

Ag Action Manitoba for Farmers PROGRAM APPLICATION Training and Consultation

Program applicant information will be collected under the authority of Section 36(1)(b) of The Freedom of Information and Protection of Privacy Act (FIPPA) as the information relates directly to, and is necessary for the Canadian Agricultural Partnership (CAP). As a program applicant, your personal information will be used and disclosed to assess and review your eligibility for the CAP, to contact for further information or to communicate future programming. Personal information is protected by the protection of privacy provisions of FIPPA. If you have any questions about the collection, use or disclosure of personal information, contact: Access and Privacy Co-ordinator, Manitoba Agriculture at 204-945-3439.

SECTION 1: APPLICANT INFORMATION		
Last Name	First Name	Initial
Are you a young farmer (between the age of 18 and 45)	YES	NO
Do you consider yourself a new or beginning farmer?	YES	NO
Do you self identify as indigenous, if so, select one		
Name of Business or Organization	Role/Position with Organization	
Business or Organization Type		
Mailing Address (Street and/or Postal Box Address)	Village/Town/City	Postal Code
Rural Municipality	Province	
Email Address	Phone Number	Cell Number
Manitoba Premises ID Number for Livestock Producers	If a number is not yet assigned, and you have livestock, please click here	

Legal name(s) and/or legal name(s) of partners and/or principal shareholders (owning 10% or more company shares) must be identified below, including Signing Officers of the Business/Organization (if applicable). If any partner is a current government employee or a current or former elected official, they must be identified below.				
Legal Name of Partner or Shareholder	Position/ Authority	Phone Number	Percentage of Ownership (%)	Government Employee or Elected Official (Y/N)

SECTION 2: PROPOSED PROJECT OVERVIEW

1. Commodity – Indicate the commodity which is the primary focus of the project

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2. Focus Area – Select one focus area and applicable eligible sub-activities

Focus Area	Eligible Sub-Activity
<p>Initial Professional Consulting Services for farm transition, human resource and risk management awareness.</p>	<p>Farm Transition Human Resource Management Risk Management Awareness</p>
<p>In-Depth Professional Financial Planning and Analysis for planning to diversify into livestock or expand an existing livestock operation or for young, new & beginning farmers who are establishing a commercial farm business or purchasing a commercial interest in an existing farm business.</p>	<p>For Farmers Livestock Diversification Livestock Expansion For Young, New & Beginning Farmers Livestock Diversification Livestock Expansion Establishing a Commercial Operation Purchase Interest in Existing Commercial Operation</p>
<p>Skills Training for developing management skills and farm business plans as well as for young, new and beginning farmers to increase leadership and individual business management capacity.</p>	<p>Farm Transition Farm Risk Management Financial Management Human Resource Management Leadership/ Farm Business Management Skill Training for Young & Beginning Farmers</p>

Only applications with a single focus area will be accepted. If funding for an additional focus area is required, please complete a separate application.

SECTION 3. PROPOSED BUDGET – complete based on the single focus area identified above			
Budget – Initial Professional Consulting Services			
Consultant Name	Business or Organization	Total Fees	
Budget – In-Depth Professional Financial Planning and Analysis			
Consultant Name	Business or Organization	Total Fees	
Budget – Skills Training			
Course Name – See CAP Farmers Guidebook	Supplies and Materials	Software	Registration and Enrollment Fees
Total			
Project will be cost shared between the applicant and the government at a 50:50 ratio up to a maximum lifetime cap amount listed in the CAP Farmers Guidebook			
Initial Professional Consulting Services: costs related to transition/succession planning, human resource and risk management awareness on farms			
In-depth Professional Consulting Services: costs related to :			
<ul style="list-style-type: none"> • financial analysis consultation services in completing a financial plan if diversifying into livestock or expanding an existing livestock farm operation; or • financial analysis consultation services in completing a financial plan for establishing a commercial farm business or purchasing a commercial interest in an existing farm business. 			
Skill Development: costs related to eligible courses and seminars outlined in the CAP Farmers Guidebook			

