



Canada-Newfoundland and Labrador Agricultural Policy Framework Implementation Agreement

Program Information Guide 2008/2009

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Également disponible en français: *Accord de mise en oeuvre Canada-Terre-Neuve-et-Labrador Cadre stratégique pour l'agriculture*

Manuel d'information sur les programmes

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Canada – Newfoundland and Labrador Agricultural Policy Framework

Federal, provincial and territorial governments have been working on a new agriculture policy framework, Growing Forward, which will succeed the Agricultural Policy Framework (APF). Growing Forward is a collaborative, forward-focused vision for a profitable and competitive sector. The vision builds on the ideas of farmers, stakeholders and consumers. Until such a time as new programs are launched, existing APF programs will continue to be offered for up to one year from April 1, 2008.

The Agricultural Policy Framework is a five-year action plan for Canadian agriculture which began on April 1, 2003. The goal of the APF program is to ensure the Canadian agriculture and agrifoods industry has access to the tools, services and options to strengthen business, increase prosperity and meet the demands of consumers at home and abroad. These programs will help brand Canada as a leader in both the domestic and international marketplace.

Newfoundland and Labrador was the first province to sign an agreement with the Government of Canada to begin implementation of the APF. This agreement enhanced opportunities for the agriculture and agrifoods industry in Newfoundland and Labrador by providing assistance under the following elements:

- **Food Safety and Food Quality:** Designed to improve the sector's ability to identify and respond to food safety and food quality issues and concerns, while improving market access, consumer confidence and opportunities for the sector.
- **Environment:** Designed to accelerate existing efforts aimed at reducing agricultural risks to the environment and that provide benefits to the water, soil, air and biodiversity in the province.
- **Renewal:** Designed to provide industry with the skills, knowledge and tools to help succeed in the agrifoods sector; provide access to advice on increasing profitability through new business opportunities and value-added activities; and to find opportunities to help improve farm family incomes and/or make informed choices about sources of income.
- **Science and Innovation:** Designed to provide scientific and technical support aimed at developing innovative approaches to the diversification of the agrifoods industry. The overall goals include: realigning public science resources, enhancing coordination along the whole value chain and nurturing innovative approaches to agricultural production and marketing.
- **Business Risk Management:** A new suite of business risk management programs is rolling out under Growing Forward. These programs have been designed based on ideas put forward by producers. The programs are designed to help producers better manage the risks of farming. Producers are encouraged to consider all the programs when developing a risk management strategy, including AgriInvest, AgriStability, AgriInsurance, AgriRecovery and Advance Payments.

General Conditions

Eligible Applicants

Unless stated elsewhere in this program guide, agricultural producers, processors of food and other agricultural products, agricultural partnerships, corporations and cooperatives, government agencies, universities and other educational institutes, agricultural marketing boards, and not-for-profit agricultural industry organizations operating in the Province of Newfoundland and Labrador are eligible for funding under the Agricultural Policy Framework (APF).

Eligible producer applicants must have reported a minimum of **\$15,000 in gross farm sales** to Canada Revenue Agency (CRA) in at least one of the last three tax years **or** be recognized by the Provincial Forestry and Agrifoods Agency as a new entrant to the agrifoods industry. Producers in all recognized agricultural commodities are eligible to apply for funding for eligible activities under APF. Refer to page 3 of this guide for the definition of new entrant.

Funding for projects submitted by agricultural groups and organizations, not-for-profit associations and government agencies will be based upon an identified need for the project, the technical and financial feasibility of the project and potential benefits to the provincial agrifoods industry.

All applicants must be a recognized legal entity operating in the Province of Newfoundland and Labrador, and must be able to demonstrate their managerial and financial capacity to undertake the work identified in the project proposal.

Program Limits

Producers and processors, including agricultural partnerships, corporations and cooperatives, may be eligible for the maximum levels of funding based on their reported gross farm sales as outlined in the following table:

Gross Farm Sales (\$)	Funding Limit
15,000 - 24,999	\$10,000
25,000 - 49,999	\$15,000
50,000 - 99,999	\$20,000
100,000 or greater	\$30,000

For example, producers with annual gross farm sales between \$15,000 and \$24,999 may be eligible for up to \$10,000 in program funding.

APF funding is subject to the annual appropriations by the Parliament of Canada and the Newfoundland and Labrador Legislature. **All funding offers are subject to the availability of program funds.**

Funding Criteria

Applications will be evaluated based on the following criteria:

- eligibility of the applicant and proposed project activities,
- the applicant's demonstrated managerial ability and experience,
- applicant's ability to finance their share of the project costs,
- commercial and technical feasibility of the project,
- identified need of the project, and
- how well the project addresses program objectives and society's priorities to improve food safety and environmental performance.

New Entrants

Individuals, partnerships, cooperatives or corporations that are establishing a new agribusiness may be considered a new entrant for the purpose of this program.

Funding commitments will only be made to those new entrants based upon agricultural training/education, on-farm work experience, commercial farm viability, and a significant financial investment in their farm business.

Application Procedures

Applications must be submitted to the APF Program Manager at the Forestry and Agrifoods Agency Headquarters in Corner Brook, NL for technical review and evaluation. Applications and supporting documentation supplied by the applicant will be assessed against the established program criteria and how well the project addresses program objectives. Where necessary, the Program Manager will consult with specialists within the Forestry and Agrifoods Agency and Agriculture and Agri-Food Canada to determine the technical feasibility of the work proposed and to seek their concurrence regarding the merits of the project and potential benefits to the industry. The Program Manager may request clarification of the information provided and additional supporting documentation where necessary to complete the project assessment.

Successful applicants will be required to enter into a Contribution Agreement with the Forestry and Agrifoods Agency prior to commencement of the project. This Agreement will outline the work to be performed and the specific terms and conditions which the applicant must meet in order to be reimbursed for approved project costs.

Project Funding Application

The application must be **completed in full** in order for the project to be considered for funding. **Incomplete applications will be returned to applicant for further information.** Application forms for the Canada - Newfoundland and Labrador APF Program are available at all Provincial Agrifoods offices and online at www.gov.nl.ca/agric/apf.

Environmental Farm Scan and Environmental Farm Plan (EFP)

All farm applicants must have an environmental farm scan completed to be considered eligible for funding. Exceptions would include projects under the Human Resource Development Initiative and non-capital projects under the Agrifood Business Development Programs. If the scan identifies significant environmental issues, the applicant must complete an Environmental Farm Plan (EFP). Priority for program funding may be directed towards the EFPs action items to make the farm environmentally compliant.

