



Beginning Farmer Mentoring

Agriculture by Choice

How to Apply for Funding

Eligible Activities:

Assistance to encourage one-on-one mentoring activities that target the training needs of Beginning Farmers in Agriculture.

Eligible Applicants:

- Beginning Farmers or Agricultural Organizations offering a mentorship program.

Eligible activities include:

- Initial meetings between the mentor and mentee and visits to their respective operations to determine if there is potential for a mentoring relationship;
- Development of a training plan between the mentor and mentee that supports increased understanding and application of business management skills and practices;
- Mentoring activities benefiting the Beginning Farmer in Agriculture.

Eligible Costs and Level of Assistance:

- Up to 70% of the approved training expenses (receipts required) incurred by the mentor as required to provide guidance to the mentee to a maximum of \$500; and
- Up to 70% of the Honoraria to mentor, travel, meals and accommodation for mentor or mentee visits (not to exceed the rates set out in the *Province of New Brunswick Travel Directive*) to a maximum contribution of \$2,000 to complete the training plan that was developed.
- Maximum assistance per Beginning Farmer in agriculture mentor / mentee relationship is \$4,000 over the duration of the program.

Requirements to be a Mentor to a Beginning Farmer in Agriculture:

- Mentor must be located within reasonable geographic proximity to mentor (sourced from the three adjoining provinces)
- Mentors must be arms length from the mentee;
- Mentors must be approved by the Project Officer;
- Training plans must be approved by the Project Officer.

Requirements to be a Mentee Beginning Farmer in Agriculture:

- Must complete the Beginning Farmer Self-Assessment activity to be eligible to participating in the Beginning Farmer Mentoring Program

Steps to Participate in the Program

1. Beginning Farmer submits completed, signed application form to any Department of Agriculture, Aquaculture and Fisheries (DAAF) regional office or by email to GFCA.ADMIN@GNB.CA.
2. Proposal is reviewed and applicant informed in writing by DAAF when project can begin and what eligible costs are approved.
3. Beginning Farmer submits claim for each element of the mentorship completed, a final report, and project evaluation form to DAAF.
4. DAAF reviews project reports and claim, and pays producer for approved eligible costs.

Please attach documentation to your application form covering the following headings:

1. Project Title
2. Project Purpose
 - a. What is the objective of the project?
 - b. How does the project relate to the needs of your farm?
3. Project Technical Detail
 - a. Provide a detailed training plan to implement your project (what, where, when and why);
 - b. Detailed description of why you chose this mentor.
4. Project Budget
 - a. Provide a detailed budget for the project including all costs.
 - b. Indicate all sources of funding for the project.
5. Project Impact
 - a. How will this project meet the guidelines?
 - b. How will this project impact your business?
6. Project Evaluation
 - a. How will you evaluate the success of this project?
 - b. Who will be involved in the evaluation process?
7. Project Reporting
 - a. Indicate the results you intend to report.
 - b. Indicate how you intend to share the results of this project.
 - c. When will a final report be submitted.