



**Rural Agri-Innovation Network (RAIN)**  
 c/o Sault Ste. Marie Innovation Centre  
 1520 Queen St. East  
 Sault Ste. Marie ON P6A 2G4  
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 rainalgoma.ca

## Sustainable New Agri-Food Products (SNAP) Program

In Northern Ontario, many agriculture and food producers or businesses have difficulty funding equipment purchases for value-added processing. The Sustainable New Agri-Food Products (SNAP) Program is a pilot for Northern Ontario agriculture and food producers, businesses and collaborations, which will provide up to \$5,000 (per collaborator, to a maximum of \$15,000) at 80% cost-share toward the purchase of equipment that would result in the creation of a food or agriculture product new to the business.

### APPLICATION FORM

<b>COMPANY/ ORGANIZATION INFORMATION</b> (Information is mandatory)			
<b>Applicants may apply as a single business/organization, or as a collaboration of businesses/organizations. Collaborations will receive up to \$5,000 per collaborator, to a maximum of \$15,000. For collaborations, please select one applicant as lead, and provide businesses/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.</b>			
<b>Registered Business/ Organization Name/ Legal Name:</b>			
<b>Business or Corporation No:</b>			
<b>Business Ownership Form:</b>	<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Other (please specify)		
<b>Business Registration or /Incorporation Date:</b>			
<b>Address:</b>			
<b>City, Province:</b>		<b>Postal Code:</b>	
<b>1<sup>st</sup> Principal Name:</b>		<b>Position:</b>	
<b>2<sup>nd</sup> Principal Name:</b>		<b>Position:</b>	
<b>Phone:</b>		<b>Fax:</b>	
<b>E-Mail:</b>		<b>Website:</b>	
<b>HST#:</b>			
<b>Brief Description of Company/Organization(s) and any collaborative partnerships undertaken for the sake of this project - History, clear description of current products/services, location of operations and aspirations:</b>			

Funding has been provided by the Northern Ontario Development Program, through FedNor and Industry Canada.



**PROJECT INFORMATION**

**Brief Description of your Project and the Objectives to be achieved as a result of funding support:**

**Indicate the date by which the project aims to start/ when equipment aims to be purchased:**

**Specific Use of Requested Funding (How equipment will be used to create a new product):**

**Describe the marketing or distribution plan for the new product(s):**

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Describe Measurable Outcomes and Results (what will be produced – e.g. number of new product(s) created, number of new processes created, number of businesses expanded/modernized or saved/maintained, number of businesses created, number of jobs created or saved/maintained, number of new market(s) accessed, increased sales, number of strategic alliances created, etc.):

Please indicate when you expect to yield new product (Measureable Outcomes) – e.g. Fall 2014, Winter 2014:

Describe the benefit to Northern Ontario (jobs, market growth, business expansion, strategic alliances, etc.):

Current Annual Sales Revenue:	\$	3 Year Sales Revenue Projection:	\$
Current # of Employees:		# of Employees projected forward 3 years:	

### ADDITIONAL 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.

### PROJECT COSTING DETAILS

Eligible Project Costs shall be limited to the purchase of equipment that results in production of an agriculture or food product new to the business, and that are incurred during the period of March 1, 2014 to February 1, 2015. For a more detailed description of Eligible Project Costs, see SNAP Program Information Sheet. Applicants must supply three quotes for equipment where possible.

