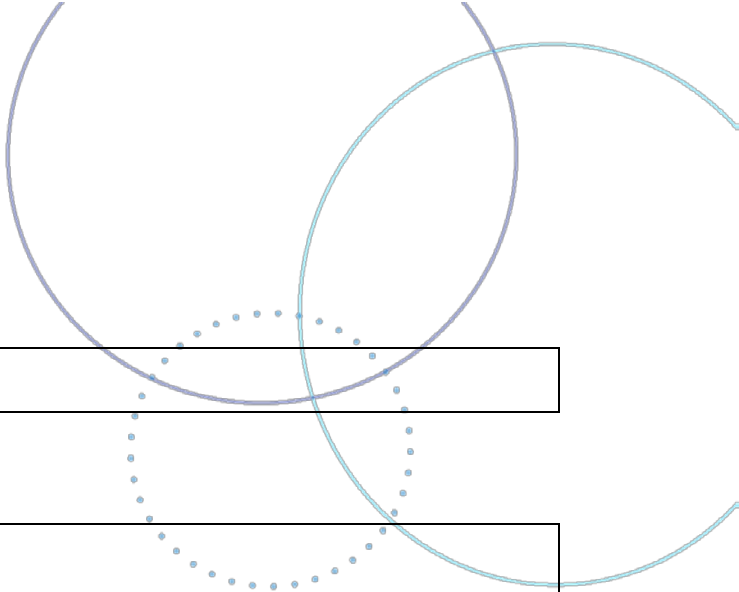
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1.4 Date Submitted

1.5 Summary of Proposed Project. (50 words)

Contact Information

2.0 Project Lead

All correspondence will be directed to the Project Lead unless otherwise indicated.

Name:

Title:

Full Mailing Address:

Email Address:

Phone Number & Extension:

Project Proposal

3.0 Project Goals

Describe the intended goals of the project. (300 – 500 words)

3.1 Methodology/Project Management

Provide a clear and comprehensive explanation of all steps that will be required to complete the project, including a timeline. As part of the timeline, clearly indicate the key milestones of the project as it moves from conception to completion/implementation. (1000 – 1500 words)

As part of our project management requirements, project teams must submit a minimum of one interim report mid-way through the project and a final report, including executive summary and detailed financial statement, at the project's completion. Please indicate your proposed submission dates in your timeline.

3.2 Topic Experience

Provide a complete list of project team members, and explain how the academic training, qualifications and past experience of the project team will contribute to achieving the goals of the project. (300 – 600 words)

NOTE: CVs of project team members may be requested as part of the proposal evaluation process.