

Sustainable New Agri-Food Products & Productivity (SNAPP) Program COVID 19 Response – **ADAPTATION**

The Sustainable New Agri-food Products and Productivity (SNAPP) funding program was created to respond to opportunities and mitigate challenges of expanding agri-food in northern Ontario. The COVID-19 crisis is impacting all sectors of the economy and has created new challenges as well as opportunities for the agri-food sector. **The Sustainable New Agri-Food Products and Productivity (SNAPP) Program - COVID 19 Response Fund** is for northern Ontario food producers, processors and agri-food businesses to provide funding for capital projects that address challenges or respond to opportunities created by COVID 19.

The **Adaptation** project stream provides up to \$10,000 at 50% cost-share for individual projects that address opportunities related to the COVID 19 crisis.

There is limited funding available. Applications will be accessed upon receipt and on a first come first served basis. Once the funds are allocated, applications will no longer be accepted.

PLEASE CHECK THE FOLLOWING BEFORE SUBMITTING YOUR APPLICATION:

Which regional representative did you contact?

(Contacting your regional rep is to ensure your project is eligible and that 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:

Cameron Ford (NOFIA) – info@nofia-agri.com or (705)840-8533

Northwest: Thunder Bay/Kenora/Rainy River

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

Application Completion Checklist

Application Form

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 (required for costs over \$25,000)

Application form is signed in **two** places

COMPANY/ORGANIZATION INFORMATION

Eligible applicants must be an enterprise that is engaged in commercial activity (corporations, primary producers, processors, co-ops, distributors, First Nations, Metis and Inuit). Not for profit entities are not eligible.

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:			
Has your business been in operation for more than 1 year?	YES	NO	
Address:			
City, Province:		Postal Code:	
1st Principal Name:		Position:	
2nd Principal Name:		Position:	
Phone:		Fax:	
E-Mail:		Website:	
HST#:			
<p>Please check the boxes that apply to your business, where “ownership” refers to the majority ownership or control. (optional)</p> <input type="checkbox"/> Metis, Aboriginal, Inuit-owned business <input type="checkbox"/> Francophone-owned business			

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

Please ensure that all relevant resources and experience and skills are listed. (200 words minimum)

How has the COVID crisis effected your business: (100 words minimum)

PROJECT INFORMATION

Provide a Project Title (maximum 10 words):

Brief Description of your Project and how the project addresses opportunities specific to the COVID 19 crisis.

Please ensure that your project meets all regulatory requirements ie - building permits, certifications, etc. (200 words minimum):

Brief explanation of how the project will expand the agricultural sector in northern Ontario.

Include how the assets will be utilized over the long term and the assets useful life. (150 word minimum)

How is the project new to your operation/the sector? (100 words minimum)

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 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.) (100 words minimum)

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:

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 (i.e. – NOHFC, BTIF, etc). Funding stacking up to 75% of total project costs is permitted. Applicants must disclose all sources of other confirmed and potential funding assistance for their project.

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

Why is SNAPP funding required to make this project viable?:

PROJECT COSTING DETAILS

Eligible costs are retroactive to March 15, 2020. For a more detailed description of Eligible Project Costs, see SNAPP Program Information Sheet.

Project Costing Details	
Description of Project Cost	Project Cost
Total Eligible Project Cost	

Project Funding Details

Requested Funding		Total amount of funding requested, up to \$10,000 and 50% of total project cost.
Applicant's Contribution		50% of total project cost. <i>Applicants contributions must be at least 25% of total project cost if other funding is being accessed.</i>
Other Funding sources		<i>Funding stacking is permitted up to 75% of total project cost. Applicants are required to list all other funding.</i>
Total Project Cost		

SNAPP funding requested: _____

QUOTES

Please **attach** a minimum of three comparative quotes for each piece of equipment or material order (over \$25,000.00).

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 CONTACTED 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

Completed SNAPP Application Forms, including supporting documents are to be emailed to the RAIN Program Coordinator at snapp@rainalgoma.ca. Please clearly indicate in the email subject, re: "SNAPP Program".

Please note: Electronic submissions are preferred.

Rural Agri-Innovation Network, Sault Ste. Marie Innovation Centre

Cathy Bouchard, snapp@rainalgoma.ca

Phone: (705) 942-7927 ext. 3135, Fax: (705) 942-6169

99 Foster Drive, Level Six, Sault Ste. Marie, ON P6A 5X6

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