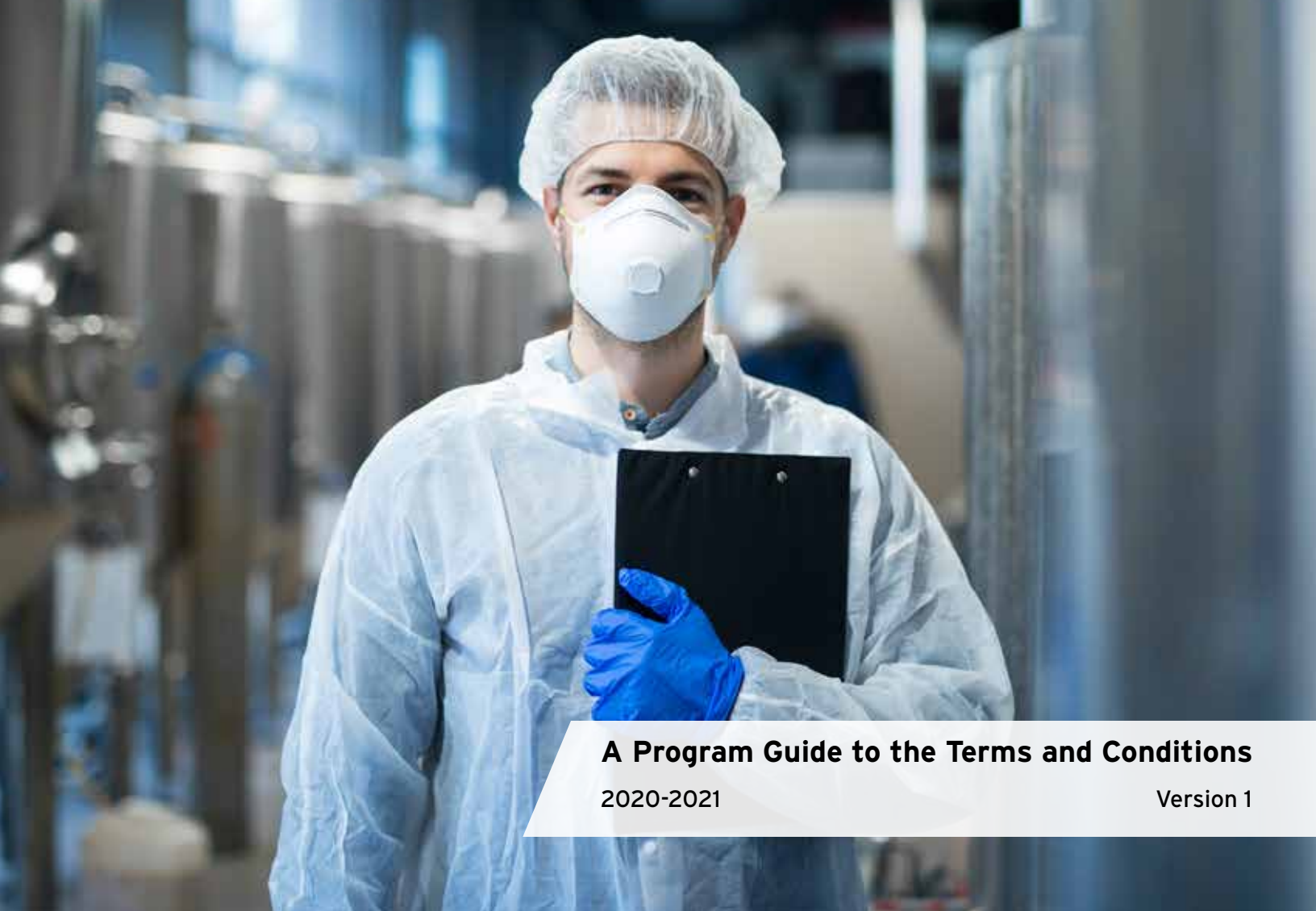

Ag Action Manitoba Program Special COVID-19 Response Initiative for Agri-Processors, Industry Organizations and Industry Service Providers

One program. Built with you in mind.