A copy of the scan and/or EFP certificate, as provided by the Environmental Farm Planner, must accompany the application. For more information, contact the Environmental Farm Planner at 709-637-2986.

It is the responsibility of the applicant to ensure that all federal, provincial and municipal regulations have been adhered to, and all required permits have been obtained.

Canadian Environmental Assessment Act (CEAA)

Any project involving a physical activity, which is being funded in part or entirely from any federal government source, will require a Canadian Environmental Assessment (CEA). There are minimum time requirements in the CEA review process. Applicants must ensure all documentation related to site location, maps, drawings and/or engineering plans associated with construction projects are included with the initial application. Contribution Agreements will be issued **only** when the Canadian Environment Assessment has been completed. For further background information on CEAA, please refer to <http://www.ceaa-acee.gc.ca> or call 613-957-0700.

Business Plans

Additional information may be required to determine the viability of any business proposal.

Business plans are required in the following circumstances:

- All new entrants to farming (refer to page 3 of this Guide for definition of New Entrant).
- Existing producers and processors who are undertaking a major change in business growth, diversification or secondary processing. (Example: A beef producer who is planning to construct a slaughter facility and/or diversify into secondary processing would be required to submit a business plan).
- Or any applicant, at the request of the APF Implementation Committee, may be required to submit a three to five-year business plan.

A Guide for Developing Business Plans is available at the local Provincial Agrifoods offices and online at www.gov.nl.ca/agric/apf/pdf/business_plan_guidelines.pdf. Applicants may also contact the Farm Management Specialist in their region for more information on completing a business plan.

Business plans are ***not*** required in the following circumstances:

- Applicants applying for training under the Human Resource Development Initiative.
- Applicants applying for \$10,000 or less funding per year, with the exception of new entrants.
- Producers requesting funds for existing farm enterprises that do not involve a major change in farm operations, such as land development, manure storage construction, or adoption of new technology. For example, a vegetable farmer requesting land development for crop rotation purposes, a producer requesting funding to construct a pesticide storage, or an applicant who is testing a new piece of innovative farm equipment under the Technology Adoption Program would not be required to submit a business plan unless the project included significant new financial investment.

Additional Documentation

Applicants must also submit the following information:

For unincorporated farms:

- Statement of Farming Activities (T2042) - *for non-AgriStability/AgrilInvest participants*; or
- Statement A – AgriStability and AgrilInvest Programs Information and Statement of Farming Activities for Individuals (T1163) - *for AgriStability and AgrilInvest participants*
- Statement B – AgriStability and AgrilInvest Programs Information and Statement of Farming Activities for Additional Farming Operations (T1164) - *for AgriStability and AgrilInvest participants*

For incorporated farms:

- Most recent financial statements
- Most recent T2 Corporation Income Tax Return

Tax information may be verified with the Canada Revenue Agency. By applying for funding, applicants grant their permission to the Program Manager to verify their income tax information with the Canada Revenue Agency.

Additional information may be required to determine the viability of any business proposal.

Application Deadline

Check with your area Agricultural Representative or visit the website at www.gov.nl.ca/agric for the deadline for application submissions.

Please allow 2-3 months from date of application submission for an assessment to be completed and notification provided on the decision of your application.

Incomplete applications will be returned to the applicant for further information.

Payment Conditions

Approved applicants will enter into a Contribution Agreement with the Forestry and Agrifoods Agency which outlines the terms and conditions of funding, project reporting and repayment requirements.

Project Claim Forms

Once the project is complete, the applicant must prepare and sign the Project Claim Form attached to their Contribution Agreement and submit it to the appropriate Agricultural Representative for processing. All sources of funding received must be indicated on the project claim form. Claims will not be processed for payment without the completed Project Claim Form.

All claim forms must be supported by invoices for purchased goods and services. All supporting documentation must be issued in the name of the applicant as shown on the Contribution Agreement. Cancelled cheques must be provided to support a claim for third party labour. **The value of in-kind resources, such as unpaid labour and supplies, is ineligible for reimbursement under the APF Program.**

Stacking Policy

Eligible commercial farms, processing and other agribusiness operations are limited to a maximum contribution of 75% from all federal, provincial and municipal sources, as per normal Federal Stacking rules. Eligible not-for-profit organizations and agencies are not subject to these stacking rules. However, depending on the nature of the project proposal, not-for-profit organizations may be asked to make a reasonable cash or in-kind contribution from their own or partner organizations.

Payment Terms

All payment documents must be submitted within **30 days** of project completion as specified in the applicant's contribution agreement. Invoices for projects with a March 31 completion date must be received at the Provincial Agrifoods Headquarters in Corner Brook on or before April 10 in order to be considered for re-imbusement. **Invoices received after the deadline specified in the applicant's Contribution Agreement will not be processed for payment.**

For individuals and corporations, HST/GST is not an eligible project cost and will not be reimbursed to the applicant. For government and not-for-profit organizations (which receive a partial reimbursement of HST/GST), the non-reimbursable portion of the HST is an eligible expense. Documentation verifying the non-reimbursable portion of the HST will be required.

If the applicant is required to submit a project report under the terms and conditions of the contribution agreement, this report must be submitted with the invoices and project claim form. A 10% holdback will be applied pending receipt of the required report. All project reports must be acceptable by Forestry and Agrifoods Agency staff. **Final payment may be withheld until all project requirements are met.**

APFI – Payment Conditions

On-site inspections of projects involving physical work will be required prior to payment of invoices. In addition, all projects funded under these APF programs are subject to compliance audits to verify that project requirements have been met.

Project costs incurred prior to effective date of Contribution Agreement as approval by the APF Implementation Committee will **not** be eligible for reimbursement.

Maximum Project Funding Levels

Unless otherwise stated in a specific program, the maximum funding that may be provided is: up to 50% of the actual costs for individual agricultural producers, processors, partnerships and/or corporations; up to 75% of actual costs for cooperatives or farm organizations representing three or more agribusinesses; and up to 100% of actual costs for not-for-profit organizations, agricultural marketing boards, and governments.

Projects involving capital purchases may be funded up to a maximum 75% of eligible costs for not-for-profit organizations and co-operatives.

