

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

The Sustainable New Agri-Food Products and Productivity (SNAPP) Program is for northern Ontario agriculture producers and food or beverage processors, businesses and collaborations. The Program will provide up to \$10,000 at 50% cost-share towards the purchase of equipment and materials that will result in the creation of a food or agriculture product new to the business; improve efficiency or resource use; reduce ecological impact and carbon footprint; or that will utilize technically proven equipment for enhancing productivity to improve products or processes. Collaborations of three or more entities can be eligible for up to \$25,000 at 50% cost-share towards equipment and material purchases.

PLEASE CHECK THE FOLLOWING BEFORE SUBMITTING YOUR APPLICATION:

Which regional representative did you contact to ensure your application is complete, prior to submission?

Algoma/Manitoulin:

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

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

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

Northwest: Thunder Bay/Kenora/Rainy River

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

Application Completion Checklist

Application Form

Appendix 1, 2 or 3

A copy of Articles of Incorporation, Farm Business Registration No., Master Business License, or Business Name Registration, whichever is applicable (some exceptions may apply).

Contractor/Supplier quotes, be sure to identify the preferred quote

Application form is signed in **two** places

Signed Collaboration Agreement (if applicable)

Business Plan (if in first three years of operation)

COMPANY/ORGANIZATION INFORMATION

Applicants may apply as a single business/organization, or as a collaboration of businesses/organizations.

For collaborations, please select one applicant as lead, and provide business/organization information below.

Collaborations must also attach a signed agreement between all project collaborators, including their role and financial contribution to the project, and the collaboration's history of work together.

Registered Business/ Organization Name:			
Business or Corporation No:			
Business Ownership Form:	<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Other (Please Specify)		
Business Registration or /Incorporation Date:			
Address:			
City, Province:		Postal Code:	
1st Principal Name:		Position:	
2nd Principal Name:		Position:	
Phone:		Fax:	
E-Mail:		Website:	
HST#:			
<p>If you are a private sector applicant, check the boxes that apply to your business, where “ownership” refers to the majority ownership or control. (optional)</p> <p><input type="checkbox"/> Metis, Aboriginal, Inuit-owned business</p> <p><input type="checkbox"/> Francophone-owned business</p>			

Brief Description of Company/Organization - history, current management, location of operations.

Description of current products/services, business goals and objectives.

PROJECT INFORMATION

Which project stream are you applying? Please check only one.

- New Products (Appendix 1)
- Productivity Enhancement (Appendix 2)
- Clean Tech in Agri-Food (Appendix 3)

Please complete only **ONE** corresponding Appendix.

Provide a Project Title (maximum 10 words):

Brief Description of your Project and the objectives to be achieved as a result of funding support.

Please ensure that your project meets all regulatory requirements ie - building permits, certifications, etc.

When will you start and complete your project? Please note that project completion must fall within the SNAPP Intake and Completion Deadlines Guide.

Deadline to Complete Project for Intake 1 is December 31, 2020. Please ensure your project can be completed within the timeframe.

Project Start Date:

Project End Date:

How will the requested funding be used?

PROJECT BENEFITS

How will the project benefit Northern Ontario? Check all that apply:

- | | |
|--|---|
| <input type="checkbox"/> Job Creation | <input type="checkbox"/> Enhanced productivity |
| <input type="checkbox"/> Business Expansion | <input type="checkbox"/> Improved competitiveness |
| <input type="checkbox"/> Strategic Alliances | <input type="checkbox"/> Greater collaboration |
| <input type="checkbox"/> Market Growth | <input type="checkbox"/> Improved environmental benefit / performance |

Describe Measurable Outcomes and Results (include quantitative examples of how your project will expand your business, enhance productivity, increase revenue, create jobs, create strategic alliances, etc.).

Please complete the following:

Current Annual Sales Revenue:	\$	3 Year Sales Revenue Projection:	\$
Current # of Employees:	Full Time: Part Time:	# of Employees Projected Forward 3 Years:	Full Time: Part Time:

Describe how the project demonstrates the application of new ideas to produce new or improved products, processes, technologies or services (use of technically proven equipment or innovative processes in the project).

FUNDING SOURCES

Describe any additional funding having been applied to or being received for this project, including amount, source, and role in the project. Sources of funding may include federal, provincial or municipal.

Will this project proceed if SNAPP funding is not obtained? YES NO

Why is SNAPP funding required to make this project viable?

Did you receive funding in a previous intake of the SNAPP program (2019-2023)? YES NO

Any previously approved projects must be completed and closed prior to submitting a new application.

PROJECT COSTING DETAILS

For a more detailed description of Eligible Project Costs, see SNAPP Program Information Sheet.

For collaborations, please provide details of each collaborator's financial contribution to the project (if any).

Project Costing Details

Description of Project Cost	Project Cost
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total Eligible Project Cost	\$

Project Funding Details

complete one section only

Requested Funding (Individual applicants only)	\$	Total amount of funding requested, up to \$10,000 and 50% of total project cost (for individual applicants)
Applicant's Contribution (Individual applicants only)	\$	Applicants contributions must be at least 50% of total project cost.
Total Project Cost	\$	

SNAPP funding requested: \$ _____

Requested Funding (Collaborations only)	\$	Total amount of funding requested, up to \$25,000 and 50% of total project cost (for collaborations)
Collaborator's Contribution (Collaborations only)	\$	Collaborators contributions must total at least 50% of total project cost
Total Project Cost	\$	

SNAPP funding requested: \$ _____

QUOTES

Please **attach** a minimum of three comparative quotes for each piece of equipment or material order (over \$1000).