A Program Guide to the Terms and Conditions

2020-2021

Version 1

Ag Action Manitoba

One program. Built with you in mind.

Ag Action Manitoba is a five-year, \$176 million, all-encompassing program offered to farmers, agri-processors, industry organizations, researchers and industry service providers.

Ag Action Manitoba supports a wide variety of activities and strategic investments. This guide focuses on program activities directed towards **agri-processors, industry organizations and industry service providers.**

COVID-19 is impacting the agriculture supply chain. To address these impacts, Ag Action Manitoba is providing \$3 million in funding to agri-food processors, agri-food product processors, food distributors and agri-food industry organization for activities aimed at mitigating the risk of COVID-19.

The Ag Action Manitoba program, funded under the Canadian Agricultural Partnership, is administered by Manitoba Agriculture and Resource Development. Manitoba Agriculture and Resource Development staff are available to advise, support and work with applicants to help them reach their goals, and to help the agricultural sector become more profitable, competitive and innovative.

Canadian Agricultural Partnership

The Canadian Agricultural Partnership is a \$3 billion, five-year investment by federal, provincial and territorial governments to help Canada's agriculture and agri-food sectors innovate, grow and prosper.

This investment is cost shared, with 60 per cent of funding provided by the federal government and 40 per cent by the provinces and territories. The provinces and territories deliver the Canadian Agricultural Partnership's programs to ensure they meet regional needs.

About This Guide

This guide provides applicants with further details related to Ag Action Manitoba's cost share funding assistance.

Manitoba Agriculture and Resource Development will update the guide regularly, and it is subject to change without notice. New opportunities may be made available during the term of the Ag Action Manitoba program.

For more information, contact Manitoba Agriculture and Resource Development at:

- 1-844-769-6224
- agaction@gov.mb.ca
- manitoba.ca/agriculture

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SECTION 1

Program Description

The Ag Action Manitoba program provides financial assistance to agri-food and agri-product processors, food distributors and agri-food industry organizations for:

- personal protective equipment (PPE) and sanitation supplies to protect against COVID-19
- materials, supplies and equipment rental related to adapting production processes to meet social distancing and other safety precautions related to COVID-19
- business continuity practices, training and resources to support COVID-19 mitigation

SECTION 2

Program Eligibility

Ag Action Manitoba supports a wide variety of activities and strategic investments. This guide focuses on program activities directed towards agri-food and agri-product processors, food distributors and agri-food industry organizations.

Eligible applicants include:

- agri-food processors
- agri-product processors
- agri-food industry organizations (associations, commissions, non-profit organizations, boards, Indigenous government and communities)
- industry service providers (abattoirs, auction marts, assembly yards, feed mills and food distributors)

Agri-processors:

- should be involved in the transformation of agri-products into end products. This includes value-added activities that result in products that are ready for direct sales to consumers, or as ingredients for additional value-added processing, or for cleaning or packaging of agri-products into market ready materials or goods.

- should have a significant portion of the company's sales to the wholesale trade, including wholesale distributors, retail outlets and food service establishments (versus direct to consumer selling)
- if the applicant is an agri-food processor, they must have a permit to operate a food handling establishment in Manitoba, before submission of the application form
- must be located in Manitoba and explain how expenses contribute to business continuity related to mitigating the impact of COVID-19
- if the applicant is an abattoir, they must have a Manitoba Premises Identification Number
- must ensure they meet all eligibility requirements, as detailed for each activity

Industry Organizations:

- must be actively engaged in representing agri-food and agri-product processors or agri-business members' interests
- must be working to further the competitiveness of Manitoba's agricultural sectors
- must be registered with the Manitoba Companies Office or any other legally recognized entity

- must become incorporated or registered with the Manitoba Companies Office or any other legally recognized entity, within 90 days of the project start
- must be operating a minimum of one year to be eligible
- must be located in Manitoba and explain how expenses contribute to business continuity related to mitigating the impact of COVID-19

An organization with multiple divisions, operating names or units, will count as one organization.

