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Graduate Fellowships in Entrepreneurship and Innovation

Guidelines

**Faculty of Engineering
University of Ottawa**

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INTRODUCTION

The Graduate Fellowships in Entrepreneurship and Innovation (GFEI) in the Faculty of Engineering are one of three initiatives that benefit from the financial support of the Faculty's Entrepreneurship and Innovation Endowment Fund (EIEF) established in 2007. The terms of reference of the EIEF stipulate that:

'The Faculty of Engineering will establish Entrepreneurial Fellowships at the graduate level to students pursuing masters or doctoral programs that focus on the design of innovative technologies or products. These prestigious fellowships will encourage students to view their graduate thesis as an opportunity to include business, product development, marketing, or entrepreneurship components.'

The GFEI are intended to encourage students to expand and broaden the scope of their thesis research work to incorporate business-related considerations in addition to scientific and technical aspects. This document outlines the guidelines that govern the allocation of the GFEI.

1. ELIGIBLE STUDENTS

To be eligible, students have to be enrolled in one of the Faculty's thesis-based graduate programs at the masters (M.A.Sc.) or doctoral level (Ph.D.).

2. REGISTRATION

Eligible masters or doctoral students shall submit proposals to the graduate chairs in charge of their programs no later than one (1) or two (2) years prior to the expected completion date of their graduate program respectively. These proposals shall include the name of the student, his or her general area of research within the scope of his or her M.A.Sc. or Ph.D. program, a general description of the expected results and outcomes, and the specific components (e.g. business plan, marketing, product development, etc.) that they wish to be considered for the GFEI awards.

Graduate Chairs shall forward proposals to the Office of the Vice-Dean, Research and Development as they are received. On any given year, only the proposals received on or before January 1 shall be considered for the purpose of awarding the GFEI. Participating students refine their proposals during the period January to March and submit the final version of their project no later than March 31.

3. PROJECT EVALUATION

3.1 Evaluation committee

An evaluation committee (the Committee) chaired by the Vice-Dean, Research and Development shall be struck every year for the purpose of evaluating the participating students and award the GFEI. The Committee will include faculty members (from the Faculty of Engineering and from the School of Management) as well as technological entrepreneurs or professionals from outside the University of Ottawa.

3.2 Evaluation procedure

The Committee evaluates the final written projects submitted by the candidates. Candidates are also required to prepare and deliver an oral presentation of their project to the evaluation committee within the scope of a presentation session open to the public. These evaluations take place during the month of April and the decisions of the Committee are provided in early May.

The evaluation of the written proposals and that of the oral presentations shall have equal weights in the final assessment of the projects. The decisions of the Committee with respect to the final assessment of the projects shall be final.

3.2.1 *Expected deliverables for the GFEI awards*

The expected deliverables and the evaluation criteria for the GFEI awards will be made available in September, 2007.

4. AWARDS

Each year, three fellowships shall be presented to one doctoral and two masters students as determined by the Committee. The value of the monetary awards shall be as follows:

- One (1) Ph.D. award: \$15,000
- Two (2) M.A. Sc. awards: \$9,000 each

The awards are presented in the form of one-time graduate fellowships.

The Faculty shall appropriately promote the winning students and their projects within and outside the University.

5. MENTORING AND FINAL REPORTING

It is expected that participating students will seek the involvement of mentors (e.g. professionals, faculty members, etc.) to guide and support them with respect to the components of their projects related to the GFEI awards. Participating students will also be encouraged to enter external entrepreneurship competitions (e.g. Student Technology Venture Challenge).

At the end of their program of study, the recipients of the GFEI shall submit a progress report to the Committee that addresses the specific components that were covered in their proposals for GFEI awards.

Additional information with regards to mentoring and support services that will be made available to students registered for the GFEI awards will be provided in September, 2007.

6. MODIFICATIONS TO THE GUIDELINES

The Committee and the Faculty shall have the power to amend these guidelines as required.