



**Sustainable Canadian  
Agricultural Partnership**

Competitive. Innovative. Resilient.

## Industry Development Initiatives Application Worksheet

**Applicant Information:** enter contact information for the Organization or the Indigenous Government, Community or Organization, and the primary contact person

Legal Name of Organization or Indigenous Government, Community or Business

Last Name		First Name
Primary Phone Number		
Primary Email		
The above information <u>must be</u> the same as the information that was provided on the Applicant Information Form.		

**Project Title:** provide a clear, descriptive title for the proposed project.  
(maximum of 250 characters)

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**Project Summary:** provide a brief overview of the proposed project.  
(maximum of 500 characters)

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## Identification of Under-represented Groups

<p>Select any of the following groups who will <b>directly benefit from the project's activities</b></p> <p><b>Select all that apply. At least one box must be checked.</b></p>	<p>Indigenous People</p> <p>First Nations</p> <p>Métis</p> <p>Inuit</p> <p>Unknown</p>	<p>Women</p> <p>Youth (under 40)</p> <p>Not applicable</p> <p>Decline to identify</p>
<p>Your response is for information purposes only and will not affect the assessment of the application</p>		

## Project Location: Using one of the options below, indicate the location of where the majority of project activities will take place

Indigenous/First Nation Community	
Rural Municipality	
Regional Location	
<ul style="list-style-type: none"> <li>• Use Indigenous/First Nation Community if project activities are occurring primarily within the community.</li> <li>• Use Rural Municipality if the majority of project activities are occurring in a specific area or location. If the project takes place across two or more municipalities, select the single municipality where the majority of project activities are occurring.</li> <li>• Use Regional Location if project activities are occurring across a large region, across the entire province or outside Manitoba</li> </ul>	

## Project Impact: Describe the primary sector or commodity that will be impacted by project activities (e.g. grain farming, cattle farming, oilseed processing, etc.)

<p>If more than one sector or commodity will be impacted by the project activities, please indicate which sector or commodity would be considered the one that would be impacted the most or considered as the majority.</p>

**Project Partners:** indicate up to two external businesses or organizations who will be providing support for the proposed project.

Will the project involve any industry partners?  
(if yes, complete the table below for each partner)

**Partner 1**

Organization	
Role in Project	
Description and Amount of Contribution	

**Partner 2**

Organization	
Role in Project	
Description and Amount of Contribution	

**Funding Stream:** Select all that apply.

Training

Resource Development

**Focus Area:** select one primary focus area for the intended project.

Economic and workforce development

Technical and business skills development

**Project Description:** based on the Funding Stream(s) selection above, describe the project including the main issue that the project is intending to solve or what business or capacity building opportunity is being explored (maximum of 2,000 characters).

**Expected Project Outcomes:** indicate up to three expected project outcomes/ measures of success (maximum 500 characters for each outcome).

Item	Description
A.	
B.	
C.	

**Additional Project Information:** complete only the section(s) which relate to the Funding Stream(s) identified above.

**Section A - Training**

**Training Event Type:** select all that apply

- |   |                     |
|---|---------------------|
| Conference/Trade Show                   | One-on-one Training |
| In-person Training                      | On-site Training    |
| Web Based Training (including webinars) |                     |

Describe the training event(s) that will be held or attended, including the name of the event, type of event, location, number of attendees and training materials required. (maximum of 2,500 characters)

Provide a description of each speaker and representative, including area of expertise, background and how they will contribute to the success of the training and the cost estimate for each individual (maximum of 2,500 characters).

## Section B – Resource Development

**Resource Type:** select all that apply

Manuals, Brochures, and Factsheets

Instructional Videos

Strategic, Transition, and Planning Guides

Website and Social Media

Describe the resource(s) that will be developed, including how the resource will be distributed and the reach of each resource (maximum of 2,000 characters)



## Project Timeline and Budget

<b>Estimated Start Date</b> (earliest eligible start date: April 1, 2026)	<b>Estimated End Date</b> (latest eligible end date: December 31, 2027)

## Budget: before completing the budget table, please review the following information

- For Description, include a general description of the expense, including name of speaker or vendor, date of rental, etc.
- All costs listed in the budget table must be in Canadian dollars, exclusive of GST.
- Budget information should be based on quotes received from suppliers and vendors.
- Eligible expenses must be incurred between April 1, 2026, and December 31, 2027.
- Eligible expenses are to be entered into the fiscal year column in which they will be incurred. For example:
  - Enter expenses that will be incurred between April 1, 2026, and March 31, 2027, into the 2026-27 column
  - Enter expenses that will be incurred between April 1, 2027, and December 31, 2027, into the 2027-28 column
- Complete Table A for Training expenses
- Complete Table B for Resource Development expenses

If the project is approved for funding, the project will be cost shared between the applicant and the government at a ratio and maximum funding amount as outlined in the Program Guide. Information on specific eligible expenses, can be found in the Program Guide.

