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*** The Part 2 application must always be in Word format***

Accelerate Umbrella Proposal: Part 2
Internship Activation

INSTRUCTIONS

- This Part 2 form must be submitted **after** Part 1 approval.
- Part 2 forms should be submitted when all project-level details are known, and the participants are ready to start the project.
- Part 2 forms must provide **details about all project participants — no TBDs can be accommodated.**
- Separate Part 2 forms should be submitted to activate each project under an approved Part 1.
- Part 2 forms may be submitted at any point during the lifespan of an approved Part 1. The remaining lifespan of the Part 1 does not limit the length of projects than can be submitted—applicants may submit projects of longer duration provided all current rules for IUs with respect to intern level are followed.
- Part 2 must receive approval before the project can begin.

**** An incomplete application or a modified form (including deleting any instructions in this form) will result in a delay in the proposal evaluation process ****

1. Internship summary

1.1 IT number of approved Part 1:	IT47320		
1.2 Number of internship units (IU):			
1.3 Total funding requested for this project:			
1.4 Project title:	Trauma- and Violence-Informed Housing Responses to Intimate Partner Violence and Equity (**THRIVE**)		
1.5 Keywords: 5-10 specific keywords to identify reviewers: 50% technically related, 50% discipline-related	1. Community-based participatory research 2. Qualitative research methods 3. Thematic analysis 4. Policy analysis and evaluation 5. Knowledge mobilization and implementation 6. Gender-based violence (GBV) 7. Intimate partner violence (IPV) 8. 8. Trauma- and violence-informed care (TVIC) 9. 9. Social housing and housing policy 10. 10. Housing insecurity and homelessness prevention		
1.6 Academic discipline:	Life Sciences		
1.7 Program priority sectors:	Health	Public service, policy, and governance	Education

1.8 List of participants:

Academic Supervisor(s)	**Department(s)**	**Academic Institution**
Dr. Tara Mantler	**Faculty of Health Sciences**	**Western University**
Partner organization name(s) ***(List lead and secondary partners if applicable)***	**Contact(s)/Supervisor(s)**	**Partner legal status**
Northumberland County Housing Corporation		Select Legal Status
		Select Legal Status
		Select Legal Status
Intern(s)	**Academic Level(s)**	**Number of internship units**
Eden Hoffer	Master's	
	Select diploma or degree program	
	Select diploma or degree program	

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Do not delete any of the instructions from the form

2. Project description

2.1 Project summary (maximum 300 words)

Please provide: (1) an overview of the research problem, (2) a detailed description of the main activities of the partner organization(s) and the challenge(s) the partner(s) aim to solve through this project, and (3) an outline of the anticipated social or economic benefits of the project for the partner organization(s). This section will be used to recruit external audit reviewers (post project approval).

Gender-based violence (GBV), including intimate partner violence (IPV), is a significant public health concern that affects health, safety, and well-being. Residents of social housing often face intersecting inequities, including poverty, housing insecurity, and social isolation, increasing vulnerability and adding complexity to appropriate responses for those experiencing violence. Currently, there is limited guidance for housing providers on how to consistently and effectively respond to tenants experiencing GBV/IPV.

Northumberland County Housing Corporation provides affordable housing and given that roughly a quarter of women experience violence at some point in their lives and that violence can be a direct pathway to experiencing homelessness or housing insecurity, it can be assumed that the organization regularly interacts with tenants experiencing GBV/IPV. There currently is a lack of guidelines supporting an organization response to GBV/IPV, as well as lack of training for staff and support for tenants regarding violence. In partnership, Northumberland County Housing Corporation and Western University will explore potential guidelines/policy responses for violence as well as training and resource options for staff and tenants.

To support the creation of guidelines/policy response this project will include a scan of municipal, housing, and social service policies from other jurisdictions, as well as interviews and focus groups with housing decision-makers, caseworkers, experts, and individuals with lived experience of GBV/IPV in social housing. The latter interviews and focus groups will also be used to develop training and resources for staff and tenants. Collectively, these findings will inform the development of a GBV/IPV policy/ guideline for Northumberland County Housing Services as well as a trauma- and violence-informed training program for staff, and tenant-facing resources.

2.2 Workplan and details of internship(s) (minimum 500 words)

Describe the (1) objectives of the project, (2) specific methodologies, and (3) expected deliverables. Provide enough details so that reviewers can assess the project feasibility. If this proposal is related to any other Part 2 under the same Part 1 umbrella, we encourage you to provide details in this section.

