

August 16, 2018

Application Ref. IT12209  
Funding Request Ref. FR29725  
Mitacs File: ON- ISED

University of Waterloo  
Office of Research Services  
EC5 3161B  
200 University Avenue West  
Waterloo, ON, N2L 3G1  
Attention: Julia De Paola Almeida Carvalho, Grants and Contracts Manager, Research Partnerships

**NOTICE OF AWARD – 1st installment**  
**Mitacs Accelerate**

<b>Project Title:</b>	<b>Optimizing modern day vinyl presses</b>
<b>Internship Supervisor:</b>	<b>Dr. John Vanderkooy Dr. James Martin</b>
<b>Intern(s):</b>	<b>Christopher Zaworski</b>
<b>Department:</b>	<b>Department of Physics and Astronomy</b>
<b>Institution:</b>	<b>University of Waterloo</b>
<b>Partner Organization:</b>	<b>Viryl Technologies Corp</b>
<b>Accounts:</b>	<b>Please open ONE account in supervisor's name. All funds may be deposited into the same account.</b>

A first installment of **\$13,333.33** has been awarded for the above referenced project for the eligible internship(s) listed in **Appendix A**. Conditions attached to this Mitacs award are outlined in **Appendix B**. The account(s) may remain open for the period of **September 1, 2018 – April 29, 2020** to cover expenses, which support the direct costs of research, incurred during this period. *The end date of the account includes an additional period to spend the materials/research cost portion of the award.*

**Any future award installment payments listed in Appendix A are subject to change and will only be released once partner payment is received at Mitacs and intern eligibility is confirmed.** Any internship that starts prior to receiving a Mitacs Award Letter may not be eligible for continued program funding as Mitacs verifies ongoing program eligibility as part of the award payment process. In the event that partner payment is not received, Mitacs will not be liable for costs incurred by the university.

Mitacs-Accelerate gratefully acknowledges the financial support of the Government of Canada and the Province of Ontario through the Ministry of Advanced Education and Skills Development.

Please feel free to contact Twinkle Johnson at [tjohnson@mitacs.ca](mailto:tjohnson@mitacs.ca) or at 416-650-8439 if you require further information.

Sincerely,



Grace Piekielek  
Team Lead, Grant Management

### Appendix A: Internship Details and Stipend Allocations

Please allocate the awarded funds according to the internship period(s), stipend/salary allocations, and/or materials/research costs, as outlined in the following table. This table replaces any previous award installment letter issued for this Mitacs project. Please verify that this matches your payment records. **Notify Mitacs if there is a change in internship dates and/or an intern replacement.**

Intern Name	Internship Period	Funding Request Ref.	Mitacs Award
Christopher Zaworski	01-Sep-2018 – 28-Feb-2019	FR29725	\$10,000.00
Materials/Research Costs	Must be spent by 29-Apr-2020.		\$3,333.33
First Installment - enclosed			\$13,333.33
Christopher Zaworski	01-Mar-2019 – 31-Aug-2019	FR29726	\$10,000.00
Christopher Zaworski	01-Sep-2019 – 29-Feb-2020	FR29727	\$10,000.00
Materials/Research Costs	Must be spent by 29-Apr-2020		\$6,666.67
Subsequent Installments - pending receipt of partner funds and confirmation of internship eligibility			\$26,666.67
TOTAL AWARD			\$40,000.00

## Appendix B: Conditions of the Award

- These funds are limited to supporting the direct costs of research as directed by Tri-Council. A detailed description of eligible expenses is available on the NSERC website at:  
[http://www.nserc-crsng.gc.ca/Professors-Professeurs/FinancialAdminGuide-GuideAdminFinancier/FundsUse-UtilisationSubventions\\_eng.asp](http://www.nserc-crsng.gc.ca/Professors-Professeurs/FinancialAdminGuide-GuideAdminFinancier/FundsUse-UtilisationSubventions_eng.asp)
- These expenses could include: travel for the professor for related research interest, equipment and supplies to support the intern's work, costs of preparing a research manuscript for publication, costs for holding a workshop or seminar that relates directly to the research, costs for purchase of books or periodicals, and stipends for additional students who will work on the internship research if needed.
- Any remaining research funds may be used by the academic supervisor to supplement the intern's stipend at the Academic Supervisor's discretion.
- Relevant research expenses incurred outside the indicated funding period can be approved by Mitacs on case by case basis.
- Mitacs is unable to assume liability for any losses including – but not limited to – accidents, illness, travel or other losses that may occur during the internship period.
- Inter-university transfers are not permitted.
- Any future award installment payments listed in **Appendix A** are subject to change and will only be released once partner payment is received at Mitacs and intern eligibility is confirmed. In the event that partner payment is not received, Mitacs will not pay for future installments.
- Internship awards must not be paid out prior to a Mitacs Award Letter being issued for the particular internship. Any internship that starts prior to receiving a Mitacs Award Letter may not be eligible for continued program funding as Mitacs verifies ongoing program eligibility as part of the award payment process. In the event that partner payment is not received, Mitacs will not be liable for costs incurred by the university.
- Changes in interns or changes to internship dates are subject to Mitacs approval.

### Carry-forward of monies:

The **stipend/salary** portion of the award must be spent within the **internship period(s)** indicated in **Appendix A**; any stipend/salary funds not spent by the date(s) outlined in the table must be returned to Mitacs. No extensions can be granted on stipend/salary portions of the award.

The **materials/research cost** portion of the award must be spent as outlined in the table in **Appendix A**. To request a possible extension on the materials/research costs portion of the award, the supervisor needs to contact Mitacs before the end date of the award with sufficient justification for the request. Please note that extension requests will only be considered on a case-by-case basis and will be subject to approval by our funders.

### University Reporting:

If the award straddles fiscal years, the University will provide a separate Form 300 (statement of account) for each account by **May 31st for each fiscal year** until the account reaches a zero balance. The University will provide a Final Form 300 for each account **within 30 days of the end date of this award**. The Academic Supervisor and Finance Officer must sign the Form 300s and forward to Mitacs once finalized. *Please include the Application Reference number and Project Title on the Form 300 and submit to [form300@mitacs.ca](mailto:form300@mitacs.ca).*