Responsible project officer prepares proposal for venture using appropriate form and submits to CFO (non-research proposals) or DVC(R) (research proposals). (There is no prescribed form for a proposed 'commercial activity', but it must at a minimum address the nine risk assessments in Guideline 1 of the CAG.)

CFO or DVC(R) considers:
- Is it a commercial activity?
- Does it satisfy CAG and other reqs?
CFO/DVC(R) approves or not

Proposal approved in principle:
CFO/DVC(R) notifies applicant and CFO reports decision to the Vice-Chancellor, Finance Committee and University Secretary

Proposal not approved – CFO/DVC(R) notifies applicant (and CFO reports to Finance Committee, the Vice-Chancellor and University Secretary)

If a commercial activity and/or company membership, (or otherwise involves $10 million (cash) or more in committed or likely expenditure over life of project), CFO recommends for Vice-Chancellor and Finance Committee review

If non-commercial activity (and under $10 million (cash) in committed or likely expenditure over life of project): applicant may proceed with activity (subject to policy on formation and management of centres and institutes for research and research training)

If creation of a controlled entity or entry into a 'significant' commercial activity (or amendments thereto): Finance Committee and Vice-Chancellor recommend for Council approval