



# The Agricultural Management Institute

## Project Funding Application Form

January 2011

Canada 



 Ontario

Growing Forward 

# The Agricultural Management Institute Project Funding Application Form

Office Use Only		
Date Received	Review Date	AMI File #

## APPLICANT INFORMATION

Applicant Name 	Legal Status Click here   Business #
Mailing Address 	City, Prov. Postal Code 
Telephone 	Fax 
Email 	Website 
Contact Name & Title 	

**Privacy and Confidentiality Agreement:**

Unless otherwise specifically agreed between the Applicant and the Agricultural Management Institute (AMI) in writing, the Applicant hereby irrevocably authorizes and consents to the collection, use and disclosure of personal, business and commercial information about the Applicant and the Project (the "Information") from and by such third parties as the AMI shall determine, including any credit agency or other financial or lending institution, for the purpose of verifying the Applicant's and the Project's eligibility and continuing eligibility for funding and the creditworthiness of the Applicant. The Applicant hereby irrevocably consents to the disclosure of the Information by any third party contacted by the AMI for the foregoing purpose.

Applicant acknowledges that Information held by OMAFRA and/or AAFC may be required to be disclosed to third parties pursuant to the provisions of the Freedom of Information and Protection of Privacy Act. Questions and concerns regarding such collection, use and disclosure by OMAFRA should be directed to: Legal Services Branch, Ministry of Agriculture, Food and Rural Affairs, 5<sup>th</sup> Floor, 1 Stone Road West, Guelph, Ontario N1G 4Y2 and by AAFC should be directed to: Agriculture and Agri-Food Canada, Coordinator Access to Information and Privacy, 1341 Baseline Rd, Tower 4, Floor 5, Room 265, Ottawa, ON, K1A 0C5 or Phone: (613) 773-1386 / Fax: (613) 759-6872.

To obtain a copy of the AMI's Privacy Policy or to pose questions or concerns regarding privacy issues contact the AMI, Attn: Privacy Compliance Officer, 200-120 Research Lane, Guelph, ON, N1G 0B4 or Phone: (519) 822-6618 / Fax: (519) 821-7361

**Acknowledgement:**

By submitting this application, the Applicant acknowledges and agrees that:

- (a) the AMI may reject any application for any reason it considers proper or may impose terms and conditions to its approval;
- (b) the decision of the AMI is final and binding;
- (c) the AMI may return or keep the documentation of any unsuccessful Applicant;
- (d) the AMI, in accepting the application, undertakes to consider the application for approval but assumes no other obligation or risk;
- (e) the Applicant has disclosed all other sources of funding applied for and/or confirmed for the proposed project;
- (f) the Applicant agrees that the proposed project activities will not undertake "physical work" such as construction, operation, modification, decommissioning, or abandonment of physical structures, or "physical activities" such as low-level flying, pesticide spraying by air in national parks, dredging or other activities in or near water courses.
- (f) the Applicant has no cause of action against the AMI or any third party as a result of the rejection or the denial of an application;
- (g) the Applicant shall enter into a detailed project agreement with AMI incorporating any terms and conditions imposed by the AMI as part of its approval and to be signed prior to any advance of funds to the Applicant by AMI; and,
- (h) if the application is approved the Applicant, its principals and partners, consent to having their names, funding amounts and short summaries of their projects and results made available to the public.

The Applicant hereby certifies to the AMI that the application and supporting documentation are true and complete in all respects, the person signing on behalf of the Applicant has read and understood the Privacy and Confidentiality, Acknowledgement and Certification clauses and that the Applicant acknowledges and agrees with the Terms and Conditions outlined in the AMI Project Funding Procedures and Guidelines

Signature: \_\_\_\_\_

Name (Print): [     ]     Date: [     ]

# PROJECT FUNDING APPLICATION FORM

Project Title: |

Project Start Date: | |

Project End Date: | |

*(All projects must end by January 31, 2013)*

1. Project summary:

2. Describe the specific opportunity or challenge directly related to one of the categories this project will address:

3. Provide a brief description of your organization and why it is the most suitable organization to address the opportunity or challenge describe above:

4. Provide a complete list of all project partners involved in the project:

Name of Partner Organization:	Contact Information: (i.e. address, contact name, phone etc.)	Amount of Cash Contributions

5. Please outline the active role that the partners listed above will contribute to the project.

6. List the project objectives:

7. List the activities that will help achieve the project objectives:

8. List the anticipated measurable impacts that this project will have during the timeframe of the project.

9. Will this project influence farm business management decisions beyond the life of the project? If so, list the how the information will continue to impact the producers and how your organization will facilitate this impact.

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10. How many individuals will this project impact (i.e. # of farmers, # of business advisors, etc.)?

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11. How will you measure the impact of your project and the level of information, technical or beneficial practices adopted by the target audience?

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12. Describe the challenges that may influence the successful completion of the project. Describe how you will overcome these challenges.

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13. Will you have any opportunities to share information developed through this project with other provinces? If so, please explain.

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14. Will this project create material which will be distributed to the broad agricultural industry? If yes, please complete the form and questions below.

a) Indicate the type and number of communication materials and activities that will be developed:

Material / Activity	Quantity			Distribution Method		
Brochure						
Display						
CD/DVD						
Posters						
Website						
Handbook						
Presentations						
Internet publications						
Advertising						
Billboards						
Radio						
Television						
Other						

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b) Indicate which results from the project will be made available for use in the French language (i.e. Website, Agricom):

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c) If your project is developing electronic resources (ie. CDs, DVD, Website, etc) how will the information be maintained and updated beyond the timeline of the project?

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