Ensure the quotes include the following:

- Name of Contractor and Contact Information
- Description of equipment and/or material to be provided
- Date of Quote
- Quoted Amount (\$)

If you are unable to provide sufficient quotes, please provide an explanation.

PLEASE ENSURE THAT YOU HAVE CONTACT YOUR REGIONAL REPRESENTATIVE OR THE RAIN PROGRAM COORDINATOR PRIOR TO SUBMITTING THE APPLICATION

SIGNATURE

I hereby certify that the above information is accurate and that I have authority to sign on behalf of the applicant. I recognize that filling out this application does not constitute an approval of project funds until SSMIC and its partners provide written confirmation.

SIGNATURE:

DATE:

Please print name:

TERMS & CONDITIONS

The applicant's signature acknowledges that the Sault Ste. Marie Innovation Centre will not be responsible for any contractor/supplier charges in excess of the approved funding amount nor will any payment be made to the applicant in advance of applicant's payment of the required contribution or the applicant's signature confirming equipment purchase.

The applicant further acknowledges that the Sault Ste. Marie Innovation Centre accepts no responsibility for the contractor/supplier services provided under this agreement. The sole responsibility of the Sault Ste. Marie Innovation Centre is to issue approved funding, upon satisfactory completion of all necessary documentation, to the applicant.

The applicant further acknowledges that the Sault Ste. Marie Innovation Centre has a two-year obligation to track the applicant's business efforts and results which shall require mandatory reporting (upon request) by the applicant of annual revenues and job creation and other related information as required.

The applicant acknowledges the right of the Sault Ste. Marie Innovation Centre to audit the Eligible Project and the right of representatives of the Minister of Innovation, Science and Economic Development "Minister" to audit, or cause to have audited, the accounts and records of the applicant and to have a right of access to the books and the applicant's accounts. The applicant shall be required by the Sault Ste. Marie Innovation Centre to act as its agent for the purpose of any inquiry undertaken by the Auditor General of Canada with respect to the use of funds under this agreement. The applicant shall release to the Sault Ste. Marie Innovation Centre, upon request and in a timely manner, for the purpose of releasing to the Auditor General of Canada, all records held by the applicant, or by agents or contractors of the applicant, relating to the contribution agreement and the use of funds; and; such further information and explanations as the Auditor General, or anyone acting on behalf of the Auditor General may request relating to any part of the contribution agreement or the use of funds.

The applicant acknowledges that all equipment/material purchased with SNAPP funding is to be located within the boundaries of northern Ontario for a minimum of two (2) years from the date of purchase. The applicant agrees to retain title to, and ownership of, the capital assets, the cost of which has been contributed to by the Minister under this Agreement for a minimum of two (2) years after the expiry or early termination of this Agreement, and shall not dispose of the same for a period of two (2) years after the expiry or early termination of this Agreement, without the prior written consent of the Minister. As a condition of such consent, the Minister may require the applicant to repay the Minister the whole or any part of the Granted Sum paid to the applicant.

The applicant agrees to comply with all federal, provincial, territorial, municipal and other applicable laws governing the applicant or the applicant's activity, or both, including, but not limited to, statutes, regulations, by-laws, rules, ordinances and decrees. This includes legal requirements and regulations relating to environmental protection.

The applicant agrees to acknowledge, if requested thereof, the federal government's role in the funding provided through this agreement and consent to a public announcement of the eligible activities by or on behalf of the Minister in the form of a news release. The Minister will inform the applicant of the date of any public announcement. The applicant consents to the participation of the Minister, or the Minister's representatives, at such an announcement event, and to have such an event take place on a day mutually agreed upon by the applicant and the Minister or the Minister's representative. The applicant will agree to display promotional material provided by the Minister at such an event. NOTE: Release of confidential or competitively sensitive information will not be required as this is protected under the Access to Information Act.

I have read and understand and agree to the above conditions and I have authority to sign on behalf of the applicant.

SIGNATURE:

DATE:

Please print name:

APPLICATION SUBMISSION

Applications can be submitted through email, fax or mail.

Email, fax or mail a completed SNAPP Application Form, including supporting documents to the RAIN Program Coordinator (contact info below). Please clearly indicate on the envelope or in the email subject, re: "SNAPP Program".

Electronic submissions are preferred.

Rural Agri-Innovation Network, Sault Ste. Marie Innovation Centre
Cathy Bouchard - snapp@rainalgoma.ca, (705) 942-7927 ext. 3135, Fax: (705) 942-6169
Mail: 99 Foster Drive, Level Six, Sault Ste. Marie, ON P6A 5X6

Please note that all submissions will receive a notice of confirmation.

Appendix 1: New Products

1. Describe the competitive advantages that will be gained by the new product.

2. Describe market trends and opportunities, a description of the target market(s) for the product and a comparison of the business to any competitors for products and pricing.

3. Describe a strategy for how the product will reach buyer/consumer, including a promotional plan to create demand within target market(s).

Appendix 2: Productivity Enhancement

1. How will the project increase productivity and result in improving your product or service?

2. How will the project increase productivity in becoming more efficient (for example, labour efficiency, reduced costs of production)?

Appendix 3: Clean Tech in Agri-Food

1. What are the environmental and/or ecological benefits of the project and their impact on the business (for example improved water quality, reduced emissions, reduced erosion, adopting new energy efficient technology)?

2. How will the project improve your product or service while benefiting the environment (for example, labour efficiency, efficient water use, reduced costs of production or energy savings)?