

## GUIDELINES

### Atlantic Agriculture Research and Innovation Initiative

#### OBJECTIVES:

- To encourage Atlantic Canadian collaboration and provide financial assistance on research and innovation projects, of mutual benefit, which can lead to improved profitability competitiveness and/or sustainability of the agriculture, agri-food and agri-product sectors in Atlantic Canada
- To provide a common set of Pan-Atlantic Research and Innovation Program guidelines in order to simplify the application and approval process for applicants interested in conducting research and innovation projects within Atlantic Canada

#### PROVINCIAL SUPPORT:

- To be eligible for financial support through the Atlantic Research and Innovation Initiative at least two of the Atlantic Provinces must be willing to financially support the submitted project

#### ELIGIBLE APPLICANTS:

- Non-government agricultural organizations, clubs, cooperatives, foundations, groups and associations
- Atlantic Canadian institutions, academic institutions and agri-businesses and individual producers with industry support

#### ELIGIBLE ACTIVITIES:

Assistance may be provided to carry out applied and adaptive research in the following areas:

- a) Short to medium term projects which address gaps in scientific knowledge and/or target new innovation opportunities;
- b) Industry-led research, development and innovation projects which meet the objectives of the Initiative;
- c) Strategic projects/infrastructure which will improve research capacity or support innovation projects within Atlantic Canada;
- d) Projects which demonstrate a solid business case for increased industry and/or business competitiveness, profitability and sustainability;
- e) Innovation positions (e.g. chairs, graduate students) at Atlantic academic institutions and industry research coordinators through agriculture industry organizations who will work on

sector targeted research of mutual benefit to the agriculture, agri-food and agri-product sectors in Atlantic Canada; and

f) Projects which support the adaptation of research and innovation from other geographic areas which meet the objectives of the Initiative.

Examples of activities include but not limited to:

- product and technology innovations in plant and animal research
- new and innovative opportunities in agri-health, agri-energy and agri-bioproducts
- adoption of new processes or management practices
- technology transfer initiatives
- crop and livestock development research
- pest and disease management research
- diversification and evaluation including crops, livestock or alternate uses for agricultural products

#### **ELIGIBLE EXPENSES:**

- salaries
- contracted labour
- consulting fees
- equipment rental
- monitoring equipment
- travel
- materials and supplies
- analytical laboratory fees
- capital (at the discretion of each province)
- HST (ineligible reimbursement portion only)
- administration (at the discretion of the Committee)

The eligibility of all expenses is at the discretion of the review committee.

#### **INELIGIBLE EXPENSES:**

- non arms-length transactions
- travel to conferences
- existing staff salaries

#### **ASSISTANCE:**

Level of assistance will be dependent upon such things as organization type (for profit, not for profit), level of innovation, sector capacity, industry support, potential Atlantic wide benefits, public versus private benefits, government and private investment, economic impact to sector, residual value to the applicant after completion of the project and total cost of the project and level of risk. If projects are not submitted through an Atlantic Canadian agricultural industry association, letters indicating support from a representative agricultural industry association from the partnering provinces must be provided. Each project request for funding will be evaluated and considered on an individual project basis. Priority will be given to those projects that have significant in-kind or industry contributions.

## **ADVANCES:**

Upon request, advances may be provided to the successful applicant. Initial advances on project costs may be obtained for up to 50% of the approved project amount. Dependent upon the nature of the project, a subsequent advance for up to 50% of the remaining approved project amount may be provided once a claim for the initial advance has been processed and the project officer has certified that project activities are meeting their projected targets.

## **FINAL REPORTING:**

Applicants are required to submit an interim report for multi-year projects and a final report following project completion. Templates for these reports will be provided with the letters of approval and the reports must be acceptable to the assigned project officer. Final reports must be submitted no later than forty-five (45) days after the approved project completion date. A portion of the approved funding may be held back until the required final report, satisfactory to the project officer, has been submitted and is complete. Failure to submit an acceptable final and/or summary report may affect funding approval decisions for future projects. Unless otherwise specified in a written agreement between the Applicants, the results from the project may be published.

## **APPLICATION AND APPROVAL PROCESS:**

Complete and submit the application form to one of the four Provincial contacts.

### **PROVINCIAL CONTACTS:**

Nova Scotia:  
K. Laurie Sandeson  
Coordinator Innovation and Acceleration  
NS Department of Agriculture  
Resources  
Email: [laurie.sandeson@novascotia.ca](mailto:laurie.sandeson@novascotia.ca)  
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Newfoundland and Labrador:  
Sabrina Ellsworth  
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New Brunswick:  
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and Fisheries  
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Prince Edward Island:  
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