SECTION 4. DECLARATION AND SIGNATURE
<p>I confirm that I have read and understood the objectives, principles and criteria set out in the terms and conditions of the CAP Ag Action Manitoba Program, and understand the applicant must meet the following conditions in order to be eligible for funding:</p> <ol style="list-style-type: none"> 1. The applicant must demonstrate to Manitoba Agriculture that it has or can acquire adequate human resources, experience and skills required to carry out its responsibilities. 2. The applicant agrees to comply with the terms and conditions of the CAP Ag Action Manitoba Program. 3. The applicant agrees to provide financial documentation of all expenditures. 4. The applicant grants the Minister of Agriculture or its designate the right to conduct a compliance audit on the project described in this application. 5. The applicant agrees to provide appropriate recognition for the financial assistance of federal and provincial governments. 6. The applicant will make available to the Provincial Minister any communication materials developed under this program and agree that the Provincial Minister may use such materials for promotion purposes. 7. The applicant agrees that, unless authorized, costs incurred before the signing of the funding decision letter are not eligible for reimbursement. 8. The applicant agrees that Canada and Manitoba will not be liable for any claims for damage from the recipient or third parties related to the activities carried out by the recipient or on his/her behalf. 9. The applicant is in compliance with federal, provincial and municipal requirements.

10. There are no conflict of interest situations with the applicant relative to the CAP Ag Action Manitoba Program and Manitoba Agriculture.

11. This application has been signed below by the CEO/Chairman/President, owner(s) or a legally authorized representative who is duly authorized to accept the terms and conditions by clicking on the box indicating your acceptance. If you do not have the authority or do not accept the terms and conditions, you must not submit this application.

12. I understand that, if this application is accepted, I will be required to enter into a funding agreement with Manitoba Agriculture that sets out the terms and conditions for funding.

I understand that the information contained in this application is being collected for the purpose of assessing and reviewing my eligibility for funding under the CAP Ag Action Manitoba Program, and that such information will be used and disclosed for application assessment and review purposes, including verification of the information submitted as well as program review, statistical purposes and performance reporting.

Financial, commercial, scientific or technical information provided in this application will be treated in accordance with federal legislation, including The Access to Information Act and The Privacy Act and similar provincial Acts including The Freedom of Information and Protection of Privacy Act.

I agree that the project, if approved, will recognize the CAP Ag Action Program, and the federal and provincial governments for their contribution and support.

I consent to my personal information being disclosed to the extent reasonably necessary to determine my eligibility for Canadian Agricultural Partnership the CAP Ag Action Manitoba Program, to Agriculture and Agri-Food Canada (AAFC) for program administration and to AAFC and other organizations for audit purposes. I also consent to the use or disclosure of my information for the purposes of:

- (a) a survey of program participants and program review, statistical purposes, Manitoba Premises ID and performance reporting; and
- (b) public release by AAFC or Manitoba Agriculture of my name, the amount of funding received and the general nature of the project or activity undertaken by me for which funding is being made available.

The applicant consents to the information contained in this information (including personal information) being disclosed to the Program Administrator.

Please note that when you submit to Manitoba Agriculture, and you use webmail (e.g. Yahoo or Gmail etc.) your application will go to the draft folder in your email account. You have to manually open your draft folder and send this application to Manitoba Agriculture. Communication encryption may restrict your application from getting to your email account, if so; you need to manually email the saved application and other attachments to agaction@gov.mb.ca.

I understand that my personal information will otherwise only be used or disclosed with my consent or with other legal authority.

The information provided in this application is, to the best of our knowledge, complete, true and correct.

I represent that the above consents are made on behalf of the applicant (if applicable) and any other person named in this application.

By checking the box below, you are agreeing with the information contained in Section 5. An ink signature is not required.

Date application completed and submitted

I acknowledge that I am not a current government employee or a current or former elected official

I have read and agree with the Terms and Conditions contained within the Guidebook associated with this CAP activity

I would like to be subscribed to the Manitoba Agriculture e-Newsletter

FOR OFFICE USE ONLY			
Project Proposal Application has been reviewed and deemed complete. Project may now be assessed.			
Program Officer Assigned:		Date Application Received:	
AccessManitoba Client ID:		AccessManitoba Task ID:	
Version 1.1		May 17, 2018	