Government employees, who are the majority shareholder (50 per cent or higher) in a business or operation, are not eligible to apply for funding.

A business or operation, which includes a provincial government employee as a minority shareholder, will be eligible to apply for funding.

Additional factors may be considered in determining the eligibility of an applicant, including:

- the provision of false or misleading information by the applicant under other Canadian Agricultural Partnership programs
- amounts due and owing by the applicant under other Canadian Agricultural Partnership and Manitoba programs

Be sure to refer to each Ag Action Manitoba program activity for specific eligibility requirements.

SECTION 3

Program Activities

Eligible applicants can apply to receive a rebate under the Ag Action Manitoba program focus areas:

- Focus Area 1 - Personal protective equipment (PPE), testing equipment and sanitation supplies
- Focus Area 2 - Business continuity initiatives, training and resources
- Focus Area 3 - Production process adaptations and equipment rentals

See sections 5 through 7 for more details of each activity.

SECTION 4

Cost Share Funding

Activities are cost shared 50:50 between government (the program) and the applicant. Government will contribute a maximum of 50 per cent of the eligible project costs, up to \$25,000 per applicant. Funding is provided on a reimbursement basis towards eligible expenses directly incurred by the applicant. Applicants must include invoices, along with proof of payment, supporting the eligible expenses with their application to receive funding.

Eligible costs

Eligible costs are expenses directly related to the execution of a project, incurred from April 1, 2020 to January 31, 2021. The applicant must provide detailed costs for each activity in the application.

The applicant is solely responsible for all costs and expenses of the project, including all ineligible costs and any project deficits or cost overruns.

Provincial Sales Tax (PST) and the non-recoverable portion of the Goods and Services Tax (GST) are eligible costs.

Other government funding

If an applicant has applied for, or received, COVID-19 funding for expenses listed in this guide from other provincial or federal sources, those costs are not reimbursable under this program.

Ineligible costs

The recoverable portion of GST is ineligible.

Refer to each focus area for a complete list of eligible and ineligible costs under Ag Action Manitoba.

SECTION 5

Focus Area 1 – Personal Protective Equipment (PPE), Testing Equipment and Sanitation Supplies

The PPE rebate focus area allows applicants to be reimbursed for costs incurred to protect staff and clients who are involved in the agriculture processing sector.

The maximum rebate for this activity will be based on:

- applicant eligibility
- purchase of eligible items
- documentation, including invoices and proof of payment
- funding availability

Any purchases that fall outside of the list of eligible items, may result in a claim being denied.

Eligible costs

The following eligible costs must be related to pandemic response and planning, and include:

- N95 respirators
- surgical masks
- non-surgical masks
- face coverings
- gloves (disposable)
- gowns (disposable)
- face shields
- testing kits
- thermometers
- disinfectant
- sanitizing wipes
- hand sanitizer
- surface cleaner

Ineligible costs

The following costs are ineligible for funding:

- in-kind contributions
- items not listed as eligible
- costs reimbursed under other federal or provincial programs
- overhead
- any cost, including a tax, which is eligible for a rebate, credit or refund (e.g., the recoverable portion of the Goods and Services Tax)
- salaries or wages
- any expenses incurred before April 1, 2020 and after January 31, 2021
- items that are leased or rented, where ownership is not immediately transferred to the applicant

SECTION 6

Focus Area 2 – Business Continuity Initiatives, Training and Resources

The intent of this focus area is to support pandemic awareness, protocol development and training for agri-food and agri-product processors, food distributors and agri-food industry organizations.

Activities must be COVID-19 related and could include:

- business continuity initiatives (e.g., pandemic awareness and planning)
- resources (e.g., communications, technology and professional fees)
- training

Eligible costs

The following eligible costs must be related to pandemic response and planning, and include:

- professional fees (e.g., consulting, health care worker, cleaner)
- incremental supplies and materials
- communication costs, such as printing and postage, and radio, newspaper and online advertising*
- online materials, training and courses
- speaker fees
- travel and accommodations
- audio visual equipment rental

*The applicant must supply a copy of all communication materials prior to reimbursement.