Travel Directive

The maximum rate allowable for meals, inclusive of taxes and gratuities, shall be as follows:

	Breakfast	Lunch	Dinner	Total
In-Province	\$7.30	\$10.95	\$18.25	\$36.50
Other Provinces	\$9.45	\$13.35	\$20.20	\$43.00
United States	\$9.45 US	\$13.35US	\$20.20US	\$43.00US
Other Countries	\$10.55	\$14.90	\$22.55	\$48.00

Mileage is reimbursed at 35.62 cents per kilometer.

Private accommodations are **not** eligible for reimbursement.

Other travel costs such as airfare and hotel accommodations are reimbursed at a percentage of invoiced costs.

Incidental expenses are reimbursed at \$5 per night for each night of travel.

These rates are set by the Provincial Treasury Board and are **subject to change**.

Please refer to the Provincial Government website www.exec.gov.nl.ca/hrpm/meal.html and www.exec.gov.nl.ca/hrpm/transportation.html for any updates on meal and travel rates respectively.

The following programs are funded under the Canada Newfoundland and Labrador Agricultural Policy Framework Initiative

- Food Safety and Security Program
- Environmental Farm Planning Program
- Soil, Air and Water Quality Conservation and Enhancement Program
- Agri-Food Business Development Program
- Technology Adoption Program
- New Directions Research Program

FOOD SAFETY AND SECURITY PROGRAM

This program is designed to identify and/or minimize food safety risks or increase the safety of food produced in this province, including the safety of people working in the industry that might be exposed to various health risks inherent in the industry.

The objectives of the Canada-Newfoundland and Labrador Food Safety and Security Program are:

- To trace food products for specific diseases through the food chains especially for recall purposes;
- To implement on-farm Hazard Analysis at Critical Control Points (HACCP) and HACCP-based programs, including organic certification;
- To develop commodity specific bio-safety plans, and to review and improve the infrastructure needs for the measurement and maintenance of bio-safety surveillance and control systems;
- To increase the quality, quantity and availability of data to support the development of risk management strategies for target pathogens;
- To partner with industry and processors to develop and implement food strategies;
- To implement regulatory compliance for health and safety issues associated with farm business activities; and
- To develop and implement traceability systems.

The following is a description of the eight initiatives under the Food Safety and Security Program:

Specific Disease Studies on Food-Borne Illnesses

This initiative supports research into the presence of diseases and residues that are transmitted through the food chain, including a focus on any preventative measures.

Eligible activities: May include, but not limited to, the collection and analysis of locally produced foods or feedstuffs to detect or otherwise monitor the presence of harmful biological organisms or chemical residues. Other submissions may be considered by the APF Implementation Committee.

This initiative will be undertaken by the Forestry and Agrifoods Agency in cooperation with federal agencies and industry associations.

On-Farm Food Safety Initiative

This initiative encourages and assists agricultural production and processing industries to adopt nationally developed HACCP and HACCP-based systems, including on-farm food safety systems.

Eligible activities: May include, but not limited to, activities that create, disseminate, monitor, audit or otherwise advance the development and adoption of these programs. Other submissions can be considered at the discretion of the APF Implementation Committee.

Eligible costs: May include, but not limited to, the development and infrastructure costs associated with audit training, food safety training materials, standardization of facilities, third-party labour, training, and professional, technical and analytical support. Standardization of facilities includes the costs of bringing buildings up to a standard required for HACCP-based certification.

Examples of eligible costs: Auditor training, HACCP/HACCP-based training, refrigeration units, milk monitoring systems, abattoir/refrigeration equipment, sanitation equipment, etc.

Bio-Safety Initiative

This initiative supports the development and adoption of bio-security protocols that would lead to the prevention and/or monitoring of diseases within the industry.

Eligible activities: May include, but not limited to, the development and adoption of bio-security plans that address infrastructure needs and provide assistance for the measurement and maintenance of bio-safety, surveillance and control systems.

Eligible costs: May include, but not limited to, equipment, facilities, and professional, technical and analytical support.

Risk Assessment Initiative

This initiative supports the study of the disease risks associated with environmental change and increased movement of people and animals and the resultant vulnerability of provincial industries to the arrival of new diseases that relate to bio-security, food safety and food quality.

Eligible applicants: Governments, not-for-profit organizations, and marketing boards.

Food Safety Strategies Initiative

This initiative encourages the creation, implementation and partnership of food safety strategies for all agrifood commodities in the province. These strategies will allow for the standardization of programming for HACCP or HACCP-based systems on the farm and in the processing sector.

Eligible applicants: Governments and not-for-profit organizations.

Eligible costs: May include, but not limited to, the costs of developing food recall procedures, food safety and quality strategies, quality control procedures, the adoption of continuous quality improvement systems and the costs of coordination of HACCP implementation at the farm and post-farm levels.

Examples of eligible costs: Food recall procedures, food safety and quality strategies, quality control procedures, continuous quality improvement systems and HACCP coordinators for on-farm and post-farm applications.

Regulatory Compliance of Food and Farm Safety Initiative

This initiative contributes to the regulatory compliance of food safety and quality and health and safety issues associated with agribusiness activities. The focus is on direct costs that producers and processors incur for their own and public food safety and quality protection.

Eligible activities: May include, but not limited to, food safety and food quality activities that assist in obtaining regulatory compliance at the agribusiness level with regard to Occupational Health and Safety, HACCP or HACCP-based food safety systems or other approved food safety and quality standards.

Eligible costs: May include, but not limited to, third-party labour, training, and professional, technical and analytical support, as well as, the equipment and the costs of upgrading facilities to comply with recognized food safety standards.

Examples of eligible costs: Vegetable washers, cooler room systems, water hook-up, plastic pallets and dividers or other items identified through pre-audit of Occupational, Health and Safety inspectors.

Data Management Initiative

This initiative supports the creation of commodity or industry wide data management systems that support the general directives of the Food Safety and Food Quality element. This would include the electronic capture, storage, sharing and dissemination of data generated in this field and includes the development of traceability systems to follow the movement of animals or products through the food chain.

This initiative will be undertaken by the Forestry and Agrifoods Agency in cooperation with other provincial and federal agencies and industry associations.

Traceability Initiative

This initiative contributes to the implementation of federal/provincial traceability systems which will establish a framework for data sharing, management and integration throughout the agrifoods sector. The program supports the development of national food safety and quality linkages throughout the value chain. Traceability or traceability system means the ability to trace the history, specific application or location of a product or animal by means of recorded information.

