



NB Department of Agriculture, Aquaculture and Fisheries
Agri-Food Market Development Program
Application Form – 2016-2017

BUSINESS NAME: _____ **CLIENT NAME:** _____

ADDRESS: _____ **POSTAL CODE:** _____

TELEPHONE: _____ **FAX:** _____ **EMAIL:** _____

PROJECT # (FOR NBDAAF OFFICE USE ONLY):

Cheque Payable to: (please check one) **BUSINESS** **CLIENT**

Preferred Language of Correspondence **English** **French**

A) Applicant Type (√): Individual Agri-business Enterprise Group/Organization

B) Indicate which program element(s) you are applying under (√):

- 1- Road Signage (on premises off-premises) 2- Promotion
- 3- Agri-Tourism 4- New Product Development/ Market Launch
- 5- Marketing Groups and Organizations - Establishment and Capacity Building
- 6- New Brunswick Food Harvest Fundraising

C) Project Title: _____

D) State the following information detailing the project budget and total cost of implementation. Please itemize each eligible project cost and clearly state which program element(s) it relates to. (HST is not eligible for re-imbusement)

Detail of Planned Expenditure	Program Element 1,2,3,4,5,6	Total Cost	Amount requested	Other sources of funding	NBDAAF use only Amount approved

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

DATE: _____

SIGNATURE: _____

NBDAAF Development Officer: _____

DATE: _____

Please return this Application and Project Details to the nearest office of the New Brunswick Department of Agriculture, Aquaculture and Fisheries, or mail to the Department at the following address: Agricultural Financial Programs Branch, P.O. BOX 6000, Fredericton, NB E3B 5H1

PROJECT DETAILS

Please provide detailed information for the following three aspects.

Please retain a copy for your records. Upon approval of the application, the Committee assessing the project will designate an appropriate member of the Department to serve as a Project Officer.

1. OBJECTIVES OF PROJECT

* Clearly state the objective(s) of the project.

2. PROJECT BACKGROUND/SITUATIONAL ANALYSIS/PROJECT JUSTIFICATION

* Provide a detailed description of the current situation and the problems being addressed by the project.

* Indicate how the project will contribute to the growth or sustainability of your operation.

* Has funding for this project been requested from other sources and what is the status of that application?

3. PROJECT DETAILS

* Describe project activities in detail. List in chronological order the activities and expected completion date.

The maximum allowable contribution per applicant is \$10,000 per fiscal year for all elements combined, Higher levels of assistance will be considered for strategic projects where industry organizations work together for the overall benefit of New Brunswick's agriculture sector.

Applications will not be accepted after March 1, 2017.

No contribution will be made for expenses incurred prior to the date the application is approved (no retroactivity).

Project approvals are based only on work completed during the current fiscal year.

Only off-farm services and labour will be considered as an eligible expense, unless otherwise approved.

Final Claims for reimbursement must be submitted no later than the date indicated on the approval letter.