

BC HYDRO PEACE AGRICULTURAL IMPACT AND OPPORTUNITIES INITIATIVE

Supporting the Peace Region's opportunity for agricultural production and agrifoods economic activity

Adobe Reader 8.0+ is required to complete this application form.

If you are using an earlier version, you will not be able to save any information you enter into the form.
Adobe Reader is a free download available at: <https://www.adobe.com/ca/>



+ Please ensure documents are downloaded and saved to your computer desktop prior to entering any information. If opened and completed within your internet browser, any information entered will not be saved.

1. Project Name

Provide a name for the project that is proposed in this funding application:

2. Applicant Profile

Applicant (legal name):	Business or society registration number: <i>(if applicable)</i>
Mailing address:	Telephone:
Email:	Website URL (if applicable):

Complete the following if the project's physical location is different than the organizations mailing address:

Physical address:

3. Primary Contact Information

Primary contact (for this application):	Position/title:	
Email:	Primary phone number:	Secondary phone number:

4. Partner Applicant Profile (if applicable)

★ Note: The lead applicant is responsible for project and financial reporting. Upon submission of complete reporting, the cheque(s) will be made payable to the lead applicant. If there are more than one partner applicant, attach a complete list separately.

Partner Applicant (legal name):		Business or society registration number: <i>(if applicable)</i>	
Mailing address:		Telephone:	
Email:		Website URL (if applicable):	
Partner contact (for this application):		Position/title:	
Email:	Primary phone number:	Secondary phone number:	
Provide a brief description of the relationship between the partner and lead applicant (if applicable):			

5. Designated Areas

Projects must be based in or support the Peace region's opportunity for agriculture and agrifoods economic activity. Please select the designated community(s) and/or electoral area(s) that will primarily benefit from the project:	
City of Dawson Creek	Peace River Regional District:
City of Fort St. John	Electoral Area B
District of Chetwynd	Electoral Area C
District of Hudson's Hope	Electoral Area D
District of Taylor	Electoral Area E
District of Tumbler Ridge	
Village of Pouce Coupe	

6. Project Overview

Provide a description and rationale for the project including a complete vision and plan for the future and how this project will further agriculture within the Peace region:

Provide a description of the organization's current operations and how this project will create more opportunities for the organization to contribute to the agriculture community:

How will the project directly benefit agriculture and/or agrifoods economic development in the Peace region?

How will the project provide long-term, sustainable opportunities for agriculture and agrifoods economic development in the Peace region?

7. Key Deliverables

★ *The applicant will be required to report on the following. Please identify a minimum of four key deliverables.*

Key Deliverables should both qualify and quantify the deliverable and be specific, measurable, achievable, relevant and time bound.

Desired outcomes of the project:	Agricultural benefits and economic indicators that will be measured:
1)	1)
2)	2)
3)	3)
4)	4)
5)	5)
6)	6)
7)	7)
8)	8)
9)	9)
10)	10)

8. Estimated Project Employment (Jobs)

Estimated project employment:

	Number of people to work on the project:	Hours of employment per week (average):	Total person months of employment to be created (average):	Total estimated full-time equivalent (FTE) Job Creation *
Estimated direct employees:		hours/week	months/year	
Estimated contracted labour:		hours/week	months/year	

*Full-time equivalent (FTE) job creation is aggregated from information provided above. 1.0 FTE is equal to 1 new position working 35 hours/week for 12 months/year.

9. Project Milestones

Milestone:	Target Start Date (dd-mmm-yyyy)	Target Completion Date (dd-mmm-yyyy)
Project start date		
M1)		
M2)		
M3)		
M4)		
M5)		
M6)		
M7)		
M8)		
Project completion date (must be within 24-months from project start)		

✦ If there are more than eight milestones, either attach a complete list separately or ensure the proposal has a full list of milestones.

10. Funding Request and Budget

Eligible project budget (as per Project Budget Template):	Funding request (grant):	Requested funding %:
\$	\$	%
✦ Applicants are required to use the Project Budget Template .	✦ Maximum \$1,000,000	✦ Maximum 75%.

I have read and understand the [Application Guide](#) including eligible and ineligible costs.