Eligible activities: May include, but not limited to, activities that support the development and implementation of traceability systems with national food safety and quality linkages.

Eligible costs: May include, but not limited to, professional, technical and analytical support.

Examples of eligible costs: Technology for animal identification, such as, bar coding and radio chip technology associated with product recall systems.

ENVIRONMENTAL FARM PLANNING PROGRAM

Agriculture and Agri-Food Canada and the Forestry and Agrifoods Agency will provide support for the development and implementation of on-farm and regional environmental scans and plans. Completion and implementation of these plans will be the primary focus for available funding. The Forestry and Agrifoods Agency will coordinate this initiative for the agrifoods industry.

Eligible activities: May include, but not limited to, the completion of environmental farm scans, on-farm environmental farm plans and regional environmental farm plans, including plans for Agricultural Development Areas (ADA).

SOIL, AIR AND WATER QUALITY CONSERVATION AND ENHANCEMENT PROGRAM

This program is designed to provide support to implement initiatives aimed at providing an agronomically feasible, economically viable, environmentally sustainable and socially acceptable stewardship of soil, air, water resources and biodiversity. This program provides financial, technical and logistical support of projects aimed at minimizing the impacts of risks to soil, air, water and biodiversity as a result of agricultural activity.

The objectives of the Canada-Newfoundland and Labrador Soil, Air, and Water Conservation and Enhancement Program are to:

- Improve the use of agri-environmental risk assessment and planning.
- Improve nutrient and pathogen management.
- Improve pest and pesticide management.
- Improve land and water management.
- Improve nuisance management.

The objectives of this program will be evaluated through environmental farm scans, and regional and on-farm environmental farm plans. The following initiatives will address implementation of action items identified in these plans.

The following is a description of the six initiatives under the Soil, Air and Water Quality Conservation and Enhancement Program:

Eligible activities under this initiative include those activities listed in the Beneficial Management Practices (BMPs) on pages 17-20 and those activities related to land sustainability and land enhancement.

Nutrient Management Planning Initiative

This initiative enables producers to balance the application of nutrients to meet production needs, while ensuring the protection of our soil, air and water resources. This initiative also provides industry access to technical and financial support to develop, implement and improve nutrient management plans and systems. It also provides support for educational institutions which provide training related to agri-environmental studies, and supports applied research aimed at developing beneficial nutrient management practices for the province's conditions.

Land Sustainability Activity

This activity (rough clearing) includes the removal of trees, rocks, stumps and roots from virgin land, provision of on-farm access to new fields, and other land improvements, such as: limestone, fertilizer, and seed needed for land sustainability purposes. An acreage payment up to a maximum of \$2,000 per acre is available for this activity that meets the guidelines established by the Forestry and Agrifoods Agency. Included in this amount is rough clearing, which will be limited to a maximum of \$1,000 per acre.

APFI – Soil, Air and Water Quality Conservation and Enhancement Program

Land Enhancement Activity:

This activity includes rock removal, minor drainage, land leveling, wind breaks, initial application of fertilizer, seed and limestone, and other land improvements required for land sustainability activities. An acreage payment up to a maximum of \$1,000 per acre is available for this activity that meets the guidelines established by the Forestry and Agrifoods Agency.

Notes: Where reasonable, the existing land base will have to be up to environmental standards and full production potential before further land activity is approved.

Land sustainability and land enhancement activities must be identified as action items under the applicant's environmental farm plan to be eligible for funding.

Applicants must have clear title or long-term lease on the land and may be required to submit documentation for verification of same.

Funding will not be provided for land sustainability and land enhancement activities for land that was previously improved with assistance from other government programs.

The Forestry and Agrifoods Agency, with funding from the Canada - Newfoundland and Labrador Agricultural Policy Framework Agreement, provides tile drainage and peatland development services to the agrifoods industry in the province. Producers availing of these services, which are offered through the Department of Natural Resources Holyrood Depot, are not eligible for further APF funding for these land development activities. For further information on these activities and associated costs please contact the Manager of Holyrood Operations at 709-945-3010.

Integrated Pest Management Initiative

This initiative provides support, advice and skills to producers to improve pest and pesticide management in the agricultural industry through pesticide applicator training programs, access to information about alternative pest control options, and development of skills in integrated pest management (IPM) for crop and livestock pests. It will also support applied research and technology transfer aimed at developing beneficial management practices in IPM for Newfoundland and Labrador.

Nuisance Management Initiative

This initiative provides financial, technical and logistical support to producers and agricultural organizations affected by odours, dust, particulate emissions, noise, nuisance wildlife and related complaints. Support ranges from specific on-farm cases to the management of nuisance issues on a municipal/provincial scale.

GIS Database Management Initiative

This initiative provides mechanisms to create and maintain a spatial database (GIS: Geographic Information System) framework for processing agricultural land use mapping, soils mapping and geo-referenced data collection from an on-farm to a provincial scale. This initiative assists in the development, management and analysis of mapping and related data needed for improved environmental farm management and planning processes which will in turn provide background information for other initiatives. The Forestry and Agrifoods Agency will coordinate this initiative to provide industry and other stakeholders with spatial database information useful for the agrifoods industry in the province.

Soil Resources Initiative

This initiative provides technical support to producers, government and not-for-profit organizations for dealing with environmental issues related to the province's soil resources. This initiative will also involve the collection and dissemination of data useful to other initiatives. The Forestry and Agrifoods Agency will coordinate this initiative for data collection and detailed soils mapping in farming areas throughout the province.

Soil Drainage and Water Resources Management Initiative

This initiative provides technical and financial support to agricultural producers for draining agricultural fields; enhancing agricultural production through water resources management projects; and mitigating the environmental impacts of agricultural production.

Examples include controlling runoff and decreasing fertilizer usage. The Forestry and Agrifoods Agency will coordinate this environmental initiative on behalf of producers. Producers should contact the Drainage Specialist at 709-637-2094 for applications and associated fees.