Ineligible costs

Ineligible costs include:

- in-kind contributions
- overhead and administration
- costs reimbursed under other federal and provincial programs
- facility construction and upgrades not related to mitigating COVID-19
- normal operating expenses associated with business operations
- salaries or wages
- travel related to ongoing and overall function of the organization
- any expenses not set out as an eligible cost and expenditure
- fees related to sub-contracted services, where the provider of the service involves an employee of the applicant
- any expenses incurred before April 1, 2020 and after January 31, 2021
- any expenses not specifically required for the execution of the project
- extended warranties
- spare parts not used as part of the project
- any cost, including a tax, which is eligible for a rebate, credit or refund (e.g., the recoverable portion of the Goods and Services Tax)

- financing charges, loan interest payments, bank fees and charges
- any compensation to any government employee for organizing or delivering parts of the project
- purchase of land, buildings and facilities and associated taxes and fees (e.g., land transfer tax)
- normal, current or ongoing maintenance expenses
- purchase of office space
- expenses incurred for other Canadian Agricultural Partnership projects
- any other expenses deemed ineligible by the program administrator
- routine web maintenance fees
- electronic devices that can be used for multiple purposes (e.g., digital cameras and smart phones)
- expenses associated with lobbying
- cost of establishing a commercial operation
- any project-related activity that generates profit
- expenses related to Manitoba government promotional campaigns and branding
- cost of sponsorship of conferences and learning events or initiatives

SECTION 7

Focus Area 3 – Production Process Adaptations and Equipment Rentals

The intent of this focus area is to support adaptations to production processes, facility and common areas, as well as required equipment to mitigate the spread of COVID-19 for agri-food and agri-product processors, food distributors and agri-food industry organizations.

Eligible costs

The following eligible costs must be related to pandemic response and planning, and include:

- extraordinary costs related to sanitation
- plexiglass barriers and other supplies for social distancing
- heaters (for sanitation or production purposes)
- fans (for sanitation or production purposes)
- tents (for storage or social distancing)
- portable lavatories and hand wash stations
- modular trailers (to provide additional space related to social distancing)
- delivery and installation
- thermal scanners
- materials and supplies directly related to implementation of production adaptation

Ineligible costs

Ineligible costs include:

- any expenses not set out as an eligible cost and expenditure
- in-kind contributions
- costs reimbursed under other federal and provincial programs
- overhead and administration
- facility construction and upgrades not related to mitigating COVID-19

- normal operating expenses associated with business operations
- salaries or wages
- travel related to ongoing and overall function of the organization
- fees related to sub-contracted services, where the provider of the service involves an employee of the applicant.
- any expenses incurred before April 1, 2020 and after January 31, 2021
- any expenses not specifically required for the execution of the project
- extended warranties
- spare parts not used as part of the project
- any cost, including a tax, which is eligible for a rebate, credit or refund (e.g., the recoverable portion of the Goods and Services Tax)
- financing charges, loan interest payments, bank fees and charges
- any compensation to any government employee for organizing or delivering parts of the project
- purchase of land, buildings and facilities, and associated taxes and fees (e.g., land transfer tax)
- normal, current or ongoing maintenance expenses
- purchase of office space
- expenses incurred for other Canadian Agricultural Partnership projects
- any other expenses deemed ineligible by the program administrator
- web maintenance fees
- electronic devices that can be used for multiple purposes (e.g., digital cameras and smart phones)

SECTION 8

How to Apply for Funding

Applications are available on the Manitoba Agriculture and Resource Development website. Go to www.manitoba.ca/agriculture and click on Ag Action Manitoba.

Manitoba Agriculture and Resource Development will publish CAP-Ag Action Manitoba activities through newsletters, website and social media channels.

