



Sustainable New Agri-Food Products & Productivity (SNAPP) Program

The timelines for each SNAPP Intake are as follows:

INTAKE 1	
Applications Accepted	December 9, 2019 to February 28, 2020
Project Completion Deadline	December 31, 2020
Final Results Report Due	June 30, 2021

The Application Process: Application forms can be obtained from www.rainalgoma.ca/SNAPP, or by contacting your regional representative (below). An application form must be submitted within the intake timeline identified above. Please ensure all supporting documentation is attached (i.e. quotes, business plan (if applicable) articles of incorporation (or equivalent), signed collaboration agreement, etc...). Once an application is submitted, there are to be no revisions.

Your representative will discuss the eligibility of your project and answer any questions you may have. They are also available to review your application prior to submission and to ensure application completeness. All services are also available in French. **Submitting your application without speaking to one of the following representatives is NOT recommended.**

Algoma/Manitoulin:

Cathy Bouchard - snapp@rainalgoma.ca or (705)942-7927 ext. 3135

Sudbury/Nipissing/Temiskaming/Cochrane/Parry Sound/Muskoka:

Northern Ontario Farm Innovation Alliance – info@nofia-agri.com or (705)647-4782

Northwest - Thunder Bay/Kenora/Rainy River:

Northwestern Ontario Innovation Centre - ryan@nwoinnovation.ca or (807)768-6682

Approvals: Approvals will be sent following the Review Committee meeting. The approval notice will outline the total approved funding and eligible costs. If an approval notice is received, the recipient will be required to complete and return a Client Intake Form and additional guidance documentation will be provided outlining how to submit a Claim and the reporting requirements. Unsuccessful applicants will be notified at the end of the intake period and given feedback.





Required Reporting and 10% Holdback: The **project completion deadline** is the date in which all work must be completed by. All invoices, proof of payment(s), intake form must be submitted by this date. Once invoices and proof of payments are received in full, a contract will be sent for review and signature. A signed contract is required in order to receive the approved grant. Once the purchase(s) is completed and all required documentation has been received, the recipient will be granted 90% of the approved funding.

The remaining 10% of the total grant will be released when a **final results report** is submitted. The final results report must be submitted within six months from the project completion deadline. The final results report can be submitted once the eligible project costs (equipment, materials, etc...) have been put into use and the applicant(s) can verify results. For example, a greenhouse structure was purchased, and planting was able to take place six weeks earlier than the previous year. The 10% holdback is to ensure that all equipment and materials purchased are put into use by the applicant(s).

All completed applications and reporting documents are to be submitted to:

Cathy Bouchard, Program Coordinator
snapp@rainalgoma.ca
(705) 942-7927 ext. 3135, Fax (705) 942-6169