Beneficial Management Practices (BMP)

BMP Category Description	BMP Practice Description
Improved Manure Storage and Handling	increased storage to meet winter spreading restrictions (including satellite storage)
	improved features to prevent risks of water contamination (leaks, spills)
	slurry storage covers to reduce odors and greenhouse gas emissions
	containment systems for solid manure (includes covers)
	assessment and monitoring of existing manure storage infrastructure
Manure Treatment	dewatering systems, nutrient recovery systems
	composting of manure and dead livestock
Manure Application	specialized/modification to equipment for improved land application
In-Barn Improvements	more efficient livestock watering devices and cleanout systems to reduce water use and decrease manure volumes
Farmyard Runoff Control	upstream diversion around farmyards; downstream protection (catch basins, retention ponds, constructed wetlands)
Relocation of Livestock Confinement and Horticultural Facilities	relocation of livestock facilities such as corrals, paddocks and wintering sites away from riparian areas
	relocation of horticultural facilities such as greenhouses and container nurseries from riparian areas
Wintering Site Management	shelterbelt establishment
	portable shelters and windbreaks
	mobile water systems: summer/winter water systems (solar, wind, pipeline, other)
	field access improvements: alleyway/access lane upgrades
	fence modifications
Product and Waste Management	improved on-farm storage and handling of fertilizer, petroleum products and pesticides
	improved on-farm storage, handling and disposal of agricultural waste (e.g. livestock mortalities, fruit and vegetable cull piles, wood waste)
	composting of agricultural waste (e.g. fruit, vegetable, wood, straw residue)

APFI – Soil, Air and Water Quality Conservation and Enhancement Program

BMP Category Description	BMP Practice Description
Water Well Management	sealing and capping old water wells
	protecting existing water wells from surface contamination
Riparian Area Management	remote watering systems to manage livestock: gravity fed, pump and pipeline systems
	buffer establishment: forages, shrubs, trees - planting, weed control
	fencing to manage grazing and improve riparian condition/function
	native rangeland restoration or establishment: native species of forages, shrubs and trees
	grazing management in surrounding uplands: watering systems and cross fencing
	improved stream crossings
Erosion Control Structures (Riparian)	constructed works in riparian areas: contour terraces, gully stabilization, bank stabilization, drop inlet and enhanced infiltration systems, in-channel control
Erosion Control Structures	constructed works in non-riparian areas: contour terraces, gully stabilization, bank stabilization, drop inlet systems and enhanced infiltration systems, in-channel control, mechanical wind screens
Land Management for Soils at Risk	forage or annual barrier establishment for soils at risk (e.g. strip cropping, grassed waterways, perennial forages on severely erodible or saline soils)
	straw mulching
	grazing management in critical erosion areas not associated with riparian zones: watering systems, cross fencing
Improved Cropping Systems	equipment modification on seeding and post-seeding implements for low disturbance placement of seed and fertilizer
	chaff collectors and chaff spreaders installed onto existing combines
	precision farming applications: GPS information collection, GPS guidance, manual controllers for variable rate fertilizer application
Winter Cover Crops	fall seeded winter cover crops for erosion control on row or specialty cropped land. Incentive offered as a one time payment - crop cannot be harvested or grazed.
	equipment modification for seeding relay crops for winter cover
Improved Pest Management	equipment modification for improved application
	information collection and monitoring
	biological control agents
	cultural control practices

APFI – Soil, Air and Water Quality Conservation and Enhancement Program

BMP Category Description	BMP Practice Description
Nutrient Recovery from Waste Water	recycling of waste water streams from milk houses, fruit and vegetable washing facilities and greenhouses in order to recover nutrients
Irrigation Management	irrigation equipment modification/improvement to increase water use efficiency
	equipment to prevent backflow of altered irrigation water into water sources
	improved infiltration galleries and irrigation intake systems
Shelterbelt Establishment	establishment of shelterbelts for farmyard, livestock facilities, dugout snowtrap, wildlife habitat enhancement.
	tree materials required for shelterbelt establishment
Invasive Alien Species Control	integrated approaches (cultural, mechanical, and biological) for control of invasive plant species (e.g. leafy spurge, purple loosestrife, scentless chamomile)
Enhancing Wildlife Habitat and Biodiversity	buffer strips (e.g. native vegetation)
	off-site watering systems
	improved grazing systems (e.g. cross fencing)
	wildlife shelterbelt establishment
	improved stream crossings
	hayland management to enhance wildlife survival
Species at Risk	offsite watering systems
	improved grazing systems (e.g. cross fencing)
	plant species establishment
	infrastructure development and relocation
Preventing Wildlife Damage	forage buffer strips
	fencing to protect stored feed, concentrated livestock, high value crops, drip irrigation systems and other agricultural activities
	scaring and repellent systems and devices
Nutrient Management Planning	consultative services to develop nutrient management plans, planning and decision-support tools
Integrated Pest Management Planning	consultative services to develop integrated pest management plan, planning and decision-support tools
Grazing Management Planning	consultative services for range and grazing management planning, planning and decision-support tools
Soil Erosion Control Planning	consultative services for soil erosion control planning, planning and decision-support tools

APFI – Soil, Air and Water Quality Conservation and Enhancement Program

BMP Category Description	BMP Practice Description
Biodiversity Enhancement Planning	consultative services to plan habitat enhancement, stewardship for species at risk, and/or wildlife damage prevention within an agricultural land base; planning and decision-support tools
Irrigation Management Planning	consultative services for improving water use efficiency of existing irrigation systems, planning and decision-support tools
Riparian Health Assessment	consultative services for assessing riparian health, planning and decision-support tools

AGRIFOOD BUSINESS DEVELOPMENT PROGRAM

The Agrifood Business Development Program is designed to build a more profitable and competitive industry by providing eligible participants with more choices for diversification and secondary processing opportunities, strengthening skills and knowledge of producers, enhancing access to business advisory services, facilitating access to capital, and ensuring successful farm transfers. The objectives of the Canada-Newfoundland and Labrador Agrifood Business Development Program are to:

- Increase the profitability of farm businesses.
- Encourage and support new entrants into the agrifoods industry.
- Enhance the business advisory services and information available to producers.
- Enable farmers to capture opportunities for business growth, diversification and value-added products.
- Enhance the management, technical skills and knowledge of farmers.
- Enable farmers to capture new market opportunities.
- Enhance the competitive capability of the industry.

The following is a summary of the six initiatives under the Agri-Food Business Development Program:

Agrifoods Business Development Initiative

This initiative will provide assistance for the preparation of business and marketing plans, and/or feasibility studies to assess the financial strength of agribusinesses, assess opportunities in growth, diversification and secondary processing, as well as capture new market opportunities. This initiative will assist producers in developing a solid base for the future of their farm.