Applicants can select as many focus areas as required on one application form, to a total application of up to \$25,000. Only one application per eligible applicant will be accepted. With a 50 per cent cost share for this program, an applicant would be required to incur \$50,000 in eligible costs to receive the maximum reimbursement of \$25,000.

Applications and required documentation must be emailed to Manitoba Agriculture and Resource Development.

All invoices and supporting documentation must be provided at the time of application to be eligible.

By applying, applicants agree to the terms and conditions of the program contained in this guide.

Funding for projects will be subject to the appropriation of funds by the Government of Canada and the Manitoba government.

No one other than the applicant may sign the program application or other program documents.

Applicants must comply with all Manitoba and federal government laws and regulations applicable to their project, and to their business or organization's operations. Applicants must also accept and agree to all of the terms and conditions of the program.

In the case of corporations, partnerships and other business organizations, a designated person with legal authorization must sign the application and other program documents. The program administrator may require proof of authorization.

For Industry organization applicants, an organizational assessment is required. For more information, please contact Manitoba Agriculture and Resource Development at 1-844-769-6224.

Project activities must be completed on or before January 31, 2021, or no payment will be issued.

All invoices and proof of payment are to be scanned, legible, attached and submitted in a single email to agaction@gov.mb.ca.

Rebate Application

Applications will be received, along with invoices for expenses, according to the following criteria:

- first come, first served
- application is complete
- all applicable invoices and associated proof of payment are included
- nine digit business number on application
- proof of payment includes:
 - if payment made by cheque, provide a copy of front and back of the cashed cheque or a bank account statement showing the debit transaction
 - if payment made by cash, the invoice must be accompanied by a receipt
 - if payment made by credit card, provide credit card statement showing the purchase transaction
 - if payment made by a bank transfer or money order, provide bank account statement showing the debit transaction

Claim Validation

Claims are assessed, based on the following:

- required proof of payment
- project description
- project deliverables and outcomes
- explanation of business need or challenge as a result of COVID-19
- number of employees that will benefit from the proposed COVID-19 funding

SECTION 9

Funding Decisions

The applicant will receive a funding decision letter and payment from the program administrator. The funding decision letter may state that only part of the applicant's proposed project or activity is approved for program funding, or that only specific eligible costs are approved for program funding.

SECTION 10

Appeals

The minister may establish an appeal body and a program appeal process.

SECTION 11

Payments

Payments are issued in accordance with the terms and conditions contained in this guide.

Attach itemized receipts and acceptable proof of payments to the application form, and submit to Manitoba Agriculture and Resource Development.

The applicant must incur, and have paid, all expenses associated with the project, before they can be reimbursed.

The calculation of eligible costs will be based on the actual out-of-pocket cost to the applicant, less any rebates, returns, discounts, incentives and credits, whether provided at the time of purchase or a later date.

Any payment to be made under this program is subject:

- to an appropriation of funds by the Parliament of Canada and Legislature of Manitoba in the fiscal year in which the payment is due
- to cancelled or reduced payments if departmental funding levels are changed by the Parliament of Canada or the Legislature of Manitoba

The program administrator does not assume any responsibility for the tax implications of financial support under the program. Any payments made under this program may have income tax implications for the applicant. The applicant is advised to consult their tax advisor as to the income tax consequences of participation in this program.

SECTION 12

Overpayments

The program administrator shall be entitled to demand repayment from the applicant of the amount of any overpayment, and the applicant shall pay the amount demanded within 30 days of such demand. Any overpayment that is not paid in full, when due, shall be deemed to be a debt due and owing by the applicant to the Manitoba government.

The term overpayment means any one or more of the following:

- any amount of program funding provided to the applicant that exceeds the amount the applicant was entitled to receive

- any program funds used or applied for by the applicant for costs or expenses that are not eligible costs under the program
- any program funds where an applicant is reimbursed for an eligible expense and subsequently receives a refund or discount from the vendor
- any program funds received contrary to these program terms and conditions, or that are otherwise returnable or repayable to the Manitoba government under these program terms and conditions

SECTION 13

Reporting and Project Communication

Any communication plans, products and activities developed by the applicant for the program must be submitted for approval by the program administrator.