The goal of this project is to support the development of trauma- and violence-informed policies/guidelines and training/resources that strengthen responses to GBV/IPV within Northumberland County Housing Corporation. (NCHC) This goal will be achieved through the following objectives:

- Objective 1: Understand the experiences, needs, and priorities of NCHC tenants affected by GBV/IPV, as well as the perspectives of staff and experts.
- Objective 2: Identify promising policies, practices, and training approaches related to GBV/IPV in social housing and municipal settings.
- Objective 3: Develop recommendations for a GBV/IPV policy/guideline for NCHC.
- Objective 4: Develop and pilot trauma- and violence-informed training and resource materials for staff and tenants.

Methodologies

Policy scan. The intern will conduct a jurisdictional scan of municipal, housing, and social service policies that address GBV/IPV and intersect with social housing. The scan will examine how municipalities and housing providers recognize and respond to GBV/IPV through policy statements, procedures, staff training, referral pathways, and tenant supports. Particular attention will be paid to promising practices that promote safety, equity, and trauma- and violence-informed service delivery. Findings will be synthesized to identify policy gaps and opportunities and will inform recommendations for NCHC (Objective 2).

Interviews and focus groups. The intern will facilitate interviews and focus groups and conduct a thematic analysis as part of Objective 1. There will be four participant groups:

1. Housing decision-makers and administrators of NCHC.
2. Housing caseworkers and direct service providers who interact directly with tenants.
3. Representatives from the local shelter and other GBV-serving community organizations (experts with local knowledge).
4. Individuals with lived experience of GBV/IPV living in NCHC housing.

Interviews and focus groups will be semi-structured and explore strengths and gaps in current policies and practices, barriers to responding to GBV/IPV, staff training needs, tenant resource needs, and priorities for improving organizational responses to GBV/IPV.

Thematic analysis. The intern will analyze interview and focus group transcripts to identify key themes, priorities, and recommendations. Findings will be integrated with the policy scan to generate a comprehensive understanding of organizational, community, and tenant perspectives related to GBV/IPV in social housing (Objectives 1 and 2). Findings will also be used to inform the development of TVIC training and resource materials (Objective 4).

Collaborative data analysis. Similar to the approach used in other community-engaged policy initiatives, project partners and participants will be invited to review and discuss preliminary findings from the policy scan and thematic analysis. This process will integrate knowledge with the practical expertise of housing providers, GBV service organizations, and individuals with lived experience. Collaborative analysis will improve the relevance, feasibility, and potential impact of project recommendations while ensuring that proposed policies and resources reflect stakeholder priorities (Objectives 1 and 3).

Recommendations report. The intern and research team will develop a set of recommendations for strengthening organizational responses to GBV/IPV in social housing. Recommendations will integrate findings from the policy scan, interviews, focus groups, and collaborative analysis. Draft recommendations will be reviewed by Northumberland County Housing Services, local experts (shelter partner), and selected participants prior to finalization. The final report will include a proposed GBV/IPV policy/guidelines designed to support consistent, equitable, and trauma-and violence-informed responses to tenants experiencing violence (Objective 3).

Training and resource development. Drawing on project findings, the intern and research team will co-develop a trauma- and violence-informed training curriculum for housing caseworkers and related staff. The project will also explore tenant-facing resources that provide accessible information regarding safety planning, available services, referral options, and pathways to support for individuals experiencing violence (drawing on previous resources and tools that have been developed- and tailoring as needed). Specifically, the training will address what staff should do if a tenant discloses violence and how to connect the tenant safely with resources (Objective 4).

Deliverables

- Jurisdictional scan and summary report of GBV/IPV policies and practices in housing and municipal settings (Objective 2).
- Summary report of interview and focus group findings (Objective 1).
- GBV/IPV policy/guidelines for Northumberland County Housing Services (Objective 3).
- Trauma- and violence-informed training curriculum for housing staff (Objective 4).
- Tenant-facing GBV/IPV resource materials (Objective 4).
- Final report and presentation of recommendations to project partners (Objectives 3 and 4).

2.1 Timeline

We suggest using a Gantt chart to provide a timeline showing which task will be done when by each intern to achieveT each sub-objective. Please keep the time general (e.g., month 1, month 2, etc.).

Timeline

Activity	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6
Ethics approval and project planning	X					
Policy scan	X	X				
Participant recruitment		X	X			
Conduct interviews and focus groups		X	X			
Thematic analysis			X	X		
Collaborative review of findings				X		
Development of policy/guidelines				X	X	
Development of TVIC training curriculum					X	X
Exploration of tenant-facing resources					X	X
Report writing and recommendations				X	X	X
Final report and knowledge mobilization						X

2.2 Partner interaction

Describe the activities that will be performed with the partner organization(s) (and incubator or secondary partner organization(s), if applicable). For all project partner participants, indicate (1) who the intern(s) will have direct interaction

with, (2) the partner resources provided for the project and intern(s), and (3) the partner's physical/virtual facilities (include location if physical) at which interns will be working.

