

Sustainable Canadian Agricultural Partnership

Competitive. Innovative. Resilient.

Get Growing Program Guidelines

2024-2025



Sustainable Canadian Agricultural Partnership

The Sustainable Canadian Agricultural Partnership (Sustainable CAP) is a five-year (2023-2028), \$3.5-billion investment by federal-provincial and territorial governments to strengthen competitiveness, innovation, and resiliency of the agriculture, agri-food and agri-based products sector. This includes \$1 billion in federal programs and activities and \$2.5 billion in cost-shared programs and activities by federal, provincial and territorial governments.

In Nova Scotia, \$46 million will be invested through a federal-provincial partnership that is linked to five priority areas: 1) Building Sector Capacity, Growth and Competitiveness; 2) Climate Change and Environment; 3) Market Development and Trade; 4) Science, Research, and Innovation; and 5) Resiliency and Public Trust.

We support the development of diverse and inclusive industries. We welcome individuals from all equity-deserving communities including but not limited to women, persons with disabilities, Black and African Nova Scotians, Mi'kmaq, Indigenous peoples, 2SLGBTQI+ and racialized individuals, to apply to programming.

Program Objectives

The objective of the Get Growing Program is to support growth of small farms (those with annual gross commodity sales currently less than \$30,000) through the adoption of specialized infrastructure or equipment. Projects should help the expansion of local agricultural production for local markets.

Eligible Applicants

- Farms
- Mi'kmaq conducting farming activities in Mi'kmaq Communities

Program Criteria

- Currently registered in the correct income category under the Farm Registration Act or you are a Mi'kmaq conducting farming activities in Mi'kmaq Communities;
- Applicant is at least 19 years of age and actively farming in the program year;
- Must provide copies of the previous two (2) years of Statement of Farming Activities (T2042, T1273 or Schedule 125 - Farm Revenue: detailing sales by commodity revenue code);
- Generates an annual eligible gross commodity income not greater than \$30,000.
 - Returning applicants who have reached \$30,000 of gross commodity income can choose to remain in the program, but may not access other Nova Scotia Department of Agriculture (NSDA) programs.*

Additional Requirements:

- Schedule A and B of the Environmental Farm Plan (EFP) (certain projects applied for must be listed)

Note 1: * Applicants below \$30,000 gross commodity income may apply to provincial programming for Limestone Trucking Assistance and Organic Certification Rebate. Under Sustainable CAP, applicants may apply for Apiculture Sustainable Growth and Health while enrolled in the Get Growing Program.

Note 2: * Applicants over \$10,000 gross commodity income may also apply to provincial programming for Plant Your Roots and Advancing Clean Technologies for Nova Scotia. Under Sustainable CAP, applicants may apply for On Farm Electrical Preparedness and Planning New Opportunities while enrolled in the Get Growing Program.

Financial Assistance

Applicants are eligible for **50%** funding assistance on total eligible project costs to a maximum of **\$5,000** per program year. Eligible applicants can take part in the Get Growing Program and receive up to a maximum of **\$10,000** over the life of Sustainable CAP.

Note 1: This program is anticipated to be offered again in 2025-26, 2026-27 and 2027-28. However, programs may be modified or discontinued based on budget availability, industry feedback, and government priorities.

Note 2: No more than 100% of non-repayable funding can be received for any eligible project cost incurred and paid for by the applicant. This applies to all Nova Scotia Department of Agriculture (NSDA) Programs.

Note 3: Quotes are required and must be provided with the application.

Eligible Expenses

See the eligible projects list in Appendix A of this document. Requested project support must be tied to the eligible projects list in Appendix A. Only items listed in Appendix A for this program will be considered for funding.

Note: In-kind labour can be used towards specific program activities including but not limited to pest control, site preparation for growing structures, field activities and farm building improvements. A rate of \$25/hour (based on the average Living Wage) will be used. A maximum of 15% of the total project cost is eligible up to \$750 per year.

Example: An applicant with a \$4,000 total project cost will be eligible for \$600 to go towards in-kind labour, this works out to 24 hours.

Ineligible Expenses

These include but are not limited to:

- administrative / general overhead
- buildings / building modifications
- small construction tools
- multiple pieces of equipment with the same function (e.g. two specialized sprayers)
- ongoing software licensing costs or fees
- operating expenses / existing staff salaries
- HST
- travel

Application Process

To apply for the Get Growing Program:

1. Contact a Business Development Officer or Agricultural Representative to receive an application form. See contact information on page 8 or click here: [Regional Services | novascotia.ca](https://novascotia.ca).
2. Work with NSDA staff to complete the application prior to submitting to Programs.
3. Submit a complete application and supporting quotes by **September 30, 2024**.
4. Eligible project expenses will be recognized within the Activity Period stated in the table below. Please refrain from making purchases before receiving a **Letter of Agreement (LOA)** from the Programs office.

