



Advancing Innovative Technologies Program Guidelines

2022-2023

FOR MORE INFORMATION PLEASE CONTACT:

Programs

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CANADIAN AGRICULTURAL PARTNERSHIP (CAP)

The governments of Canada and Nova Scotia are committed to ensuring farmers and processors have the tools they need to innovate, grow and prosper. The *Canadian Agricultural Partnership* agreement is part of a commitment by federal, provincial and territorial governments to promote productivity and profitability for the sector. The programs are designed to help the industry position itself to respond to future opportunities and to realize its full potential as a significant contributor to the economy. Programs are also tailored with the flexibility to meet diverse regional requirements.

The partnership is a five-year, \$3-billion investment by federal, provincial and territorial governments that aims to strengthen the agriculture and agri-food sector and ensure continued innovation, growth and prosperity. The partnership includes \$1 billion for federal activities and programs, and \$2 billion in cost-shared programs delivered by provinces and territories on a 60-40 basis. In Nova Scotia, \$37 million will be invested through provincially delivered programs focusing on Markets and Trade; Science, Research and Innovation; Environmental Sustainability and Climate Change; Risk Management; Value Added Agriculture and Agri-Food Processing; and Public Trust.

In addition to cost-shared strategic initiatives, the partnership includes several business risk-management programs to help farmers manage risks that threaten the viability of their farms.

PROGRAM OBJECTIVES

The Advancing Innovative Technologies initiative will support the adoption of new technologies, processes or specialized equipment. Through the assessment, implementation or adoption, all projects should improve farm and industry competitiveness, productivity and profitability by:

- helping farm / commodity groups demonstrate and evaluate new agricultural practices & techniques at the local level;
- accelerating the adoption of progressive technologies and processes; and
- sharing of information acquired through the use / adoption of new on-farm practices and/or equipment.

ELIGIBILITY

Farm:

- currently and properly registered in the correct income category under the *Farm Registration Act*;
- applicant is at least 19 years of age and actively farming in the program year; and
- generates an annual eligible gross commodity income of \$30,000. The eligible commodity income will be based on the Statement of Farming Activities (T2042, T1273 or Schedule 125 - Farm Revenue: detailing sales by commodity revenue code).

Agricultural Industry Association:

- represents identifiable Nova Scotia agriculture and agri-food products;
- demonstrates not-for-profit status by providing documentation.

FINANCIAL ASSISTANCE

Applicants can apply for a maximum of 50% assistance to a maximum of \$20,000 per project in the Advancing Innovative Technologies Program. The maximum an applicant can receive for the duration of the CAP Program (2018-2023) is \$60,000.

Note: No more than 100% of non-repayable funding can be received for any eligible project cost incurred and paid for by the applicant, regardless of source. Applicants are required to disclose all funding sources.

ASSESSMENT FACTORS FOR FUNDING ELIGIBILITY

This is a competitive process with limited program funding. Applications that rank the highest will be approved.

Level of Innovation – Degree to which the new farm technology or processes have been proven and accepted by the industry / sector and have known benefits rare to Nova Scotia. This can include the adoption, development, testing and evaluation of technologies or processes new to the industry. Newer and less widely adopted innovations will rate higher than proven technologies.

Degree of Industry Reach – Degree to which project goes beyond the scope of the applicant's individual business. A higher rating will be given for a broad reach within the Nova Scotia agricultural industry.

Level of Economic Impact – A higher rating will be given to applications that reflect a significant economic impact to the applicant's business and the wider Nova Scotia agricultural industry.

Completeness of Application – Degree of completeness of each section on the Application. A thoroughly completed Application will allow the project to be well understood by the reader and properly assessed for acceptance into the Program.

Government Perspective of Risk – Refers to the perceived degree of risk to the sector or individual. Government contribution to the project is intended to help offset risk.

Other – Other factors deemed necessary.

ELIGIBLE EXPENSES

Adoption of New Technologies / Equipment

Program funding will be provided to assist with projects that focus on the adoption of new/innovative technologies (i.e. equipment). Adoption of technologies in Nova Scotia that increase productivity, efficiency, and reduce labour are eligible, and require a strong business case when applying. Technology/knowledge for this project should be shared with industry where possible.

Adoption of New on Farm Processes, Practices and Techniques

Program funding will be provided to assist with projects that focus on the adoption of new/innovative on farm processes, practices and techniques. Technology/knowledge for this project should be shared with industry where possible.

Eligible expenses include:

- direct project costs;
- contracted labour
- materials / supplies / rentals;
- specialized equipment / shipping / installation;
- transfer of knowledge / sharing of information activities; and
- HST for qualifying not-for-profit organizations.

INELIGIBLE EXPENSES

These include but are not limited to:

- administrative / general overhead;
- buildings / building modifications;
- used equipment;
- in-kind contributions;
- multiple pieces of equipment with the same function (e.g., two specialized sprayers);
- ongoing software licensing costs or fees;
- operating expenses / existing staff salaries;
- tools; and
- travel.

NOTE: Applicants are asked to prioritize their submissions. In the instance of multiple applications submitted by a single applicant, no more than two can be simultaneously active within the life of the Program (2018-2023).

