

BC Hydro Peace Agricultural Impact and Opportunities Initiative Application Guide

Supporting the Peace region's opportunity for agricultural production and agrifoods economic activity

Overview

This is a proposal-based initiative that provides grant funding for agricultural projects that are large in scale, regional in impact and directly benefits agriculture and agrifoods economic activity in the Peace region. The goal of the initiative is to support large scale projects that benefit multiple producers or the Peace region with long-term, sustainable opportunities for agriculture and agrifoods economic activity.

Objectives

The objectives of the BC Hydro Peace Agricultural Impact and Opportunities Initiative are to provide funding for agriculture projects that:

- impact the Peace region
- provide agricultural opportunities within the Peace region
- directly benefit agriculture and agrifoods economic activity
- are large in scale
- benefit multiple producers and/or the Peace region
- demonstrate sustainability
- indicate project completion is within a 24-month period

Funding Terms

It is anticipated that there will be approximately \$1 million available through the BC Hydro Peace Agricultural Impact and Opportunities Initiative in 2022. While there is no limitation on the maximum grant size available, applications where the amount of funding requested exceeds 75% of the eligible project budget, or where the amount requested exceeds the program allocation, will not be processed.

The assessment of the required level of funding will take into consideration all other sources of funding available to the applicant. Preference will be given to projects that have direct applicant contribution and leverage incremental funding from local government, First Nations, the provincial government, federal government, the private sector and other non-government sources.

Application Intake Deadlines

The BC Hydro Peace Agricultural Impact and Opportunities Initiative will be delivered through a single call for proposals.

Submit your [proposal cover form](#) (and all required attachments) to info@northerndevelopment.bc.ca by **4:00pm February 11, 2022**.

The BC Hydro Peace Agricultural Impact and Opportunities Initiative call for proposals process allows for a comparative analysis of projects against the criteria outlined in this guide and strengthens the BC Hydro Peace Agricultural Compensation Fund's responsiveness to agricultural economic trends and the unique opportunities that exist in the Peace region.

Eligible and qualified projects will be reviewed by the BC Hydro Peace Agricultural Compensation Fund Board for a decision at an April 2022 meeting. Applicants will receive notification from Northern Development regarding the status of their request shortly thereafter.

Eligibility

Eligible Applicants

- Corporations, cooperatives, and/or partnerships (farm partnerships, limited partnerships, joint ventures) active in agriculture in the Peace region
- Registered non-profit agricultural organizations in the Peace region, such as industry associations, agencies, boards and councils
- Educational institutions undertaking programming directly located in the Peace region

Eligible Projects

There are a variety of project types eligible for funding under the initiative, some examples include but are not limited to:

- Agricultural educational programming
- Drying facilities
- Agro-industrial complexes or agriplexes
- Rail siding facilities
- Storage facilities
- Processing facilities
- Market expansion assessments for agriculture sectors
- Capacity to support agriculture sector development
- Interprovincial/International export market development
- Agricultural innovation as products or technologies

Eligible Costs

- Capital expenditures
- Incremental third-party project management
- Contractor fees
- Rental of tools and equipment for construction work
- Wages for direct project labour (*excluding the owner*)
- PST
- Land purchase(s) that enable the development of industry infrastructure may be considered eligible (i.e. a land purchase that enables the development of a rail siding)

Ineligibility

Projects that are deemed to fit one of BC Hydro Peace Agricultural Compensation Fund's streams (Events and Educational Initiatives, Farming Infrastructure, or Research and Demonstration Initiatives) will be deferred to the regular program intakes.

Ineligible Applicants

- Local governments
- Provincial and Federal Government
- Political organizations
- Third party fundraisers
- Consultants
- Individual producers

Ineligible Costs

- GST
- Costs incurred (work started and/or deposits paid) prior to signing agreement
- Costs related to planning, design, engineering, environmental reviews and preparing tender documents
- Real estate and other fees related to purchasing, leasing land, buildings, or facilities
- Regular or routine repair and maintenance
- Purchases of construction equipment or tools
- Purchase of animals (such as bees, pigs, and cows)
- Market and advertising
- Mandatory Employment Related Costs (MERCs) (CPP, EI, vacation pay, WCB) and other benefits
- Non-cash items
 - In-kind (volunteer labour)
 - Internal heavy equipment use
 - Monetized donations
- Overhead, administration and indirect costs
 - Educational institutional applicants are not permitted to allocate any percentage of the eligible project budget for overhead/administration or indirect costs

Proposal Criteria

Eligible projects must meet the following criteria:

- At least 25% of the total project funding must come from the applicant or sources other than Northern Development
- Project meets the objectives of the BC Hydro Peace Agricultural Impact and Opportunities initiative
- Funding is project-based, meaning it supports single, short-term projects that can be completed within 24 months. The BC Hydro Peace Agricultural Impact and Opportunities Initiative is not intended for multi-year commitments to support multiphase or long-term projects
- Infrastructure projects must be regionally oriented, open for use to agriculture producers or industry associations and not limited to private membership
- Direct strategic response to a specific agriculture or agrifoods economic development objective, opportunity or challenge and have clear agricultural and/or economic development implications
- Fit within the funding parameters of the initiative