NOTE: Producers must first apply through the Canadian Farm Business Advisory Services (CFBAS) before being eligible for the Agrifoods Business Development Initiative. Applicants may view the CFBAS website at: www.agr.gc.ca/renewal

Eligible activities: May include, but not limited to, the preparation of business plans, marketing plans, feasibility studies, cost of production studies, and agriculture business profiles.

Eligible costs: May include, but not limited to, consultant fees and other associated project costs.

APFI – Agrifood Business Development Program

Maximum funding levels: Assistance may be provided up to 50% of actual costs for individual agricultural producers, processors, partnerships, or corporations; up to 75% of actual costs for cooperatives or farm groups representing three or more agribusinesses; and up to 100% of actual costs for government and not-for-profit organizations. Funding for business and marketing plans will be limited to 50% of costs to a maximum of \$8,000.00 per applicant.

Market Development Initiative

The Market Development Initiative will provide the resources necessary to investigate and capture new market opportunities and enhance the competitive capability of the industry.

Eligible activities: May include, but not limited to, cooperative marketing activities; secondary processing and value-added initiatives; research and feasibility analysis of new market opportunities; product/export development activities; the preparation of industry development strategies; participation in trade shows; and the technical and financial support of marketing organizations, including farm markets and new marketing opportunities such as agri-tourism. Industry associations and government may also be eligible for sector specific promotional campaigns and agricultural awareness campaigns.

Eligible costs: May include, but not limited to, consultant fees, development and design of brochures, logos and labels, signage and packaging, cooperatives, farm market venues, travel costs and trade show fees.

New Entrants Development Initiative

This initiative provides information and services specifically designed to encourage new entrants in agriculture, including human resources development, business advisory services, market research and business planning.

Eligible activities: Projects may include, but are not limited to, promoting agriculture in the classroom; agricultural youth development and leadership programs such as the provincial 4-H Program, Agricultural Internship Program and farm business mentoring services.

Eligible applicants: Individuals who meet the definition of new entrant under this program; individuals or groups who wish to establish youth agricultural programs, governments and not-for-profit organizations.

Eligible costs: All related project costs as deemed eligible by the APF Implementation Committee.

Newfoundland and Labrador Rural Agricultural Development Initiative

The Newfoundland and Labrador Rural Agricultural Development Initiative will further develop regional agricultural opportunities in rural Newfoundland and Labrador.

Eligible activities: May include, but not limited to, activities that enhance the economic sustainability of the industry; support the commercialization of the agriculture industry; support industry diversification and/or secondary processing; and introduce new technologies and processes.

Eligible applicants: Agricultural producers, processors, partnerships, corporations, cooperatives, government and not-for-profit organizations.

Human Resource Development Initiative

The Human Resources Development Initiative will provide learning opportunities and resources for farm managers, farm families, farm workers and service providers to enhance their management abilities and to improve the skills and knowledge required to evaluate new business opportunities through workshops, seminars, conferences, and travel and exchange. Emphasis will be placed on, but not limited to, training opportunities related to renewal, science and innovation, on-farm safety, food safety and food quality and environmental stewardship. This initiative will complement the Canadian Agricultural Skills Services.

Eligible activities: May include, but not limited to, courses, seminars, workshops, travel and exchanges, and other activities that will develop the human resource capabilities of the agrifoods industry.

In addition, activities that provide enhanced access to agricultural information and the development of educational resources are also eligible, including communications tools such as the agrifoods website and newsletters, training needs assessments and educational support.

Eligible costs: May include, but not limited to, transportation, accommodations, meals, registration fees, course materials and speaker fees. Reimbursement for travel costs must be consistent with the Travel Directive (page 8).

Maximum funding levels: Assistance may be provided up to 50% of actual costs for individual agricultural producers, processors, partnerships, corporations or cooperatives to participate in conferences and training activities. Assistance may be provided up to 100% of costs for governments and not-for-profit organizations to organize seminars, workshops, conferences and training events which will benefit the agrifoods industry in Newfoundland and Labrador.

Farm Succession Planning Initiative

This initiative provides financial assistance for the development of individual farm succession plans, access to public and private advisory services, delivery of farm succession training opportunities, and the development and distribution of farm succession planning resources. These activities will assist in the successful transfer of farm operations.

NOTE: Farmers must first apply through the Canadian Farm Business Advisory Services (CFBAS) before being eligible for the Succession Planning Initiative. Applicants may view the CFBAS website at: www.agr.gc.ca/renewal.

Eligible activities: May include, but not limited to, development of farm succession plans, the development and distribution of farm succession planning resources and educational materials.

Eligible costs: May include, but not limited to, consultant fees, training costs, and resource materials.

Maximum funding levels: Assistance may be provided up to 50% of actual costs to a maximum of \$5,000 for farm succession plans, and up to 100% of actual costs for government and not-for-profit organizations to develop and deliver farm succession planning resources and services.

TECHNOLOGY ADOPTION PROGRAM

This program is designed to implement initiatives for new technology, diversification, secondary processing, and research and development activities. This program provides scientific, financial and technical support aimed at developing innovative approaches to the diversification and commercialization of the agrifoods industry in Newfoundland and Labrador.

The objectives of the Technology Adoption Program are:

- to encourage and assist crop and livestock industries to improve competitiveness through the adoption of innovative technology and advances in science
- to foster diversification throughout the agricultural industry
- to encourage and foster industries in further processing and value-added products
- to enhance the evaluation, adoption and commercialization of new crop and livestock varieties, livestock, cropping and storage systems.

Examples include on-farm diversification trials by industry groups, associations or producers.

The following is a description of the four initiatives under the Technology Adoption Program.

The Evaluation and Adoption of New Technologies in the Agrifoods Industry Initiative

This initiative provides support to the agrifoods industry to evaluate and demonstrate new technologies which are not currently used in the province. Projects will be designed as on-farm demonstrations and may be considered on a regional basis.

Eligible activities: May include, but not limited to, the adoption and demonstration of specialized planting, harvesting and storage technologies, improved crop and livestock production systems, food and beverage processing systems not currently used in the province, energy conservation systems, improved on-farm crop and fruit storage structures, and advanced meat processing equipment and facilities.

Eligible costs: May include, but not limited to, equipment, facilities, third-party labour and professional, technical and analytical support.