APPLICATION PROCESS

Applications must be submitted by April 1, 2022. Late applications will not be accepted. To apply for the Advancing Innovative Technologies Program, complete and submit the Application. Eligible project expenses will be recognized within the Activity Period stated in the below table, however, expenses incurred prior to the date of project approval are at the applicant's risk.

Application Intake	Activity Period	Claim Deadline
February 1, 2022-April 1, 2022	April 1, 2022-March 1, 2023	March 1, 2023

Note 1: There is a requirement for demonstration and sharing of knowledge/technology for each project that is completed. This activity needs to be reflected in your Application. If there are any associated costs these need to be identified within your breakdown of project costs. Applicants are encouraged to reach out to their NSDA regional office for assistance with their knowledge and technology transfer activities (regional office contact information listed on page 8).

Note 2: Clients new to Programs since 2018 must complete the Program Funding Registration form. Returning clients, must update the form as needed with any changes to business information including contact information, structure, commodities, environmental farm plan and Premise ID.

APPROVAL PROCESS

1. Applications will be reviewed and rated by the Nova Scotia Department of Agriculture (NSDA).
2. If approved, applicants will receive a **Letter of Agreement (LOA)** which identifies the eligible project activities, program funding offered, and the terms and conditions under which program funding is approved.
3. Review, sign and return the LOA to Programs within **30 days** of the date of the letter or your program funding will be forfeited.

CLAIMING PROCESS

1. After Programs receives your signed Letter of Agreement, a **Program Claim Form** will be sent to you
2. Complete and sign the **Program Claim Form**. Claim deadline is noted in table above (page 5)
3. Attach copies of all invoices for eligible project costs incurred and paid for by the applicant
4. Attach proof of payment for each invoice – e-transfer confirmation, debit slips, cleared cheques, or credit card/bank statements (invoices marked paid and signed by the supplier are not accepted)
5. Provide supporting documentation to the Programs office with your claim

Note 2: No payment will be made for claims under \$20.00.

Payment Holdback: 25% of the submitted claim will be held back until the required Final Report, satisfactory to Programs, has been submitted. The holdback payment will be processed for payment after the Final Report has been received.

FINAL REPORT

Projects approved for program funding have the following mandatory reporting requirements:

- a Final Report is to be submitted to Programs (template provided with claim form);
- failure to submit a complete Final Report will affect future program funding considerations by the Programs office and eligible claim payment will be reduced by 25%;
- Final Reports may be made available publicly on the NSDA website; and
- a follow up review may be conducted after project completion.

LEASED LAND

Eligible projects must be directly applicable to the registered farm qualifying for the assistance on agricultural land owned or leased. A copy of the long-term lease (10 years) or rental agreement must accompany the Application for all physical projects applicable to the leased/rented land. It is a condition of approval that the lease be of at least 10 years duration. You must advise us immediately, in writing, if the lease is terminated, if the term of the lease changes or if the identity of the lessor changes in any way (for example, if the lessor assigns the lease or if the lease changes in composition).

ARM'S LENGTH TRANSACTIONS

Program Funding will only be offered on transactions (invoices) that involve a supplier/service provider with an arm's-length relationship to the applicant for approved projects. For the purposes of Programs, arm's length is defined as individuals who are NOT connected by blood relationship, marriage, common-law partnership, or adoption.

AUTHORITY

NSDA shall have the authority to deny an application if there is evidence of misrepresentation of pertinent information or if NSDA believes that an application does not conform to the spirit of the Program.

EVALUATION AND AUDIT

Review and evaluation of projects may be carried out by NSDA, Government of Canada or other parties chosen by NSDA for the purpose of audit, analysis, evaluation, program development and determining financial assistance. This review and evaluation process may be conducted prior to project commencement, during work or upon project completion. Applicants may be asked to complete an evaluation survey related to their final claim.

CONFIDENTIALITY

Applicants consent to the release of their name and the amount of support received under the Program. This specific information is deemed to be public information, to be actively disseminated by NSDA. NSDA may provide any information from an applicant to another public body or a law-enforcement agency in Canada to assist in an investigation, undertaken with a view to a law-enforcement proceeding or from which a law-enforcement proceeding is likely to result. Any other information provided, unless disclosed in the manner and for the purposes stated above, will be subject to the confidentiality and disclosure provisions of the Freedom of Information and Protection of Privacy (FOIPOP) Act.

CONTACT INFORMATION

Please submit all documents related to the Advancing Innovative Technologies Program to Programs at the address, email or fax number below. For more information about the Program, please contact Programs or your regional office.

Programs
 74 Research Drive
 Bible Hill, Nova Scotia B6L 2R2
 Fax: 902-893-7579
 Email: prm@novascotia.ca

Programs: Telephone: 902-893-6377 Toll Free: 1-866-844-4276		
Western Region Offices	Cornwallis	902-638-2395
	Kentville	902-679-6021
	Lunenburg	902-634-7575
Eastern Region Offices	Truro	902-893-6575
	Antigonish	902-863-7180
	Sydney	902-563-2000