Projects should achieve one or more of the following goals:

- Collaborative efforts advance regional priorities that benefit multiple producers and/or sectors
- Projects identify and are aligned with a planning exercise (business plan, regional agricultural plan, etc.)
- Projects have a high level of financial leverage and provide opportunities for investment from other partners
- The applicant has the capacity to undertake, evaluate and document the project and to operate and maintain it
- The size or scale of the project and its benefits are in relation to the Peace region

Key Deliverables should both qualify and quantify the deliverable and be specific, measurable, achievable, relevant and time bound. Deliverable examples include but are not limited to:

- Increased revenue
- Number of communities impacted
- Number of jobs created
- Increased capacity
- Educational opportunities provided
- Increased processing
- Other economic indicators provided by applicant and approved by Northern Development

Proposal Requirements

The BC Hydro Peace Agricultural Impact and Opportunities Initiative is a competitive proposal-based process. All applicants are required to provide Northern Development with a proposal package that includes the following information **no later than February 11, 2022**. Only proposals that are received on or before February 11th and that meet these minimum requirements will be processed. Proposals that do not meet these requirements will not be eligible to receive funding.

All applicants are required to submit the following documents:

- Complete [Proposal Cover Form](#)
- A detailed Proposal which includes but is not limited to:
 - A detailed description of the scope of work and milestones for the project
 - Outline the rationale for the project including how the project is a direct response to a specific agriculture economic development objective, opportunity or challenge
 - Identify how the project meets the objectives of the BC Hydro Peace Agricultural Impact and Opportunities Initiative
 - Include details on how the project will have a positive impact and/or create opportunities in the region
 - Ability of the applicant to complete the project and sustainably operate the completed project
 - Identify key deliverables to be reported on (minimum of four outcomes and how they will be measured)
- Detailed project budget using the Project Budget Template (*required; in excel format*)
- Detailed quotes are required. If a quote is not available, a detailed budget breakdown must be supplied.
 - Quotes *must outline the proposed scope of work, the vendor and all pre-GST costs*

- If applicable:
 - Certificate of incorporation (*required for corporations or not-for-profit organizations*)
 - Partnership agreements (*required for all partnerships – farm partnerships, limited partnerships and joint ventures*)
 - Verification of approval from other funding sources (*e.g. approval letter, email or contract*)
 - Planning documentation such as a business plan, copy of the regional agricultural plan (*or weblink to the plan*), etc.
 - If you are a lessee applying for a project on leased land, a copy of the lease agreement and/or a letter from the landowner supporting the project
 - Letters of support (*letter(s) of support are welcome, but not required*)
 - Other relevant supplemental documentation

Proposal Assessment

Northern Development staff will undertake a comprehensive review and analysis of each of the proposals received. This due diligence process may include contacting relevant agencies and organizations as part of the review process. Applicants should expect to receive requests for additional information from Northern Development staff during this process.

Contract and Reporting

Approval of funding to successful applicants will be conditional upon signing of a funding agreement that sets out the terms and conditions of the project. The Board reserves the right to award partial contributions towards the total grant request.

General conditions:

- Funding agreements will require the applicant to follow the guidelines and requirements, including submitting progress and final reports and financial reporting documents
- Failure to meet the requirements of the funding agreement could result in the requirement for the repayment of the funding to the Initiative and disqualify the applicant from further application
- Interim and milestone financial claims must have a demonstrated financial need
- Advance request must have a demonstrated financial need and be requested in a formal request. Once the agreement is signed, the applicant may request advance funding up to ____ of the amount approved for the project. The remainder of the funding will be held until the project is completed and final reporting is submitted and approved by Northern Development. If a successful applicant does not request an advance, project costs will be reimbursed up to the maximum amount approved once the project is completed and final reporting is submitted and approved by Northern Development.
- The applicant must submit all invoices along with the [Reporting Form](#) and [Actual Project Expenses Template](#) for all claims.

Applicants should be aware that there are reporting requirements for this initiative and should be prepared to meet them.

All contribution agreements jointly signed between Northern Development and a successful applicant include a requirement for periodic reports (monthly, quarterly) to demonstrate progress in implementing the project, including milestone and key deliverables reporting.

Reporting will be required during the project, at completion and for a determined amount of time post-project completion. The key deliverable reporting duration will range between one to three years and is determined on a project-by-project basis by Northern Development staff.

To Apply

Please review all program documents in detail as incomplete applications will not be reviewed by the board.

Completed proposal cover forms with all supplementary materials should be provided electronically to Northern Development by email info@northerndevelopment.bc.ca.

Questions?

Northern Development Initiative Trust

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