The Evaluation and Adoption of New Crop Varieties, Non-traditional Crops, Cropping and Storage Systems Initiative

This initiative provides resources to test and evaluate new crop varieties and livestock species suitable to the province, and new innovative cropping, livestock, machinery and storage systems. Projects under this initiative are undertaken in partnership with the Forestry and Agrifoods Agency and include research, development, testing and evaluation of crops and livestock systems that are new to the province. Applicants must demonstrate a commitment to the collection of the data required to evaluate the technology and its potential application to the other farm businesses in the province.

Eligible activities: May include, but is not limited to, the development and adoption of new planting, harvesting and storage techniques; crop variety trials; new livestock production practices; or any other project that requires a scientific approach to evaluation, testing and demonstration prior to widespread application in the agrifoods sector in this province.

Eligible costs: May include, but not limited to, equipment, facilities, third-party labour and professional, technical and analytical support.

Examples of eligible activities: New forage varieties, grain and corn variety trials, crops which replace imported grains in mixed livestock rations, Christmas tree variety trials, and cranberries, seabuckthorn and lingonberry production trials.

Maximum funding levels: Assistance may be provided up to 50% of actual costs for individual agricultural producers, processors, partnerships, corporations, and cooperatives and up to 100% of actual costs for government and not-for-profit organizations.

Secondary Processing and Product Development Initiative

This initiative provides assistance to further process and develop products from the primary agrifoods sector. It also fosters partnerships and alliances to improve the competitiveness and commercialization of the agri-foods sector.

Eligible activities: Activities that encourage new product development and value-added processing from local agricultural products.

Eligible applicants: Agricultural producers, processors, partnerships, corporations, cooperatives, governments and not-for-profit organizations.

Eligible costs: May include, but not limited to, equipment, facilities, third-party labour, and professional, technical and analytical support. Only equipment and facilities directly related to new secondary processing activities will be considered.

Diversification Initiative

This initiative provides assistance to producers and industry stakeholders to diversify into crops, fruit, livestock and other sectors that are new to the province. Diversification refers to the identification of a different or alternate agribusiness endeavour from current operations which will significantly broaden the range of agrifood products produced within the agricultural operation.

This initiative will allow producers to introduce, evaluate and demonstrate new opportunities within the agrifoods industry.

Diversification refers to the implementation of practices or the production of products that are new to the agrifoods industry.

Eligible activities: May include, but not limited to, activities that diversify an agribusiness and introduce new local agrifoods products to the market.

Eligible costs: May include, but not limited to, the purchase of equipment and facilities; costs associated with improvements to sustainability of the land base; third-party labour; and professional, technical and analytical support for the completion of sectoral development strategies.

Example: a livestock operation diversifying into vegetable production to diversify the farm income base and to mitigate production risk.

Land Diversification Activity:

This activity (rough clearing) includes the removal of trees, rocks, stumps and roots from virgin land, provision of on-farm access to new fields, and other land improvements, such as, limestone, fertilizer and seed, needed for land diversification purposes. An acreage payment up to a maximum of \$2,000 per acre is available for this activity that meets the guidelines established by the Forestry and Agrifoods Agency. Included in this amount is rough clearing, which will be limited to a maximum of \$1,000 per acre.

Land Enhancement Activity:

This activity includes rock removal, minor drainage, land leveling, wind breaks, initial application of fertilizer, seed and limestone and other land improvements required for land diversification activities. An acreage payment up to a maximum of \$1,000 per acre is available for this activity that meets the guidelines established by the Forestry and Agrifoods Agency.

Notes: Where reasonable, the existing land base will have to be up to environmental standards and full production potential before further land activity is approved.

Applicants must have clear title or long-term lease on the land.

APFI – Technology Adoption Program

Funding will not be provided for land sustainability and land enhancement activities for land that was previously improved with assistance from other government programs.

The Forestry and Agrifoods Agency, with funding from the Canada–Newfoundland and Labrador Agricultural Policy Framework Agreement, provides tile drainage and peatland development services to the agriculture industry in the province. Producers availing of these services, offered through the Holyrood Depot are not eligible for further APF funding for these land development activities. For further information on these activities and associated costs please contact the Manager of Holyrood Operations at 709-945-3010.

NEW DIRECTIONS RESEARCH PROGRAM

This program will provide a contribution to increase scientific collaboration among governments, academic/research institutes, organizations and industry in priority areas such as:

- Extending knowledge on the value, benefits and issues concerning new agrifoods technologies.
- Commercializing new agrifoods technologies.
- Developing and coordinating agrifoods life science research programs among institutions and attracting investment by creating visibility and awareness for agricultural technology.

The objectives of the New Directions Research Program are to:

- Accelerate advances in science and technology.
- Fill knowledge gaps identified in the development of the value-added chain.
- Contribute to the enhancement of the research and development capacity in relation to training, development and introduction of new technology.
- Increase investment and return in the province's bio-based economy.
- Promote the commercialization of new technologies in the life sciences and agrifoods sector.

Eligible activities: Activities that extend knowledge to the industry, government and the public regarding the value and issues surrounding new agrifoods technologies; assistance in the commercialization of new agrifoods technologies; assistance in developing and coordinating agrifoods life sciences research; attraction of new investment; and assistance in the development and commercialization of new technologies.

Examples include laboratory analysis of nutraceuticals, development of new chemical and non-chemical methods of crop pest control, and the development of new crop varieties or alternative sources of livestock feed.

Eligible applicants: Government, not-for-profit organizations and academic/research institutes. Applicants must submit a research proposal which must include research background, need for research, research protocols, criteria that will be used to evaluate the results of the research, and the anticipated impact on the provincial agrifoods industry.

Eligible costs: May include, but not limited to, equipment, facilities, third-party labour and professional, technical and analytical support.

Maximum funding levels: Assistance may be provided up to 100% for governments, not-for-profit organizations and institutions.

NORTHERN AGRIFOODS INITIATIVE

To encourage the development and commercialization of the northern agrifoods industry, funding has been allocated to a Northern Agrifoods Initiative under the Canada – Newfoundland and Labrador Agricultural Policy Framework Agreement. Specifically, this funding will encourage and foster diversification and commercialization of livestock, crops, fruits, and native berries through adaptive and scientific research, economic analysis, human resource development, marketing and various food safety initiatives. In addition, the funding will encourage and foster northern-based agrifoods industries with respect to further processing and value-added products.

