

# Sustainable Canadian Agricultural Partnership

Competitive. Innovative. Resilient.

## Food Safety & Traceability: Pre-Approved Food Safety & Traceability Equipment Rebate Program

### Program Guide

Version 2.0



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# Section 1 - Program Description

This program is designed to assist Manitoba's agri-food and agri-product sectors in adopting and improving food safety and traceability practices. Financial assistance will be provided to eligible recipients for the purchase of specific food safety and traceability equipment. Food safety and traceability are not only important for public safety but also a requirement for many regulators, associations, and customers.

## Section 2 - Program Eligibility

Food Safety & Traceability program is open to:

- Agri-food Processors
- Agri-product Processors
- Food Warehouses/Distributors
- Indigenous Groups (First Nation, Métis, and Inuit) including governments, individuals, businesses, communities, organizations, and other Indigenous-led groups undertaking agricultural initiatives

Eligible applicants:

- Must have a significant portion of company sales in wholesale trade including retail outlets, food service establishments and wholesale distributors (versus direct to consumers)
- Must have at least one of the following before completing the Rebate Worksheet:
  - A valid Permit to Operate a Food Handling Establishment from Manitoba Agriculture
  - A valid Health Permit from Manitoba Health
  - A valid Safe Food for Canadians (SFC) licence
- Can be from inside or outside of Manitoba, as long as the activities occur in Manitoba or have a positive outcome for the province
- Must ensure that they meet all eligibility requirements

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

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

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

- amounts due and owing to Manitoba by the applicant under other Sustainable Canadian Agricultural Partnership and Manitoba programs

## Section 3 - Program Details

### Cost Sharing

Activities are cost shared between government and the applicant; the cost share ratio is:

- 60:40 for food safety activities
- 60:40 for traceability activities

There is a maximum funding limit of \$30,000 for all food safety items and \$30,000 for all traceability items, including those which have been approved previously under this program and/or approved under the Food Safety and Traceability Implementation Support program.

### Eligible Expenses

Eligible Expenses must be directly related to the execution of a project that demonstrates, to the satisfaction of the Project Administrator, that the equipment purchased will assist in the adoption and implementation of food safety and traceability practices. The applicant will have to provide an eligible proof of purchase and proof of payment for each eligible expense, which includes:

- Metal detector
- X-ray machine
- Sieve/sifter
- pH Meter
- Moisture meter
- $a_w$  meter
- Reference thermometer
- Certified weights
- Magnet pull strength test kit
- Magnet to remove foreign material
- Data logger
- Luminometer/ATP
- Scale used for food safety (i.e., for measuring nitrate)
- Provincial Sales Tax (PST)



The following traceability items are eligible:

- Lot code or tag printer
- Bar code scanner
- Provincial Sales Tax (PST)

## **Ineligible Expenses**

The following expenses are **ineligible** for funding:

- Eligible expenses without proof of payment.
- Any expense, including a tax, which is eligible for a rebate, credit or refund such as Goods and Services Tax (GST)
- Non-food safety related implementation and certification costs
- Travel expenses directly associated with training events
- In-kind contributions such as staff labour, use of assets and equipment, materials, technical, consulting and professional services (e.g., in-house program development or testing).
- Normal operating expenses associated with carrying out business operations
- Extended warranties
- Financing charges, loan interest payments, bank fees and charges
- Compensation to any government employee for providing services
- Purchase of land, buildings and facilities and associated taxes and fees (e.g., land transfer tax)
- Any additions or upgrades to new or existing buildings and facilities, associated taxes and fees
- Normal, current, or ongoing maintenance expenses
- Multi-use items (e.g., computers, tablets, phones, cameras, batteries, clothing and footwear, tools, fuel, etc.)
- Purchase of labels, packaging
- Consumable supplies
- Any item purchased before April 1, 2024
- Any other expense deemed ineligible by the program administrator

The applicant is solely responsible for all project expenses, including all ineligible expenses and any project deficits or over-runs.

## **Funding from Government**

The applicant must adhere to the stacking limit. The stacking limit refers to the maximum level of total Canadian government funding (federal, provincial/territorial, and municipal) a successful Applicant can receive towards total approved eligible expenses of a project.



The maximum level of total government funding must not exceed:

- 100 percent of total approved eligible expenses; or
- If the Applicant is a for-profit business or organization, 75 per cent for capital items that are approved eligible expenses

## Section 4 - Rebate Worksheet Assessment

Rebate Worksheets are assessed on a first-come, first served, basis. Rebate Worksheets for this program will be continuously received until program funds have been exhausted. Program Administration will review Rebate Worksheets using the following criteria:

- Applicant eligibility
- Completeness of form
- Inclusion of applicable permit and/or licence
- Submission of all invoices and appropriate proof of payment
- Purchase consistent with eligible expenses list stated above

## Section 5 - How to Apply for Funding

The Rebate Worksheet, upcoming intakes and deadline dates are available on the Manitoba Agriculture website. Go to <https://www.manitoba.ca/scap/resiliency/foodsafety/pre-approved-equipment.html>.

The Rebate Worksheet must be submitted to the Program Administrator, via email [agriculture@gov.mb.ca](mailto:agriculture@gov.mb.ca), by no later than **11:59 PM on January 23, 2025**. Rebate Worksheets and supplementary documentation will not be accepted after this deadline.

The applicant must attach all invoices and proof of payment, along with the Rebate Worksheet.

The Applicant must acknowledge and agree to the terms and conditions contained in the Rebate Worksheet, the Program Guide and the Program Terms and Conditions.

Only the duly authorized representative of the applicant may sign the Rebate Worksheet and other program documents. The Program Administrator may require proof of authorization.

Applicants must comply with all Manitoba and federal government laws and regulations applicable to their projects and to their business or organization's operations.

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

The Applicant can submit multiple Rebate Worksheets over the life of the program but only a single Rebate Worksheet can be open at a time. Please ensure that the Rebate Worksheet is submitted only after all eligible purchases have been made and proof of payment is available.

**Important:** Funding is limited, and we strongly encourage you to submit your completed Rebate Worksheet as far in advance of the deadline as possible to increase the likelihood that your project can be funded.

# Definitions

**Agri-food Processor:** person or entity that transforms agricultural commodities or ingredients into value-added goods that are food or ingredients; may be goods 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; 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-product and agri-food processing.

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

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

**Government Funding:** any financial assistance in the form of provincial or federal grants, loans, or other assistance.

**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 described here.


**Primary Producer:** an individual grower, producer or rancher, partnership, corporation, co-operative or any other association of people who is actively engaged in farming.

**Program:** refers to the Sustainable Canadian Agricultural Partnership program.

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

**Sustainable 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.





**Terms and Conditions:** Sustainable Canadian Agricultural Partnership program rules that applicants must follow as conditions for receiving funding; can be occasionally revised, altered or amended from time to time.