The intern will meet regularly, at least once every two weeks, with the project team, including representatives from Northumberland County Housing Corporation, the local violence-against-women shelter partner, and researchers from Western University.

The intern will work directly with project partners on a range of activities, including conducting the policy scan, developing interview and focus group guides, recruiting participants, facilitating interviews and focus groups, reviewing and interpreting findings, and developing draft policy/guidelines recommendations, training materials, and tenant resources. Partners will also participate in collaborative discussions to review emerging findings and provide feedback on draft deliverables.

Northumberland County Housing Corporation will provide access to relevant policies, organizational resources, community networks, and practical expertise related to housing services. They will also provide guidance on policy/guideline development, implementation considerations, and knowledge mobilization. The intern will work primarily through Western University and virtual platforms, with access to meeting and workspace facilities at partner organizations as needed for project activities, stakeholder engagement, and dissemination of findings.

2.5 Indigenous community involvement or impact (if applicable)

Internships that involve or impact Indigenous communities must comply with the Mitacs Indigenous Research Policy. Please provide information on (1) Indigenous community support for the project, and their role in shaping its objectives & approach, (2) plans for Indigenous community access, use, and governance of resulting knowledge / data, and (3) the team's background in Indigenous research, including any planned training / mentorship the intern(s) will receive to address deficits in experience. You may also submit 1-2 letter(s) of support from Indigenous Elders, Knowledge Keepers, or Indigenous scholars who are members of the partner community / communities and possess the authority to speak on community interests.

2.6. References

List any references cited in the proposal.

3. Declarations

☐ **I confirm that I have read Mitacs' Policy on the Use of Artificial Intelligence in Proposal Development and Review**
https://www.mitacs.ca/wp-content/uploads/2025/01/Mitacs-AI-Research-Policy.pdf

3.1 Will the intern conduct any of the proposed research activities outside of the academic institution or partner premises?

☐ Yes ☒ No

If yes, please describe:

a. the location
b. the nature of the activities
c. potential impact(s) or consequences on the environment, if any
d. potential risk(s) to the intern's safety, if any
e. authorizations, permits, or licenses required to undertake the activities, if any

Please note: Mitacs may request a copy of any authorizations, permits or licenses to ensure compliance.

3.2 a. Does the proposed research involve the following?

(i) Human participants whose data, or responses to interventions, stimuli, or questions by the researcher, are relevant to answering the research question?

☒ Yes ☐ No

(ii) Secondary use of human data or health information (even if anonymized)?

☒ Yes ☐ No

b. Does the proposed research involve the following?

(i) Human biological materials, as well as human embryos, fetuses, fetal tissue, reproductive materials, and stem cells? This applies to materials derived from living and deceased individuals

☐ Yes ☒ No

(ii) Secondary use of biological materials (even if anonymized)?

☐ Yes ☒ No

If Yes was checked for any of the questions above, applicants must contact the ethics offices at all participating academic institutions to determine whether ethics clearance is required. This includes primary/secondary use of human data/biological materials owned by the partner.

Please note: Mitacs may request a copy of any authorizations, permits or licenses to ensure compliance.

3.3 Will the proposed research require the use of laboratory animals, and/or potentially impact the well-being of wild/domesticated animals?

☐ Yes ☒ No

If yes, applicants must contact the animal care committees at all participating academic institutions to determine whether any certifications/authorizations are required.

Please note: Mitacs may request a copy of any authorizations, permits or licenses to ensure compliance.

3.4 Will the proposed research require the interns to handle or be exposed to biohazards?

☐ Yes ☒ No

If yes, please check all that apply:

☐ Biohazards (e.g., viruses, bacteria, fungi, parasites, toxins, prions, zoonotic pathogens, recombinant DNA, genetically modified organisms, viral vectors, synthetic organisms, cell lines/cultures)

☐ Radioactive materials

☐ Restricted substances (e.g., cannabis)

☐ Other:

If one or more options were checked, any necessary documentation must be obtained in accordance with all participating academic institutions' policies and maintained throughout the duration of the research project.

Please note: Mitacs may request a copy of any authorizations, permits or licenses to ensure compliance.

3.5 Will the project involve the use of personal data or large datasets that could be considered sensitive (for additional information, see List 2 of Annex A of the National Security Guidelines for Research Partnerships)?

No	If **YES**, please describe: Click or tap here to enter text

3.6 Will the project involve research related to critical minerals and/or one of the critical infrastructure sectors?

No	If **YES**, please describe: Click or tap here to enter text

3.7 Will the project involve research related to goods or technology that are included on the Export Control List (ECL) of the Export and Import Permits Act (EIPA)?

Select Yes or No	If **YES**, please describe: Click or tap here to enter text

3.8 Will background intellectual property (IP) be transferred from Canadian institution(s) to the partner organization(s)?