The Northern Agrifoods Development Strategy will be used to help guide the Northern Agrifoods Initiative. It identifies actions to further advance the agrifoods industry in the Labrador region. The strategy was developed in partnership with various provincial and federal government departments, producers and other industry stakeholders.

To be considered eligible for funding, applicants must meet the same criteria as established in the eligibility requirements of this information guide. Projects funded under the Northern Agrifoods Initiative must be consistent with one of the initiatives outlined in this information guide, and follow the same application process and requirements.

NATIONAL PROGRAMS

New Business Risk Management Programs

A new suite of business risk management programs is rolling out under Growing Forward. These programs have been designed based on ideas put forward by producers. They are simple, responsive, predictable, and bankable. The new programs work together by providing protections for different types of losses:

- AgriInvest producer accounts help cover small margin declines.
- AgriStability covers larger margin declines caused by circumstances such as low prices, production losses, and rising input costs.
- AgrilInsurance offers protection for production losses in specific crops caused by uncontrollable weather related perils.
- AgriRecovery, a framework under consideration by federal, provincial, and territorial governments, is intended to help producers hit by disasters at a regional level.
- Advance Payments Program provides cash advances to help producers with cash flow.

For more information:

AgriStability

For more information about AgriStability call 1-866-367-8506 or visit www.agr.gc.ca/agristability.

AgriInvest

For more information about AgriInvest, call 1-866-367-8506, or visit www.agr.gc.ca/agriinvest.

Advance Payments Program

For more information about the Advance Payments Program, visit the website at www.agr.gc.ca/app or call 1-888-346-2511 toll free.

AgrilInsurance

Because AgrilInsurance is delivered provincially, please contact your provincial production insurance agency at 709-637-2473 or an Agricultural Inspector at 709-686-2702 (Pynn's Brook) or 709-729-6588 (St. John's).

Renewal

Canadian Farm Business Advisory Services

The Canadian Farm Business Advisory Services (CFBAS) program provides a wide range of advisory services to help producers set goals for their business and develop plans to meet those goals. CFBAS will provide eligible participants with up to five days of consultation services to complete a farm financial assessment and an action plan. The cost of consultant services is valued at \$2,500. The producer pays a nominal fee of \$100.

Specialized Business Planning Services

This component of CFBAS involves hiring a consultant to assist in preparing detailed business plans for farm operations in such areas as diversification, marketing, human resources, expansion, risk management or succession. Eligible participants will receive funding up to 50% of the consultant's eligible costs for preparing a business plan or succession plan up to a maximum of \$8,000 for one participant; \$16,000 for two participants; \$24,000 for three participants; and, \$25,000 for four or more participants, for the overall life of the program.

Planning and Assessment for Value-Added Enterprises

The Planning and Assessment for Value-Added Enterprises (PAVE) program provides financial assistance to producers who are considering establishing or expanding a value-added enterprise. Under this program, eligible participants can access funds to help pay for the services of a business planning professional to develop feasibility assessments and comprehensive business plans for specific, value-added enterprises. Eligible participants will receive funding for up to 50% of the consultant's eligible costs for preparing a feasibility assessment and/or business plan, up to a maximum of \$10,000 for one participant; \$20,000 for two participants; or \$25,000 for three or more participants, for the overall life of the program.

Canadian Agricultural Skills Services

The Canadian Agricultural Skills Services (CASS) program provides assistance to producers and spouses to develop an Individual Learning Plan (ILP) and undertake training and skills development activities to improve the profitability of on-farm business, or increase off-farm income opportunities. Assistance will be provided to access training in areas such as farming practices, business management, accounting, finance, human resource management; training for other employment; or training to acquire skills for starting a new business. The maximum benefit amounts available to cover training and related costs for the duration of an ILP or the program are determined based on the net family income on a three year average. The applicant is eligible for up to \$16,000 when family income is \$35,000 per year or less, \$12,000 when income is \$35,001 to \$40,000 or \$8,000 when income is \$40,001 to \$45,000.

In Newfoundland and Labrador, CASS will be delivered by Human Resources and Skills Development Canada. For more information on how to apply, you may contact your local Human Resource Centre Canada.

Benchmarking for Success

Agriculture and Agri-Food Canada has developed a free, easy-to-use on-line financial tool called "Benchmark for Success". Producers input basic financial information on their farming operation and the program generates a report that compares their financial performance with peers and competitors. The financial information producers provide is not collected by Agriculture and Agri-Food Canada. It is intended for producer use only and is completely confidential.

Contact the Farm Management Specialist in your area or the Regional Manager of Canadian Agri-Renewal Services at the address below for information on how to apply for programs under the Renewal Chapter of the APF.

More information on these programs is also available by calling 1-866-452-5558 or through the Renewal website: www.agr.gc.ca/renewal

Contact:

Canadian Agri-Renewal Services
Agriculture and Agri-Food Canada
P.O. Box 57000
Research Center, 850 Lincoln Road
Fredericton, NB
E3B 6C2
Tel: 1-866-452-5558
Fax: 506-452-4975

DEFINITIONS

Beneficial Management Practices (BMP)

An agricultural management practice that is designed to reduce negative impacts and risk to the environment by maintaining or improving soil, water, air quality and biodiversity. Implementation of these measures ensure environmental sustainability and economic viability of land related resources used for agricultural production.

Environmental Farm Plan (EFP)

A process used by producers to identify environmental risks and benefits from their own farming operation, and to develop an individual action plan to mitigate the risks. The EFP process allows producers to highlight environmental improvement opportunities on their farm and set priorities for actions which address on-farm environmental concerns, as well as those which serve the public interest.

Environmental Farm Scan (EFS)

A process which identifies environmental farm risks and priorities on a provincial basis through individual farm reviews and regional analyses. This program is being carried out in conjunction with the environmental farm plan (EFP).

Gross Farm Sales

Sales of agricultural products including crops, livestock, bedding plants, sods, and ranched fur, and also includes crop insurance payments. It does not include income received from grants, wage subsidies, or sales of non-agricultural products or services.

Hazard Analysis at Critical Control Points (HACCP)

A system used to enhance food safety through the analysis of chemical, biological and physical hazards and the control of critical points. HACCP involves identifying and assessing the dangers of non-quality at the various stages of production, determining the means to control these dangers, and verifying that the means are implemented and are effective.