Application Intake	Activity Period	Claim Deadline
April 18, 2024 – September 30, 2024	April 1, 2024 – December 31, 2024	December 31, 2024

Note 1: An applicant may only complete one application per year.

Note 2: Clients new to Programs since 2023 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. Completed applications will be reviewed by the Nova Scotia Department of Agriculture (NSDA) as they are received.
2. If approved, applicants will receive a **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 LOA, a **Program Claim Form** will be sent to you.
2. Complete and sign the Program Claim Form by **December 31, 2024**.
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. Attach in-kind labour documentation ex: spreadsheet identifying the date, task and hours completed (self identified)
6. Submit your claim with the required supporting documentation to the Programs office by the claim deadline.

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

Leased Land

Eligible projects must be directly applicable to the registered farm qualifying for 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.

Conflict of Interest

No current or former Federal public servant or public office holders will receive benefits from this funding except in compliance with Conflicts of Interest Act (Canada), the Conflicts of Interest Code for Members of the House of Commons, or the Federal “Values and Ethics Code” for the public sector and the Federal “Policy on Conflicts of interest and Post -Employment”. No MP or Senator will be allowed to obtain financial benefit from this funding except in accordance with the Parliament of Canada Act.

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.

Appendix A

Applicants can complete one or more projects to a maximum of \$5,000 per year. Applicants that apply in future years must provide a business update (refer to application) to receive an additional funding up to \$10,000 over the life of Sustainable CAP.

Examples of previously funded projects:

<p>Field and Farm Equipment</p>	<ul style="list-style-type: none"> • Mounted Sprayers • Hoists or Cranes • Tiller • Commercial Irrigation Equipment • Rippers • Grape Hoe Weeder • Power Harrows • Reverse Osmosis Machine • Seeders • Flail Mower • Maple Harvesting Equipment • Harvester • Livestock Water System
<p>Pest Control/ Mitigation Equipment</p>	<ul style="list-style-type: none"> • Bird Bangers • Bird Netting • Bird Wailers • Insect Netting • Fencing for pest control and mitigation
<p>Processing Equipment</p>	<ul style="list-style-type: none"> • Commercial Grade Wash Station Equipment • Commercial Kitchen Equipment (stove, oven, stainless steel sinks, etc.) • Commercial Filtering System for Food Products • Commercial Digital Scale • Maple Processing Equipment
<p>Climate Control Equipment</p>	<ul style="list-style-type: none"> • Commercial Refrigeration • Commercial Freezer • Walk-in Cooler and Cooling System (no buildings)
<p>Growing Structures</p>	<ul style="list-style-type: none"> • Commercial Caterpillar Tunnel System • Commercial Greenhouse Kit • Trellis System for Greenhouse Growing
<p>Farm Building Improvement(s)</p>	<ul style="list-style-type: none"> • Fuel Tank (including pump) • Curtains (heat or ventilation) • Upgrading Electrical System or Adding Electrical Capacity • Livestock Handling System • Adding Water Supply to Farm Buildings for a New Purpose (not new builds)

<p>Land Improvements</p>	<ul style="list-style-type: none"> • Ditching • Tile Drainage • Farmyard Runoff Management • Water Well
<p>Food Safety</p>	<ul style="list-style-type: none"> • Consultation / Label Design / Nutrient Fact Tables • Enclosed Light Fixtures / Non-breakable Light Fixtures for Food Processing Areas • UV Systems / Reverse Osmosis for Water Treatment • Floor Covering to meet Food Safety Requirements (no concrete work)
<p>Marketing Activities</p>	<ul style="list-style-type: none"> • Website Design and Adding E-commerce to a Website • Farm Signage • Graphic Design for Product Packaging, Logo, Product Labeling • Product Photography and videos
<p>Consultant Services</p>	<ul style="list-style-type: none"> • Management Plans

Note: If your activity is not listed, please use the “Other Items” category on your application

Contact Information

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

**Nova Scotia Department of Agriculture
Programs Office**

74 Research Drive
Bible Hill, Nova Scotia B6L 2R2
Telephone: 902-893-6377
Toll Free: 1-866-844-4276
Fax: 902-893-7579
Email: prm@novascotia.ca

Nova Scotia Department of Agriculture Regional Offices		
Western	Yarmouth	902-223-8085
	Digby	902-638-2395
	Kentville	902-679-6021
	Lunenburg	902-634-7575
Eastern	Truro	902-893-6575
	Nappan	782-370-2278
	Antigonish	902-863-7180
	Sydney	902-563-2000