**APPLICATION TEMPLATE: CENTRAL VIRTUAL LEARNING PLATFORM**

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| Project Title |  |
| Project Description  150 words max. |  |
| Project Lead  Main point of contact for project reporting and communications | First name, Last name:  Title:  Institution:  Email:  Phone number: |
| Lead Institution |  |
| Collaborators  If applicable, list all institutions, organizations and/or departments |  |
| Project Stage  If your project is already in underway, please indicate (in %) approx how much of the project has already been completed | (if blank, we will assume the project has not started) |
| Previous VLS Application  Did you apply for VLS funding for this project? If yes, please include the project confirmation code that was emailed to you (e.g. INST-123) |  |

2 PAGE MAXIMUM FOR ALL SUBMISSIONS

Please outline each role required for the project, and identify if the role is to be performed by Institution staff (at the Institutions expense) or is a CVLP support request (at eCampusOntario’s expense) If a project role is being performed by the institution but also requires CVLP support, please separate out these project roles.

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| Project Role/Title | Description of Activity  (include all directly related project roles) | Estimated Hours (total project hours for each role) | Provided by Institution | Requested from CVLP |
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|  | Estimated Total Hours  Indicate total project hours  (incl. completed hours) provided by Institution  and requested CVLP total hours |  |  |  |

As noted above, it is expected that institutions will provide a substantial portion of project resources, with CVLP providing support in the form of key role(s) that would otherwise prevent the project from proceeding. Institutional contribution to the project is a key consideration for the ‘Impact’ criteria, as projects will be evaluated on the value of project output in relation to the CVLP contribution.

As an example, a project requesting 20% of total project resources from CVLP to produce one online course (with the institution providing the remaining 80%) would receive a higher impact score than a similar project where the CVLP request was for 50% of total project resources.

**Additional Project Requirements:**

Acknowledgement of Provincial Funding: Acknowledge Government of Ontario and eCampusOntario in all communications regarding the project. Digital Standards: All applications will prioritize use of tools and technology that are compliant with appropriate standards for openness and interoperability to support adoption and adaptation across multiple platforms that include W3C standards. Applicants will also prioritize use of tools and technology that demonstrate user-centered design; continuous evaluation and improvement; effective use of data; protection of security; and privacy of personal information. Accessibility: All content produced under this initiative must be in accessible formats in accordance with the requirements of the [**Accessibility for Ontarians with Disabilities Act, 2005 (Ontario)**](https://www.ontario.ca/laws/statute/05a11). Adherence to Applicable Laws: All products must be in compliance with all applicable legislation, including the Copyright Act (Canada)