



## **GEEK Application Process 2019**

Application to the GEEK program is a two-stage process.

### **1) Letter of Intent (LOI)**

Organizations working in Ontario are invited to submit a Letter of Intent (LOI) for their brain and/or mental-health related program.

Calls for LOIs will open Wednesday, August 14<sup>th</sup>, 2019. The deadline to submit an LOI is Friday, September 27<sup>th</sup>, 2019.

LOIs will be internally reviewed by the OBI Review Committee made up of OBI staff. Applicants of the top rated LOIs will be invited to submit a full application.

#### Information Webinar

OBI will host an information webinar at 12 PM (noon) Tuesday, September 10<sup>th</sup>, 2019. The webinar will include an overview of the program and an opportunity for potential applicants to ask program- and LOI-related questions. Visit [www.braininstitute.ca/geek](http://www.braininstitute.ca/geek) for details on how to access the webinar.

### **2) Full Application and Interview**

Successful LOI applicants will be informed of the decision by October 18<sup>th</sup>, 2019 and invited to complete a full application by December 20<sup>th</sup>, 2019.

The full application requires an evaluation plan and budget. The evaluation plan must be completed in collaboration with an evaluator. OBI can match you with an evaluator and cover the costs of the evaluator to support you in developing an evaluation plan. All applicants who submit a full application will also be invited to interview.

Applications and interviews will be reviewed by the GEEK External Advisory Committee, and final selection of applicants for the program will be made by OBI with recommendation from the External Advisory Committee.



## Application Timeline

Date	Event
Wednesday, August 14 <sup>th</sup> , 2019	Open call for LOIs
Friday, September 27 <sup>th</sup> , 2019	LOI deadline
Friday, October 18 <sup>th</sup> , 2019	Review of LOIs by OBI staff Invitations for full applications
Friday, December 20 <sup>th</sup> , 2019	Full application deadline
Monday, January 20 <sup>th</sup> , 2020	Interviews with External Advisory Committee
Monday, January 27 <sup>th</sup> , 2020	Notification to successful applicants
March 2020	Start of GEEK program