The applicant must incur and pay all eligible and approved expenses associated with the project before reimbursement. Invoices and proof of payment in the name of any party other than the Applicant will not be considered.

**Table A: Training Expenses:** complete all applicable fields, financial information must be in Canadian dollars, less GST. For multiple training events, ensure that each description clearly indicates the corresponding event.

Expense	Description	2026-27	2027-28
		Amount	Amount
Subtotal			
Total			

**Table B: Resource Development Expenses:** complete all applicable fields, financial information must be in Canadian dollars, less GST.

Expense	Description	2026-27	2027-28
		Amount	Amount
Subtotal			
Total			

**Client Contribution/Other Funding:** if applicable, indicate the source, amount and description of non-Sustainable CAP funds that will be used to pay for this project, including funds provided by the applicant. If non-Sustainable CAP funds are being used for a specific item (e.g. refreshments, hall rental, etc.) please specify in the Description column.

Source of Contribution	Amount (in Canadian dollars)	Description	Contribution Status

## Privacy Notice and Declaration

The Department of Agriculture ("Manitoba Agriculture") is collecting Applicant information, which may include personal information, under the authority of clause 36(1)(b) of The Freedom of Information and Protection of Privacy Act ("FIPPA") as the information relates directly to, and is necessary for, determining and verifying Applicant eligibility for programs administered under the Sustainable Canadian Agricultural Partnership ("Program").

Manitoba Agriculture is authorized to use information, which may include personal information, under the authority of clause 43(1)(a) of FIPPA, for the purpose of determining and verifying Applicant eligibility for the Program.

Manitoba Agriculture is authorized to disclose information to the Government of Canada, which may include personal information, under the authority of clauses 44(1)(i) and 44(1)(x.1) of FIPPA, in order to facilitate the monitoring and evaluation of a shared cost program or service.

All personal information collected by Manitoba Agriculture is protected under FIPPA. Personal information cannot be used or disclosed for any other purpose, unless consent is provided or the disclosure is authorized or required under FIPPA.

Should you have any questions about the collection, use or disclosure of personal information, contact the Access and Privacy Co-ordinator at 204-945-4823.

**This Declaration must be completed by a duly authorized representative of the Applicant.**

**Checking the boxes below indicates acceptance and is required.**

The Applicant has read and understands the Program Guide and confirms that the Applicant meets all of the requirements of an eligible applicant.

The Applicant has read and understands the Program Terms and Conditions.

If the Applicant's funding request is approved, the Applicant agrees to comply with the Program Guide and the Program Terms and Conditions.

The Applicant represents and warrants that no Manitoba government employee holds a 50% or more ownership interest in the business or organization that is applying for funding.

The Applicant represents and warrants that no current or former member of the Legislative Assembly of Manitoba holds an ownership interest in the business or organization that is applying for funding.

The Applicant understands that if the Applicant's funding request is approved, that approval and payment of funding is subject to and conditional upon the Applicant signing a written funding agreement, satisfactory in form and content to Manitoba Agriculture.

The information provided in this Application Worksheet is complete, true, and accurate.

The Applicant confirms that the information provided in the Applicant Information Form:  
a) previously submitted under the Sustainable CAP Program; or  
b) submitted together with this Application Worksheet.

is complete, true, and accurate.

Date Application Worksheet completed and submitted.  
(YYYY – MM – DD)

**Submit your application by email to [agriculture@gov.mb.ca](mailto:agriculture@gov.mb.ca).**

Only complete applications will be accepted. Complete applications must include:

1. **[Applicant Information Form](#)** if this is your first time applying to the Sustainable Canadian Agricultural Partnership (Sustainable CAP)
  - If you previously applied to Sustainable CAP, the Applicant Information Form doesn't need to be submitted again.
  - If you are unsure if you have previously applied for funding or if your applicant information has changed, email the Program Administrator at:  
[agriculture@gov.mb.ca](mailto:agriculture@gov.mb.ca)
2. **Application Worksheet** – all required sections must be completed.

**For more information, contact [agriculture@gov.mb.ca](mailto:agriculture@gov.mb.ca) or call 1-800-811-4411.**

To save the form, please click on the SAVE button and save the form to your desktop (or anywhere else on your computer)