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**Research and Workplace Innovation Program  
"RWIP"**

*Funding Occupational Training and Education and Innovative Workplace Solutions*

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**Criteria for Evaluation of  
2020 RWIP Applications**



<b>Dimension 1: Importance and Relevance to the WCB and the Workplace</b>				
<b>Criteria</b>	<b>3.0 - 4.0 (High to Excellent)</b>	<b>2.0 - 2.9 (Adequate to Good)</b>	<b>1.0 - 1.9 (Needs Revision)</b>	<b>0.0 - 0.9 (Seriously Flawed)</b>
The issues addressed are significant enough to warrant WCB investment.	Very Relevant; Extremely Important	Relevant; Important	Somewhat Relevant; Somewhat Important	Neither Relevant nor Important
The application demonstrates the potential to positively impact workplace health and safety activities.	Very Strong Impact	Impact	May Impact	Not Likely to Impact
The project's activities comply with and are consistent with the provisions of <i>The Workplace Safety and Health Act</i> .	Very Consistent	Consistent	Some Consistency	Not Consistent
Project results and outcomes will be relevant in the short and long term. The project has the support of end-users in the workplace.	Strong Support Short & Long Term	Support Short & Long Term	Little Support; Little Longevity	No Support or Longevity
There is a plan to continue and sustain the project in the workplace after WCB funding.	Committed Plan	Reasonable Plan	Some Plan	No Plan



<b>Dimension 2: Project Management and Risk Assessment</b>				
<b>Criteria</b>	<b>3.0 - 4.0 (High to Excellent)</b>	<b>2.0 - 2.9 (Adequate to Good)</b>	<b>1.0 - 1.9 (Needs Revision)</b>	<b>0.0 - 0.9 (Seriously Flawed)</b>
<p>There is a comprehensive, reasonable and achievable work plan to achieve project goals within a realistic timeframe.</p> <p>The project's work plan is ...</p>	Extremely Well-Developed; Realistic Timeframe	Fairly Well-Developed; Realistic Timeframe	Reasonably Developed; Questionable Timeframe	Vague and Inadequate; Unlikely Timeframe
<p>Critical milestones are identified to ensure completion within the specified time.</p> <p>The likelihood that the project will be successful and completed within the proposed timeframe ...</p>	Extremely Likely	Likely	Uncertain	Unlikely
<p>The risk assessment identifies and describes potential risks, adequately assesses each risk and provides measures to mitigate each risk.</p> <p>The proposed alternative approaches are practical and achievable and will not derail the project.</p> <p>The project's risk assessment is ...</p>	Thorough and Practical	Identifies Some Obstacles; Provides Workable Alternatives	Inadequate Consideration of Potential Risks	No Risk Assessment Provided



<b>Dimension 3: Project Budget</b>				
<b>Criteria</b>	<b>3.0 - 4.0 (High to Excellent)</b>	<b>2.0 - 2.9 (Adequate to Good)</b>	<b>1.0 - 1.9 (Needs Revision)</b>	<b>0.0 - 0.9 (Seriously Flawed)</b>
The project's resource requirements are well thought out and thoroughly described with clear justification for each budget item. <i>(Resources include human, physical, financial, and technological).</i>	Thorough; Very Clear	Complete; Clear	Weak; Incomplete	Extremely Weak or Missing
There is some financial and in-kind support from the stakeholders, employer and other workplace parties.	Significant Financial & In-Kind Support	Either Financial or In-Kind Support	Minimal Financial or In-Kind Support	No Financial or In-Kind Support
Project costs are reasonable and do not include salaries or benefits to back fill positions left vacant by existing employees participating in the project. However, salaries for a new position created expressly for the purposes of the project or fees for consultants who are engaged to manage the project are acceptable budget items.	Very Reasonable	Acceptable	Questionable (High or Low)	Unreasonable (High or Low)
There is no duplication or overlap in funding.	No Duplication	Little Duplication	Some Duplication	Clear Duplication
There is a clear link between budget line items and the project's work plan.	Clear Link	Some Question	Quite Unclear	Unclear
<i>Only consider if the project budget includes capital expenditures that amount to more than 10% of the total budget.</i> Is/Are the expenditure relevant to the success of the project and the equipment will be utilized after the project has been completed.	Very Relevant; Useful Post-Project	Somewhat Relevant; Some Use Post-Project	Not Too Relevant; Little Use Post-Project	Not Relevant; No Use Post-Project