Communications products and activities may include news releases, pamphlets, papers, posters, bulletins, newsletters and social media.

The program administrator will ensure that the Canadian Agricultural Partnership graphic standard is applied, and that Manitoba and Canada are identified equally.

The Government of Canada and the Manitoba government may make public announcements or otherwise publicly release the applicant's name, the amount of funding received under the program, and the general nature of the project or activity.

In any and all communications, publications, advertising and news releases referring to the project or comprising the project results and conclusions, the applicant must ensure that the financial contributions of both Manitoba and Canada towards the project are fully and fairly acknowledged in a manner satisfactory to the program administrator. The applicant must provide the program administrator with a copy of all such communications, publications, advertising and news releases.

SECTION 14

Collection, Use and Disclosure of Personal Information and Protection of Privacy

The applicant's personal information is collected under the authority of section 36(1) (b) of The Freedom of Information and Protection of Privacy Act (FIPPA), as it is directly related to, and necessary for, the purpose of determining eligibility for the program.

The applicant's information will be disclosed to Agriculture and Agri-Food Canada (AAFC), and the program administrator.

The applicant's personal information is protected under the privacy provisions of FIPPA. If you have questions concerning the collection, use or disclosure of applicant information, please contact Manitoba Agriculture and Resource Development at 204-945-0913.

The collection of personal information is limited to only as much personal information as is reasonably necessary to accomplish the purpose for which it is collected. Only those employees and agents who need to know the information to carry out the purpose for which it was collected, can use personal information.

The applicant's personal information will be used to verify eligibility for Canadian Agricultural Partnership programs, to obtain further information or clarification, or to communicate about any future programs that may be of interest.

By submitting an application under the program, the applicant has consented:

- to supply any other relevant and required documentation to confirm eligibility
- to participate in any surveys, focus groups, interviews or other methods of program evaluation
- to on-site requests to verify program eligibility and monitor the applicant's progress under the program
- to the public release by the Government of Canada or the Manitoba government of the applicant's name, the amount of funding received under the program, and the general nature of the project or activity that is receiving funding
- to authorize indirect collection of personal information from someone other than the applicant to verify program eligibility, or for verification or audit purposes
- to the applicant's information being used and disclosed for the purpose of analyzing program effectiveness

SECTION 15

False or Misleading Information

An applicant who provides false or misleading information under the program:

- foregoes all rights to program payments and any other benefits under the program for which they would be otherwise eligible
- is liable to repay all program payments received
- may be subject to prosecution

The provision of false or misleading information under the program may be taken into account in determining eligibility for other Canadian Agricultural Partnership programs.

SECTION 16

Right of Set-off

In addition to any rights of set-off the Manitoba government may have at law, the minister may set-off any amount payable to the applicant under the program against:

- any amount due and owing by the applicant under the program
- any amount due and owing by the applicant under any other Canadian Agricultural Partnership program

- any other amount due and owing by the applicant to the Government of Canada, the Manitoba government or a government agency

Amounts due and owing by the applicant under the program, may be taken into account in determining eligibility under other Canadian Agricultural Partnership programs.

SECTION 17

Ownership of Intellectual Property

Ownership of intellectual property created by the applicant under the program shall vest in the applicant.

SECTION 18

Changes to the Program Terms and Conditions

The minister may revise, alter or amend these program terms and conditions at any time by posting the revised program terms and conditions on the Manitoba Agriculture and Resource Development website. The applicant is responsible to monitor the Manitoba Agriculture and Resource Development website for any such revisions, alterations or amendments.

Applications shall be administered and governed by the program terms and conditions posted on the Manitoba Agriculture and Resource Development website on the date the application is received.

