

SFU researchers interested in applying for the 2025 CFI Innovation Fund competition, **with SFU as the lead or as a partnering institution**, must submit an internal Letter of Intent (iLOI). Only teams that have submitted an internal Expression of Interest can submit an iLOI to request an allocation of SFU's CFI envelope. The draft/preliminary iLOI is due March 15, 2024 for review by SFU's Institutional Strategic Awards (ISA) Office. The final iLOI is due April 15, 2024 for review by expert internal and external reviewers, and Faculty and VPRI administration. Please submit completed forms by email to [cfi@sfu.ca](mailto:cfi@sfu.ca).

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## Project Information

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1. **Primary SFU team member for communication (name, email address):**
  
2. **Working title of project:**
  
3. **Additional core team members:**
  
4. **Institutional Partners (if applicable):**
  
5. **Project Summary (maximum 1500 characters, including spaces):**

**6. Project Funding:**

Expected total project cost \$

Will any equipment be housed at other institutions?

Yes: No:

**7. Renovations:** Are renovations/construction necessary to house the infrastructure (details on spreadsheet)?

Yes: No:

**8. Is advanced research computing (ARC)/high performance computing (HPC) infrastructure necessary for the project?**

Yes: No:

If yes, please describe.

**9. List previous CFI project(s) upon which this proposal builds, if any:**

**Please attach a PDF, maximum of 12 pages not including references (single spacing, 2.5 cm margin) addressing the following 6 sections as described in the [2023 Innovation Fund Call for Proposals](#). All sections must be addressed:**

1. Research or Technology Development
2. Team Expertise
3. Team Composition
4. Infrastructure
5. Sustainability
6. Benefits

**Please complete the LOI Spreadsheet (submit Excel file along with this form) to provide details on:**

1. Research Team
2. Estimated Project Budget
3. Current and Planned Partners