<b>Dimension 4: Expertise of Project Team</b>				
<b>Criteria</b>	<b>3.0 - 4.0 (High to Excellent)</b>	<b>2.0 - 2.9 (Adequate to Good)</b>	<b>1.0 - 1.9 (Needs Revision)</b>	<b>0.0 - 0.9 (Seriously Flawed)</b>
The project team has been clearly identified and has the skills to successfully undertake the project.	Exceptional Knowledge	Knowledgeable	May Need to Engage External Advisors	Will Need to Engage External Advisors
The project leader and/or team members have experience managing projects of a similar size and scope.	Successfully Managed	Managed	May Have Managed	Never Managed
<p>The project leader has the knowledge, expertise and experience to undertake and bring this project to a successful conclusion.</p> <p>The project leader and project team demonstrate they have the knowledge, experience and credentials in occupational health and safety, injury prevention, RTW, and treatment of occupational illnesses.</p> <p>There is relative confidence that the project leader/team's background, experience and expertise will ensure the project will be completed successfully.</p>	Highly Confident	Reasonably Confident	Not Very Confident	Not At All Confident



<b>Dimension 5: Develops Capacity in Occupational Health and Safety</b> <i>(Training and Education Applications Only)</i>				
<b>Criteria</b>	<b>3.0 - 4.0 (High to Excellent)</b>	<b>2.0 - 2.9 (Adequate to Good)</b>	<b>1.0 - 1.9 (Needs Revision)</b>	<b>0.0 - 0.9 (Seriously Flawed)</b>
<p>The project has the potential to develop and expand capacity in occupational health and safety (OHS), injury prevention, return to work (RTW), and treatment of occupational illnesses.</p> <p>The project's overall contribution to developing and expanding training and education is considered ...</p>	Significant Contribution	Reasonable Contribution	Little Contribution	No Contribution
<p>The project will address gaps in the delivery of Training and Education.</p> <p>The project will have minimal duplication or overlap of the subject matter or core content to other educational or training programs or services.</p>	None - Training is Innovative/New	Little to No Overlap	Some Overlap	Clear overlap or duplication
<p>The application is comprehensive and thorough providing a clear description of the resource requirements for the Training and Education program/activity and includes:</p> <ul style="list-style-type: none"> <li>• Program/activity structure</li> <li>• Design</li> <li>• Delivery, and</li> <li>• Resource requirements</li> </ul> <p>The overall quality of the application is considered ...</p>	Very high	Good	Concerning	Very Concerning
<p>The project's outcomes will be practical and concrete.</p> <p>The project includes provision for knowledge transfer and information sharing of results.</p> <p>Overall, the project's outcomes and KTE plan are ...</p>	Very Clear and Comprehensive	Reasonably Clear and Comprehensive	Not Very Clear or Comprehensive	Not at All Clear or Comprehensive



<b>Dimension 5: Innovation and Knowledge Transfer</b> <b>(Workplace Innovation Applications Only)</b>				
<b>Criteria</b>	<b>3.0 - 4.0</b> <b>(High to Excellent)</b>	<b>2.0 - 2.9</b> <b>(Adequate to Good)</b>	<b>1.0 - 1.9</b> <b>(Needs Revision)</b>	<b>0.0 - 0.9</b> <b>(Seriously Flawed)</b>
<p>The project is clearly innovative.</p> <p>Definitions:</p> <ul style="list-style-type: none"> <li>• “The act of introducing something new” (The American Heritage Dictionary)</li> <li>• “A new idea, method or device” (Webster Online)</li> <li>• “Change that indicates a new dimension of performance” (Peter Drucker)</li> </ul> <p>The project does not duplicate other programs or services.</p>	Very Innovative; No Duplication	Reasonably Innovative; Little to No Duplication	Somewhat Innovative; May be Duplication	Not Innovative; Duplication Exists
<p>The proponent has clearly demonstrated that the project uses new or existing knowledge, ideas, processes, products and services to change and improve the health and safety environment of specific Manitoba workplace(s).</p> <p>The project is creative and will impact the involved workplaces.</p>	Very Creative Solution; Strong Impact	Somewhat Creative; Some Impact	Needs More Development; May Have Impact	Not Creative or Developed; Little to No Impact
<p>The project has the support of the involved workplace(s) and the Industry-Based Industry Association(s).</p>	Very Supportive	Supportive	Some Support	Little to No Support
<p>The project's outcomes will be practical and concrete.</p> <p>The project includes provision for knowledge transfer and information sharing of results.</p> <p>Overall, the project's outcomes and KTE plan are ...</p>	Very Clear and Comprehensive	Reasonably Clear and Comprehensive	Not Very Clear or Comprehensive	Not at All Clear or Comprehensive