No	If **YES**, please describe: Click or tap here to enter text

3.9 Will intellectual property (IP) arising from the project be owned by, assigned to, or licensed to the partner organization(s)?

No	If **YES**, please describe: Click or tap here to enter text

3.10 Does the project aim to advance any of the listed Sensitive Technology Research Areas (STRAs)?

Select Yes or No	If **YES**, please describe: Click or tap here to enter text

If YES to declarations 3.5 - 3.10, applicants should consider any potential research security risks associated with the nature of the proposed activities. Applicants should also consult the policies, guidelines, and requirements of their participating Canadian academic institution(s) to determine any appropriate research security risk mitigation measures based on federal and provincial government guidelines/policy statements, and to identify any necessary actions to ensure compliance with relevant government regulations and legislation (e.g., import/export laws).

3.11 Have any academic supervisors declared a Conflict of Interest (COI)* as part of this application?

☐ Yes ☒ No

If yes, please attach the appropriate documentation outlined in section 4.2.2

3.12 Have any interns declared a Conflict of Interest (COI)* as part of this application?

☐ Yes ☒ No

If yes, please attach the appropriate documentation outlined in section 4.3.2

4. Participants

4.1. Partner Organization(s):

4.1.1. Partner Organization Profile

Partner Organization # #

Legal business name (*required*)**:** A legal name is what has been registered with the Government of Canada (e.g., Mitacs Inc.)	Northumberland County Housing Corporation
Operating name (if different from legal business name)**:** An operating name is what is used in day-to-day activities and advertising (e.g., Mitacs)	Northumberland County Housing Corporation
Date of incorporation (if applicable):	Dec-00
Address:	555 Courthouse Rd *Street number and street name* Cobourg,Canada, Ontario K9A 5J6 *City, country, province, and postal code*
Website:	https://northumberland.ca/services/housing-and-shelter/northumberland-county-housing-corporation/
Partner size (number of employees)**:**	1-49 Exact number (if under 50): Enter # of employees
Partner size (number of employees) in Canada:	1-49 Exact number (if under 50):
Is your organization:	A parent company? No A subsidiary? Yes If **YES** to either of the above, please provide the information that applies below: • Main subsidiaries • Name of the parent company/holding company • City and country where the headquarters of the parent company/holding company are located The Corporation of the County of Northumberland
Does the organization have an **R&D department in Canada**?	No

	If **NO**, does it undertake R&D on the organization's premise? No
Number of R&D staff:	0
Legal status:	Select Legal Status
	IF not-for-profit Canadian corporation**:** Social Welfare Organisations
Attestation for for-profit company partners:	This for-profit company receives less than 50% of its funding from government aid? *Government aid means grants, operating funds received from the government, etc., but does not include revenue from sales to the government as a customer.* Select Yes or No
NAICS code (*required*)**:** Click here for a list of North American Industry Classification System codes	624 - Social assistance
Is this the **first time the partner has collaborated** with the academic institution?	Yes
Is this the **first time the partner has collaborated** with the academic supervisor?	Yes
Are the funds that will be sent to Mitacs sourced from federal government aid? *Government aid means grants, operating funds received from the government, etc., but does not include revenue from sales to the government as a customer.*	No
Are the funds that will be sent to Mitacs sourced from provincial government aid?	No
Are the funds that will be sent to Mitacs sourced from municipal government aid?	No
Are the funds that will be sent to Mitacs already used to meet matching requirements for a federal program?	No If you have responded **YES** to the question above, please provide details: Enter a detailed description

4.1.2. Partner Organization Contacts

Contact name:	T.J. Flynn
Position:	General Manager
Department:	Community & Social Services

Phone:	905-396-0855
Email:	flynnt@northumberland.ca

4.1.3. Partner Organization Invoicing Information

- Partner contributions must be received by Mitacs BEFORE any funds are awarded to the academic institution.
- Costs can only be incurred after research approval of the proposal and the receipt of the partner funds at Mitacs.
- Please note that the financial contribution of organizations with permanent establishments in Canada may be subject to any applicable Goods and Services Tax (GST), Harmonized Sales Tax (HST) and/or Quebec Sales Tax (QST) (collectively VAT).
- Mitacs will not send invoices for to be determined (TBD) internship units.

4.1.3.a. Partner Organization Invoicing Contact

Billing Legal Business name Only needed if Parent company will be issuing the payment and the name differs from section 4.1.1	Corporation of the County of Northumberland
Billing contact name:	Genny Hoskin
Billing Address (invoicing partner):	555 Courthouse Rd
Billing City, province, country, postal code:	Cobourg, ON, Canada, K9A 5J6
Billing phone number:	905-372-3329
g email address:	apinvoices@northumberland.ca
Accounts payable email address:	apinvoices@northumberland.ca

Invoice schedule preference: The partner can request to be invoiced by term, annually, or in one payment	One payment
Is there a **P.O. required?**	Yes If **YES**, please provide the PO number: TBD – vendor forms to be returned
Does the partner organization hold **tax exemption status?**	No If **YES**, please attach proof of tax exemption with your application
Other invoicing instructions: For example, additional billing contact names, email addresses, etc.	Click or tap here to enter text.