SECTION 19

No Liability of Governments, Indemnification by Applicant

The Government of Canada, the Manitoba government, and their respective ministers, officers, employees and agents shall not be liable for any injury to or loss or damage suffered by the applicant, the directors, officers, employees or agents of the applicant, or any other party, including, without limitation, any injury to persons (including death), damage to or loss or destruction of property, economic loss, consequential damages or infringement of rights caused by or related, either directly or indirectly, to the activities of the applicant under the program or the applicant's participation in the program.

The applicant shall, at all times during and following the applicant's participation in the program, be solely responsible for, and shall save harmless and indemnify the Government of Canada, the Manitoba government, and their respective ministers, officers, employees and agents from and against all claims, liabilities and demands with respect to any injury to persons (including, without limitation, death), damage to or loss or destruction of property, economic loss, consequential damages or infringement of rights caused by, or related, either directly or indirectly, to the activities of the applicant under the program or the applicant's participation in the program.

SECTION 20

Liability Insurance

Applicants are encouraged to discuss insurance requirements that relate to their participation in this program, with a licensed insurance broker.

SECTION 21

Conflict of Interest

No member of the House of Commons or of the Senate shall be allowed to derive any financial advantage under the program that would not be permitted under the Parliament of Canada Act.

No current or former federal public office holder to whom the Conflict of Interest Act, the Conflict of Interest Code for Members of the House of Commons.

No current or former Manitoba government employee shall be allowed to derive any financial advantage or benefit under the program, unless the provision or receipt of such advantage or benefit is in compliance with these program terms and conditions and all applicable conflict of interest policies.

SECTION 22

Representations, Warranties, Obligations, Joint and Several Liability

The applicant's participation in the program does not create a partnership, agency, joint venture or similar relationship between the governments of Canada or Manitoba and the applicant, and the applicant will not represent itself as such, including in any agreement with a third party.

The individual(s) signing the application must indicate their official position with the applicant, or their relationship to the applicant. By signing and submitting an application, the individual(s) signing the application represent and warrant that:

- The execution and delivery of the application and such other agreements and documents required in connection with the applicant's participation in the program, are within the proper powers and capacities of the applicant. Also, they have been duly and validly authorized by the applicant, and constitute binding legal obligations of the applicant.
- The applicant has granted them all necessary authority to commit the applicant to the obligations and undertakings in the application, as well as such other agreements and documents that are required in connection with the applicant's participation in the program.

The applicant is solely responsible for:

- ensuring that activities under the program are completed and performed in compliance with all applicable laws
- obtaining all required environmental and other approvals, licences and permits (whether federal, provincial or municipal), with respect to the applicant's activities under the program

If the applicant is an unincorporated business or a partnership, all owners of the business and all partners of the partnership, as the case may be, will be jointly and severally liable for all the undertakings and obligations of the applicant, under the application and all other agreements and documents related to the program. If the applicant consists of more than one person, each person will be jointly and severally liable for all the undertakings and obligations of the applicant, under the application and all other agreements and documents related to the program.

SECTION 23

Ministerial Discretion

Notwithstanding these program terms and conditions, the minister has the absolute discretion to determine any matter related to the program, including, without limitation, the amount of payments under the program.

SECTION 24

Termination of the Program

The minister has the absolute discretion to terminate the program at any time.

SECTION 25

Definitions

Abattoir: a facility where live animals are processed and dressed for further processing.

Agri-business: a person or entity involved in for-profit commercial activity in the agricultural sector, other than an agri-processor or a farmer.

Agri-food processor: person or entity that transforms agricultural commodities or ingredients into value added goods that are food or ingredients. These goods may be for direct consumption or sold as ingredients for further value-added processing.

Agri-product processor: person or entity that transforms agricultural commodities into value added goods that are not food or ingredients. These goods may include bio-products created from primary commodities, waste products from production or waste products from processing.

Agri-processor: a person or entity actively engaged in agri-food or agri-product processing.

Applicant: a person or entity who satisfies all the eligibility requirements set out in the terms and conditions and who submits an application under this program.

Assembly yard: any area of land used solely for the purpose of assembling livestock for shipment.