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PROPOSAL COVER FORM

11. Other Funding Sources

Funding source: + Do not use acronyms.	Amount (\$):	Identify funding terms:	Identify funding confirmation:
	\$	Applicant contribution	Confirmation letter attached
	\$	Grant Loan Other:	Approval letter attached Date approval expected:
	\$	Grant Loan Other:	Approval letter attached Date approval expected:
	\$	Grant Loan Other:	Approval letter attached Date approval expected:
	\$	Grant Loan Other:	Approval letter attached Date approval expected:
	\$	Grant Loan Other:	Approval letter attached Date approval expected:
	\$	Grant Loan Other:	Approval letter attached Date approval expected:
	\$	Grant Loan Other:	Approval letter attached Date approval expected:
TOTAL OTHER FUNDING: \$		TOTAL PROJECT FUNDING: \$ (Northern Development + Other Sources)	
<i>★ Eligible project budget must match total project funding ★</i>			

12. Required Attachments

Check all documents that are attached to this application, and list any other documentation supplied:

Required:
Detailed project proposal (<i>scope of work with timeline</i>)
Detailed project budget template using the Project Budget Template (<i>required; in excel format</i>)
Detailed quotes <ul style="list-style-type: none"> ✦ <i>If quote(s) cannot be obtained, a detailed budget breakdown must be provided</i> ✦ <i>Quotes must outline the proposed scope of work, the vendor and all pre-GST costs</i>
Detailed mapping of location and planned project
If applicable:
Certificate of incorporation (<i>required for corporations or not-for-profit organizations</i>)
Partnership agreements (<i>Required for all partnerships – farm partnerships, limited partnerships and joint ventures</i>)
Verification of approval from other funding sources (<i>e.g. approval letter, email, or contract</i>)
Planning documentation such as a business plan, copy of the regional agricultural plan (or weblink to the plan), etc. <i>Weblink (if applicable):</i>
If you are a lessee applying for a project on leased land, a copy of the lease agreement and/or a letter from the landowner supporting the project
Letter(s) of support <ul style="list-style-type: none"> ✦ <i>Letter(s) of support are welcome but not required.</i>
Other documentation provided:
Other:

13. Authorization

I have read and understand the applicable [Application Guide](#) and confirm that all the required information has been completed in this form, and required attachments are being submitted.

I understand that Northern Development has the right to discard incomplete applications.

I confirm that the information in this application is accurate and complete, and that the project proposal, including plans and budgets, is fairly presented.

I agree to enter into an agreement with Northern Development prior to commencing the project. Project costs incurred by the Applicant in the absence of a signed agreement are at the sole risk of the Applicant and any such costs may be considered ineligible for reimbursement.

I agree that once funding is approved, any change to the project proposal will require prior approval from the BC Hydro Peace Agricultural Compensation Fund Board.

I agree to submit reporting materials as required by Northern Development, and as required, provide copies of any project deliverables (studies, reports, action plans, etc.) and financial accounting for evaluation of the activity funded by Northern Development.

I understand that the information provided in this application may be accessible under the Freedom of Information (FOI) Act.

I confirm that any confidential or proprietary information will be submitted on a separate document and is clearly labeled. I also confirm that no confidential or proprietary information is included in this application form.

I authorize Northern Development to make enquiries, collect and share information with such persons, firms, corporations, federal and provincial government agencies/departments and non-profit organizations, as Northern Development deems necessary for decision, administration, and monitoring purposes for this project.

I agree that information provided in this proposal package may be shared with the appropriate board of directors, Northern Development staff, consultants, and BC Hydro.

Name (lead applicant signing authority): ✦ <i>Please type name.</i>	Position/title:
Signature:	Date:

If applicable:

Name (partner applicant signing authority): ✦ <i>Please type name.</i>	Position/title:
Signature:	Date:

✦ *If there are more than one partner applicant, attach signatures separately including name, position/title and date.*

14. Submitting Your Proposal

The completed proposal cover form (with all required attachments) should be provided electronically to Northern Development by email to info@northerndevlopment.bc.ca prior to the **deadline of 4:00 pm (PST) on March 31, 2025**.

- ✦ *Please submit this proposal cover form and all attachments in one email; do not scan this form.
The signed signature page can be submitted separately, if necessary.*