4.1.3.b. Provision of Research Funds to the Partnering Academic Institution

i) Have these **funds been sent to the academic institution** that you will be partnering with in this proposal?	Select Yes or No If **YES**, please provide details: Enter a detailed description
*If **Yes** to i) above*:	Select Yes or No

ii) Is there a **research agreement in place with the academic institution** that governs the use of these partner funds and will require consent to divert the funds to Mitacs? If **YES,** please speak with your Mitacs Advisor. You may need to fill out the *Cash Flow Statement and Certificate* document and submit that document with your completed application. If **NO,** please note that signing of the Memorandum (Section 6) hereby acts as consent from the partner organization for the university to send the funds from the academic institution to Mitacs and that the ORS/UILO or equivalent agrees to send these funds to Mitacs.	
*If **Yes** to i) above*: iii) Is the **GST or HST, and QST** (if applicable) to be included with the invoice to the academic institution? If **NO**, tax(es) will be invoiced directly to the partner organization.	Select Yes or No

4.1.3.c. **Invoicing Academic Institution Contact** to receive Mitacs invoice

*Required only if research funds have been sent to the academic institution as per **Section 4.1.3.b.***

Name:	Name
Department:	Department
Email:	Email

To describe any additional or secondary partner organizations, copy & paste sections 4.1.1.-4.1.3. as necessary:

4.2. Academic Supervisor(s):

Academic Supervisor #

4.2.1. Academic Supervisor Profile

Name:	Dr. Tara Mantler
Academic institution:	Western University
Faculty:	Faculty Name
Department:	Department Name
Phone:	Phone Number
Permanent email:	Permanent Email
Alternative email:	Alternative Email
OPTIONAL Please include any additional administrative personnel to be copied on project outcome and award letters.	
Name:	Full Name
Email:	Email

4.2.2. Academic Supervisor Conflict of Interest Declaration:

a. Do you have any current or previous relationships, ownership, influence, positions (whether salaried or not) or circumstances with the partner organization or other program participants that could contribute to a conflict of interest, or to the appearance of a conflict of interest? Please refer to the Mitacs Conflict of Interest Policy.

No

b. Have you disclosed a conflict of interest pertaining to this Mitacs application to your academic institution in accordance with your academic institution's conflict of interest policies?

No

If **YES** to either of the above, please provide a copy of your approved academic institution's conflict of interest declaration, or Mitacs's Academic Institution Acknowledgement form, with your application. The documents must contain confirmation that your academic institution is aware of the potential conflict of interest, describe the nature of the conflict, and detail any measures in place to manage the conflict.

Generally, Mitacs accepts the mitigation measures put in place by your academic institution. If your academic institution's mitigation measures include the appointment of an independent administrator, please also complete the Independent Administrator profile for Accelerate.

In some instances, Mitacs may require additional mitigation measures to what was put in place by your academic institution. If required, Mitacs will communicate this to you alongside the outcome letter for your application or through your Mitacs Advisor.

4.2.3. Academic Supervisor Policy on Sensitive Technology Research and Affiliations of Concern Declaration:

a. Are you currently affiliated with, or in receipt of funding or in-kind support from any of the listed Named Research Organizations (NROs)?

No

Any applicant who is currently affiliated with, or in receipt of funding or in-kind support from one or more of the institutions on the list of NROs is not eligible to participate in a Mitacs-funded project involving research that aims to advance a Sensitive Technology Research Area (STRA).

Mitacs will also screen a sample of applications, selected at its sole discretion, and validate the accuracy of the completed declarations. Mitacs reserves the right to decline funding, at any point, for a project that advances a sensitive technology research area because of affiliations of concern.