Auction mart: a licensed facility at or on which livestock is sold by public auction, including any buildings, pens, fences, gates, chutes, weigh scales and other equipment situated on the land and used in connection with it, but does not include:

- (a) any area of land used solely by the owner or lessee thereof for the purpose of holding a sale of livestock that have been owned by him or her for a period of not less than 30 days immediately preceding the date of the sale,
- (b) any area of land used solely for the purpose of assembling livestock for shipment,

- (c) any area of land used solely for the purpose of a sale
 - (i) of livestock held by a livestock association recognized by the director,
 - (ii) of livestock on behalf of members of a 4-H club, or
 - (iii) of livestock in an event sponsored by an agricultural society formed under The Agricultural Societies Act.

Canadian Agricultural Partnership: is a five-year agricultural policy framework by Canada's federal, provincial and territorial governments to encourage market development, innovation and research, environmental sustainability, value added processing, improved public trust and risk management across Canada's agriculture, agri-food and agri-product sectors.

Feed Mill: a mill in which animal feed is prepared.

Food distributor: a company that stocks food products in a warehouse and delivers these products when they are ordered to retail grocery stores and to food service outlets such as restaurants.

Funding decision letter: a letter issued to applicants indicating an application decision.

Government funding: Any financial assistance in the form of provincial or federal grants, loans or other assistance.

Incremental expenses: expenditures, including cash, labour and in-kind contributions that can be directly attributed to the project outlined in the application and are over and above normal business operational expenses.

Industry organization: a non-profit organization (e.g., a commodity organization) that is actively engaged in representing farmers, agri-processors, or agri-business members' interests and working to further the competitiveness of Manitoba's agriculture sector.

Industry service provider: an individual, agri-business, or organization that provides services to support the agricultural industry.

In-kind contributions: non-monetary goods and services that are not reimbursable by the program, but may be considered by the program administrator as part of the applicant's contribution requirement.

Intellectual property: all materials, concepts, know-hows, formulae, inventions, improvements, industrial designs, processes, patterns, machines, manufactures, compositions of matter, compilations of information, patents and patent applications, copyrights, trade secrets, technology, technical information, software, prototypes and specifications, including any right to apply for protections under statutory proceedings available for those purposes, provided they are capable of protection at law.

Knowledge transfer: the transfer of expertise, learning and skills between parties.

Manitoba government employee: any full-time, regular, part-time or term individual employed by the provincial government, including any special operating agency or Crown corporation.

Manitoba government senior public servant: the clerk of the executive council; a deputy minister or equivalent or an assistant deputy minister; a chairperson, president, vice-president, chief executive officer or deputy chief executive officer of a Crown agency; a person who is designated or who occupies a position that is designated under section 31.1 of The Legislative Assembly and Executive Council Conflict of Interest Act; and includes a person who, on a temporary basis, occupies a position that is designated under section 31.1 of The Legislative Assembly and Executive Council Conflict of Interest Act; and includes a person who, on a temporary basis, occupies a position described here.

Minister: refers to the Minister of Agriculture for the Manitoba government, and includes any person authorized to act on the minister's behalf.

Non-profit: a type of organization that does not earn profits for its owners. All money earned by, or donated to, a non-profit organization is used to pursue the organization's objectives and support its operations.

Person: includes an individual, partnership, association or corporate body (entity).

Program: refers to the Ag Action Manitoba program.

Program activity: a specific action under the Ag Action Manitoba program where applicants can apply for funding. Activities may have one or several focus areas.

Program administrator: Manitoba Agriculture and Resource Development, or where applicable, any person engaged by the Manitoba government, to carry out administrative activities in connection with the program.

Terms and conditions: the Ag Action Manitoba program rules that applicants accept and agree to follow as conditions for receiving funding. Terms and conditions can be revised, altered or amended from time to time.



Contact us

- Go to manitoba.ca/agriculture
- Toll free at 1-844-769-6224
- Email us at agaction@gov.mb.ca
- Follow us on Twitter @MBGovAg
- Join the #AgActionMB conversation on social media