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

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<b>PROJECT COSTING DETAILS (Only equipment purchase costs are eligible):</b>		
<b>Cost:</b>	\$	<b>Details of equipment:</b>
<b>Cost:</b>	\$	<b>Details of equipment:</b>
<b>Cost:</b>	\$	<b>Details of equipment:</b>
<b>Total Eligible Project Cost:</b>	\$	<b>Details of equipment:</b>
<b>PROJECT FUNDING DETAILS:</b>		
<b>Requested Funding:</b>	\$	(Total amount of funding requested, up to \$5000 and 80% of Total Project Cost)
<b>Applicant's Contribution:</b>	\$	(At least 20% of Total Project Cost)
<b>Collaborator's Contribution:</b> <i>(Collaborations only)</i>	\$	(Applicant and collaborators' contributions must total at least 20% of Total Project Cost)
<b>Collaborator's Contribution:</b> <i>(Collaborations only)</i>	\$	
<b>Total:</b>	\$	
<b>Mandatory Supporting Documents: Equipment Supplier #1 Quote(s) Attached <input type="checkbox"/></b>		
<b>Name of Contractor#1:</b>		
<b>Address:</b>		
<b>City, Province, Postal Code:</b>		
<b>Phone:</b>		
<b>Fax:</b>		
<b>Email:</b>		
<b>Quoted amount \$</b>		
<b>Mandatory Supporting Documents: Equipment Supplier #2 Quote(s) Attached <input type="checkbox"/> (if applicable)</b>		
<b>Name of Contractor#2:</b>		
<b>Address:</b>		
<b>City, Province, Postal Code:</b>		
<b>Phone:</b>		
<b>Fax:</b>		
<b>Email:</b>		
<b>Quoted amount \$</b>		
<b>Mandatory Supporting Documents: Equipment Supplier #3 Quote(s) Attached <input type="checkbox"/> (if applicable)</b>		
<b>Name of Contractor#3:</b>		
<b>Address:</b>		
<b>City, Province, Postal Code:</b>		
<b>Phone:</b>		
<b>Fax:</b>		
<b>Email:</b>		
<b>Quoted amount \$</b>		

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## SIGNATURE

I hereby certify that the above information is accurate and that I have authority to sign on behalf of the applicant.

Signature of Applicant

Date

## OFFICE USE ONLY

**Approved Maximum Amount:**

\$

**Applicants Contribution Received:**

Yes     No

**Innovation Centre Approval:**

Innovation Centre Signature

Date

## TERMS AND CONDITIONS

Applicant's signature acknowledges the understanding that a non-refundable administration fee of \$200.00 is required prior to receiving any funds. The required contribution amount will be invoiced to the applicant and is payable upon advisement of application approval. The applicant's signature further 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 agrees that the project shall be completed on or before February 1, 2015.

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 payment, upon satisfactory completion of the work, to the client's contractor.

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 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 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

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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 of Applicant	Date

### APPLICATION SUBMISSION

Applications can be submitted through email, fax or mail.

Applications must include the completed SNAP Program Application Form, copies of Equipment Supplier Quotes; and Collaborations must also attach a signed agreement between all project Collaborators.

Email, mail or fax a completed SNAP Program Application Form, including supporting documents, to the SNAP Program Coordinator in your region (for more information on regions, including a map, please see SNAP Program Information Sheet). Please clearly indicate on the envelope, or in the email subject, re: SNAP Program.

**1. Thunder Bay/ Rainy River/Kenora Coordinator**

**Clover Valley Farmers' Market**

Jeremy Nussbaumer, [n\\_jeremy@hotmail.com](mailto:n_jeremy@hotmail.com), 807-276-3245, Fax: 705-942-9274  
 Mail: 200 6<sup>th</sup> St. West, Fort Frances ON P9A 3E4

**2. Cochrane/ Timiskaming/ Nipissing Coordinator**

Northeast Community Network

Stephanie Boucher, [sboucher@northclaybelt.com](mailto:sboucher@northclaybelt.com), 705-337-1407, Fax: 705-337-6285.  
 Mail: 6 Ash St. Kapuskasing, ON P5N 2C8

**3. Sudbury Regional/ Parry Sound/ Nicklebelt/ Muskoka Coordinator**

**Eat Local Sudbury**

Julia Sutton, [snap@eatlocalsudbury.com](mailto:snap@eatlocalsudbury.com), 705-685-7532, Fax: 705-222-7892.  
 Mail: 176 Larch St., Sudbury, ON P3E 1C5

**4. Algoma/ Manitoulin/ Sudbury District Coordinator**

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

Katie Filion, [kfilion@ssmic.com](mailto:kfilion@ssmic.com), 705-942-7927 Ext. 3024. Fax: 705-942-9274  
 Mail: 1520 Queen St. East, Suite BT200, Sault Ste. Marie, ON P6A 2G4

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