For any additional academic co-supervisors, copy and paste sections 4.2.1 to 4.2.3 below:

4.3. Intern(s) Identified:

4.3.1. Intern #[insert intern # or subproject identifier] Information

Please note: *Mitacs will invite interns to complete a self-identification data collection form by email. Collection of this data is a mandatory requirement for our funders, which helps to secure continuous funding for our programs.*

Family Name(s):	Hoffer	**First Name(s):**	Eden
Middle Name(s):	Enter name here	**Preferred Name:**	Enter name here

Diploma or degree program during internship:	PhD
Expected month/year of graduation: If intern is a postdoctoral fellow or recently graduated, indicate the month/year diploma or degree was obtained	Aug-27
Will the intern be **transferring to a new degree part-way through internship?** For example, MSc to PhD or Undergraduate to a recent graduate from an undergraduate program	No
	If you responded **YES** to this question, complete the following questions: a. What is the **diploma or degree post-transition?** Select diploma or degree program b. **What is the expected month/year of graduation** if enrolled in new graduate degree or effective date if becoming a recent graduate? mm-yy
Academic institution during internship:	Western
Department:	Faculty of Health Sciences; Faculty of Information and Media Studies
Phone:	647-928-5059
Permanent phone number:	647-928-5059
Permanent email:	Ehoffer3@uwo.ca
Alternative email:	Alternative email
Citizenship:	Canadian *If Foreign, please indicate citizenship*: Citizenship
Will this intern **conduct any internship units at a partner organization outside of Canada?**	No

4.3.2. Conflict of Interest: Do you have any current or previous relationships, ownership, influence, positions (whether salaried or not) or circumstances with the partner organization or other program participants that could contribute to a conflict of interest, or to the appearance of a conflict of interest? Please refer to the Mitacs Conflict of Interest Policy.	No If **YES** to the above, please complete the Mitacs Intern Eligibility and Conflict of Interest Declaration Form and send it to your Mitacs Advisor for review **BEFORE** submitting your application. If you are applying for **Accelerate Entrepreneur**, please complete the Mitacs Accelerate Entrepreneur COI Declaration Form

4.3.3. Intern Policy on Sensitive Technology Research and Affiliations of Concern Declaration

Are you currently affiliated with, or in receipt of funding or in-kind support from any of the listed Named research Organizations (NROs)? Any applicant who is currently affiliated with, or in receipt of funding or in-kind support from one or more of the institutions on the list of NROs is not eligible to participate in a Mitacs-funded project involving research that aims to advance a Sensitive Technology Research Area (STRA). Mitacs will also screen a sample of applications, selected at its sole discretion, and validate the accuracy of the completed declarations. Mitacs reserves the right to decline funding, at any point, for a project that advances a sensitive technology research area because of affiliations of concern.	No

For any additional interns copy and paste Section 4.3 below:

5. Suggested reviewers

Projects approved by Mitacs will be subject to a quality assessment by external reviewers. Provide the names and contact information of at least **three arms' length** reviewers. Note that the reviewers will be contacted for the quality audit phase after the decision has been communicated.

An arms' length reviewer must:

- Be a recognized expert in the research topics and technical aspects covered by the proposal; have relevant research & development background in the industry or socio-economic sector of the proposal; be involved with teaching/learning and designing academic program curriculums
- NOT be from the same academic institution as the academic supervisor(s); and
- NOT have any collaboration with the intern(s) or the academic supervisor(s) or the partner(s) during the past five (5) years or planned for the near future.

Reviewer 1:

Name:	
Affiliation:	
Department (if applicable):	
Email:	

Reviewer 2:

Name:	
Affiliation:	
Department (if applicable):	
Email:	

Reviewer 3:

Name:	
Affiliation:	
Department (if applicable):	
Email:	

Potential reviewer conflicts of interest

*** *OPTIONAL* *** Please list reviewers you would prefer Mitacs not to contact as part of this process, if applicable.

Name:	
Academic institution / Research group:	

Name:	
Academic institution / Research group:	

6. Mitacs Accelerate Memorandum

The participants listed below confirm that the information presented accurately reflects their intention to apply to the Mitacs Accelerate program. The participants have also agreed to set in place an internship based upon the attached proposal. The participants acknowledge that they have read, understood, and agreed to abide by and uphold the project responsibilities applicable to each of them, available for reference at Boost Innovation with Research-Based Internships - Mitacs Accelerate, which include and are not limited to the following: It is understood that the partner organization contribution shall be provided to Mitacs Inc. in Canadian dollars prior to commencement of the internship; in the event that the partner organization funds are at the academic institution, the academic institution shall forward these funds to Mitacs. Upon research approval and the receipt of the partner funds at Mitacs, Mitacs shall forward the funds to the Canadian academic institution as a research grant to the Canadian academic supervisor, and the internship stipend/salary will be paid to the student by the academic institution from the grant. Costs associated with this proposal as outlined in the budget can only be incurred after research approval of the proposal and the receipt of the partner funds at Mitacs.

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. All undersigned parties agree that they are responsible for ensuring that they have appropriate insurance and meet any institutional policies regarding health, safety, and travel preparation requirements. All parties also agree that the intern will provide Mitacs with a final report and that all participants will complete an exit survey within one month of project completion.

