



## Canada-PEI Organic Industry Development Program

### Application Form

Personal information on this form is collected under Section 31(c) of the Freedom of Information and Protection Privacy Act R.S.P.E.I. 1988, c. F-15.01 as it relates directly to and is necessary for the **Organic Industry Development Program** being delivered as part of the Canada -Prince Edward Island Growing Forward Framework and Bilateral Agreements. It will be used for determining eligibility for program assistance and will be shared with the Canada Revenue Agency regarding the taxable benefit and Agriculture and Agri-food Canada regarding claims, audits and evaluations of this program.

<b>Project Title:</b>		
Full Name (including middle name)	Civic Address/mailling address	Postal code
Business Name (if applicable)	Email address	
Telephone Number (s)	Fax Number	
What type of business is your operation? Check one: Individual proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Incorporated <input type="checkbox"/> Agri-business <input type="checkbox"/> Industry organization <input type="checkbox"/>		
<b>If you have checked individual Proprietorship or Partnership</b> please provide your Social Insurance Number Social Insurance Number: _____		
<b>If you checked incorporated</b> , please provide your Revenue Canada Business Number. This number can be found on your tax forms and is required under the authority of the <i>Income Tax Act</i> Revenue Canada Business Number: _____		
<b>Indicate which sub-program you are applying for (✓):</b> <input type="checkbox"/> Organic Value Chain Development <input type="checkbox"/> Organic Farm Advancement <input type="checkbox"/> Agro-environmental		
<b>I have attached a current Business Plan</b> <input type="checkbox"/>		

I, certify that the information given on this application is to the best of my knowledge complete, true and accurate.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please submit completed application form or direct inquiries to:**

Susan MacKinnon  
Organic Industry Development Program  
PEI Department of Agriculture  
PO Box 1600, Charlottetown  
PE C1A 7N3      Telephone: (902) 368-5657      Fax: (902) 368-5729      Email: [sdmackinnon@gov.pe.ca](mailto:sdmackinnon@gov.pe.ca)

File Number (office use only)	Date Application Received (office use only)
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#### Project Proposal

Prepare a 1 - 2 page proposal using all the following headings to describe the project:

- 1. Title** Provide a descriptive title for your project
- 2. Overview** Provide a brief overview of the project
- 3. Objective** Identify the project objective(s) and the expected results. State how the project is related to the expansion of the PEI organic industry
- 4. Background** Provide a summary of your operation and why you feel this project is important, timely and unique to the expansion of the PEI organic industry
- 5. Description** Outline what work will be carried out, by whom, what equipment is involved, modifications etc.
- 6. Evaluation** Explain how the project will be evaluated. State the expected benefits to the organic agricultural industry of Prince Edward Island. Describe how the results will be communicated.
- 7. Timeline** Identify the start and finish date, plus include other project milestones.
- 8. Budget** Identify total project costs including a breakdown of specific items required and funding requested from the Organic Industry Development Program.

**Please submit completed applications form or direct inquiries to:**

Susan MacKinnon  
Organic Development Officer  
PEI Department of Agriculture  
P.O. Box 1600, Charlottetown  
PE C1A 7N3

Telephone: (902) 368-5657

Fax: (902) 368-5729

Email: [sdmackinnon@gov.pe.ca](mailto:sdmackinnon@gov.pe.ca)

**Canada-PEI  
Organic Industry Development Program**

**General Information and Application Guidelines**

**Purpose**

The Organic Industry Development Program was established to provide assistance with projects that encourage growth in the organic sector and yield positive economic benefits to the Prince Edward Island agriculture industry.

This program is intended to provide funds to growers, grower alliances, producer groups, and/or processors to accelerate the adoption of certified organic production and processing technology to facilitate growth in the industry and contribute to on-farm profitability and competitiveness.

**Program Components and Assistance Available**

**A. Organic Value Chain Development**

The purpose of this sub-program is to accelerate growth in the Prince Edward Island organic sector through the establishment of value chains that create positive linkages with partners from the farm to the marketplace which are market driven and focused on creating customer value. All projects must have sufficient scale of production and marketing to initiate and sustain incremental sales growth.

Because transition may take several years, multi-year projects are eligible. Funding will be determined by the scope and potential success of the proposal. Producers currently not certified, must have made application to an accredited certification agency by the completion of the project.

50% of the eligible expenses associated with the execution of the project is available. Training and education expenses associated with the project will be funded at 75%. Applicants must have a current business plan indicating that the farm has the ability to be profitable and sustain growth in the future. An evaluation of the success of the project must accompany the final claim.

**B. Organic Farm Advancement**

To assist farmers improve their economic viability and environmental impact through the development of organic farm enterprise plans and implementation of the plan. The enterprise plan will be developed in conjunction with a team of farmers and consultants. The plan will outline ways for the farmer to increase on-farm income through improved management practices, diversification, direct marketing, value adding and agri-tourism. Applicants must own or co-own at least five acres of land in agricultural or wild crafting use and be managed as a commercial organic enterprise.

50% of eligible expenses to a maximum of \$10,000 is available. Applicants must have a current business plan indicating that the farm has the ability to be profitable and sustain growth in the future. An evaluation of the success of the project must accompany the final claim.

**Canada-PEI  
Organic Industry Development Program**

**General Information and Application Guidelines**

**C. Organic Agro-environmental Evaluation**

Organic farmers rely on well designed crop rotations, preventative practices and use of a range of mechanical cultivation equipment to management weed and pest populations. Financial assistance is available to purchase mechanical weed and pest management equipment.

A partial list of eligible equipment includes: portable grain cleaner, wide sweeps for chisel plow, flame weeders, frost seeders, inter-row cultivators, grass seeder attachments for tine weeders, ultra- violet equipment for disease control or root pruners.

Applicants are eligible for assistance of up to 50% of the cost of the equipment to a maximum of \$5,000 per application. A short evaluation report should be submitted with each claim.

**Eligible Applicants**

Primary producers, grower alliances, producer groups, and agri-business. Universities, research agencies, provincial and federal governments and their agencies are not eligible as applicants, but may apply as a partner on a project. Approval of the applications will be subject to availability of funding

**Eligible Expenses**

Applicants are eligible for a maximum combined total of \$100,000 from the three sub-programs. Funding will be determined by the scope and potential success of the proposal. Education and training for the applicants and suppliers including mentoring activities with both local and off Island experts, product development research, hiring a consultant or business manager, market development activities, modification of a facility to meet organic requirements, and market risk - bridging funding.

**Non-eligible Expenses**

In-kind contributions, on-going production activities, purchase of breeding stock and/or seed, administration costs, feasibility studies and market scans will not be considered.

**Administration**

This program will be administered by the Agriculture Resource Division of the PEI Department of Agriculture. Requests for information should be directed to:

Organic Development Officer  
PEI Department of Agriculture  
PO Box 1600  
Charlottetown, PEI C1A 7N3

Phone: 902-368-5657  
Fax: 902-368-5729  
Email: [sdmackinnon@gov.pe.ca](mailto:sdmackinnon@gov.pe.ca)

**Terms and Conditions**

Applicants must meet the eligibility criteria and submit a completed application form to the P.E.I. Department of Agriculture. Program guidelines and application forms may be revised at any time throughout the life of the Program.

**Termination**

This program is effective April 1, 2009, and will terminate on March 31, 2011. This program may be altered or discontinued without notice by the Minister of Agriculture.