For projects involving international travel: In acknowledging that international exposure can greatly enhance an intern's learning and experience, Mitacs will approve international travel provided that participation does not impact the safety and security of the intern and meets the policies outlined by the home academic institution. By signing this memorandum, you are acknowledging that the home academic institution agrees to assist the intern in meeting all academic institution requirements pertaining to research abroad and that the intern understands that he/she is responsible for obtaining insurance appropriate for the travel destination. Participants in projects involving international travel acknowledge that additional project responsibilities apply to each of them, available for reference at Boost Innovation with Research-Based Internships - Mitacs Accelerate. Participants in projects involving international travel also acknowledge that the internship cannot begin and funds cannot be released until Mitacs receives the signed International Pre-Departure Form and Code of Conduct and Ethics forms.

All parties involved with Mitacs Accelerate are bound by the standard intellectual property (IP) terms of the academic institution where the intern is enrolled; except where IP is covered by separate agreements to which the academic institution(s) and the partner organization are parties and that are active during the dates of the internship. By signing this memorandum, if you have separate agreements covering IP between you and the academic institution, you are acknowledging that you are bound by their specific terms and conditions. Otherwise, if you don't have separate agreements, you are bound by the standard IP terms of the academic institution, and by signing this memorandum you agree to the terms of the academic institution where the intern is enrolled. Institution-specific IP policies regarding Accelerate internships can be found at Boost Innovation with Research-Based Internships - Mitacs Accelerate.

The participants also agree that Mitacs will post the title of the project, the summary, the name of the partner(s) organization(s), the name of the intern(s), the name of supervisor(s) and the involved academic institution on Mitacs Project Delivery Completed Projects - Mitacs and that this information may be used by Mitacs to publicize Mitacs Accelerate. Mitacs Privacy Policy can be found at Mitacs Policies: Corporate and Program Guidelines - Mitacs.

Part 2s approved by Mitacs will be subject to a quality assessment. This will include considering reviews for each accepted project, which will be completed by Mitacs-selected independent experts. When the quality assessment is satisfactory, projects may continue to be submitted through the streamlined review process to activate additional internship units. If challenges are identified, Mitacs will follow up with the holder(s) of the Part 1 to help resolve any issues. If the quality assessment is unsatisfactory, Mitacs may, at its sole discretion, cancel the streamlined review for additional internship units and applicants will instead be invited to submit additional projects through the standard Accelerate submission process.

Internship participants (intern, academic supervisor, and partner) further agree to the following addendum(s):

If applicable, enter relevant addendums here

Mitacs does not require, inspect, or enforce any additional terms as outlined by participants in the above addendum.

7. Participant signatures

Please sign, scan, and save in PDF format. Typed signatures will not be accepted. E-signature or signature images are preferred.

7.1 Intern:

Name:	Eden Hoffer	
Department:	Faculty of Health Sciences; Faculty of Information and Media Studies	
Academic institution:	Western University	
	For interns participating in the Indigenous Pathways program: [☐] The intern self-identifies as an Indigenous person.	
Signature:		Date: November 16th, 2026

7.2 Academic supervisor:

Name:	Tara Mantler	
Department:	Faculty of Health Sciences	
Academic institution:	Western University	
Signature:		Date:

7.3 Partner organization:

Name:	
Department:	
Title/position:	
Organization:	
Total financial commitment:	$
	The partner organization commits to the funding contribution specified directly. These are key conditions of the application and by signing this proposal below, the partner organization agrees to these conditions. Please note that the financial contribution of organizations with permanent establishments in Canada may be subject to any applicable Goods and Services Tax (GST), Harmonized Sales Tax (HST) and/or Quebec Sales Tax (QST) (collectively VAT).
	For partner organizations participating in the Indigenous Pathways program, check any that apply: • [☐] The partner organization is a for-profit organization with self-identifying Indigenous persons (First Nations, Métis, or Inuit) who hold 50% or greater ownership shares • [☐] The partner organization is a not-for-profit organization with board membership consisting of 50% or greater self-identifying Indigenous persons (First Nations, Métis, or Inuit) • [☐] The partner organization is an Indigenous Government or Indigenous Government owned entity (First Nations, Métis, or Inuit) • [☐] The intern assigned to the project must be a self-identifying Indigenous person (First Nation, Métis, or Inuit)
Signature:	Date:

7.4 Umbrella lead or representative of umbrella holder (from the Part 1):

Name of lead or representative:		
Umbrella holder:		
Signature:		Date:

7.5 Office of Research Services Representative or equivalent:

By signing, the ORS or equivalent is confirming that academic supervisor(s) can hold Tri-Agency funds.

Name:		
Title/position:		
Academic institution:		
Signature:		Date:

For any additional participants include corresponding details and signature line below:

Appendix A – Accelerate Intern Consent Form

USE AND DISCLOSURE OF PERSONAL INFORMATION PROVIDED TO MITACS

A.1. All personal information collected is subject to privacy legislation and Mitacs Privacy Policy for Program Participants. For a description of Mitacs's commitment to protecting the personal information provided by program applicants, please see http://www.mitacs.ca/en/privacy-policy.

A.2. All the information supplied in this application will be made available to Mitacs staff responsible for managing the application, for activities including identifying appropriate peer reviewers, administering and monitoring awards, compiling statistics, and evaluating the program.

A.3. Information supplied in this application will be made available to internal and/or external reviewers, being composed of experts recruited from the academic, public, and private sectors. All reviewers are required to commit to keep the application information confidential.

A.4. Contact information in this application may be used by Mitacs staff to contact you in the future for:

- **a.** Invitations to be profiled in stories or news items, to speak at or attend events, to provide a spotlight story and/or blog post
- **b.** Communications about opportunities for Mitacs alumni; and
- **c.** Research surveys for Mitacs alumni

You will have the opportunity to unsubscribe from emails sent to you, once all commitments regarding the internship that is the subject of this application are complete.

A.5. Your name, academic institution and department, and the title of your project may be provided to the federal, provincial/territorial, and academic institution funders of the Accelerate program, to:

- **a.** Enable Mitacs to report on funding contract commitments; and
- **b.** Allow the funders to evaluate the program.

Additional information, such as passport numbers and dates of birth, may be provided to the international funders of the program (if applicable), for adjudication and reporting purposes.

A.6. Your name, contact information, and other personal information as required may be provided to the academic institution(s) participating in the internship to enable the academic institution(s) to manage the award, to sign off on the pre-departure form (if applicable), and for reporting purposes.

I, the undersigned, do hereby give CONSENT to the use and disclosure of the information contained in my application for the purposes described above.

Eden Hoffer		2026/11/16
Intern name	**Signature**	**Signature Date**

Appendix C – Drop-down list options

Please delete if not applicable

Please refer to the drop-down list of the section and type the corresponding answer in the space provided.

1.6. Academic discipline:

- Business
- Computer science
- Earth sciences
- Engineering
- Life sciences
- Mathematical
- Social sciences, Arts & Humanities
- Physical sciences

1.7. Project priority sectors:

- Advanced manufacturing
- Aerospace
- Agriculture and food
- Aquaculture and fishing
- Artificial intelligence and Big Data Technology
- Automotive
- Biomanufacturing
- Biotechnology
- Clean technology
- Construction and Housing
- Cyber Security
- Education
- Energy and utilities
- Entertainment and Digital media
- Environmental Science and Sustainability
- Finance and insurance
- Forestry
- Ground Transportation
- Health
- Indigenous innovation
- Information and Communication Technology
- Life sciences (not health)
- Marine and Ocean Technology
- Nanotechnology
- Oil and Natural gas
- Pandemic Preparedness and Emergency Response
- Pharmaceuticals
- Public service, Policy, and Governance
- Quantum Science and Technology
- Robotics
- Social Innovation
- Tourism
- Water

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1.8. List of participants:

Partner legal status:
- For-profit corporation
- Crown corporation
- Not-for-profit Canadian corporation
- Hospital
- Municipality

Academic level:
- College
- Undergrad
- Master's
- PhD
- PDF
- Recent grad - College
- Recent grad - Undergrad
- Recent grad - Master's
- Recent grad - PhD
- Other

4.1. Partner organization:

Partner size (No. of employees):
- 1 to 49
- 50 to 99
- 100 to 499
- 500 to 999
- 1,000 and higher

Parent company?
- Yes
- No

Subsidiary?
- Yes
- No

R&D department?
- Yes
- No

If no, does it undertake R&D on premise?
- Yes
- No

Legal status:
- For-profit Canadian corporation
- Crown corporation
- Not-for-profit Canadian corporation
- Hospital
- Municipality

If NFP:
- Charitable organization
- Economic development organization
- Health organization
- Industry association
- Social welfare organization
- Other

First-time collaboration with academic institution?
- yes
- no

4.1.3.a. Partner Organization Invoicing Contact

Invoice schedule preference:
- By term
- Annually
- One payment

Invoicing partner address:
- Address same as filled in Section 4.2

4.3 Intern(s) identified: Eden Hoffer

4.3.1. Intern information:

Full-time diploma or degree program at the start of the internship
- College
- Undergrad
- Master's
- **PhD**
- PDF
- Recent graduate
- Other

If applying for a recent graduate internship, select the most recent diploma or degree obtained
- Recent grad - College
- Recent grad - Undergrad
- Recent grad - Master's
- Recent grad - PhD

Citizenship:
- **Canadian**
- Canadian permanent residence
- Foreign

Will this intern conduct any internship units at a partner organization outside Canada?
- yes
- **no**