

**Cost-Share Funding Assistance**

**Application for Organizations and Collaborations**

Version 4 – October 2018

­­­Organizations and Collaborations

**For Internal Use Only**

Project Number: CAP

PC:

This application is to be used for the sole purpose of completing a technical review for the AAC.  This application is the property of AAC and should not be saved or printed.

Application

|  |
| --- |
| Introduction |
| Refer to the Canadian Agricultural Partnership (the Partnership) Cost-Share Funding Assistance Program Guide for Organizations and Collaborations on the Agricultural Adaptation Council (AAC) website at [www.adaptcouncil.org/program/cap](http://adaptcouncil.org/program/cap) to learn more about the Partnership for organizations and collaborations. Complete the following application, and refer to Part 7 - Application Checklist to ensure the application is complete before submitting it to the AAC. The information provided in the application is collected for the purpose of assessing your project. Applicants must provide an Operation ID on the application form. The Operation ID is generated from either the *Growing Forward 2 (GF2)* Client Portal or the Partnership Client Portal. If you are not already enrolled as an organization or collaboration in the *GF2* Client Portal, visit <http://ontarioprograms.net/>.  |

|  |
| --- |
| PART 1A – Applicant Information |
| **Check the appropriate box (by double clicking the box) to identify the type of applicant:** |
| Organization  | [ ]  |
| Collaboration | [ ]  |
| Applicants signing funding agreements with the AAC for their project are required to have comprehensive general liability insurance with coverage for at least $2 million per occurrence. This insurance must show the AAC as an additional insured on the policy for the duration of the proposed project and is required to be maintained throughout the term of the agreement. |
| **Does the applicant have $2 million in comprehensive general liability insurance?**  | Yes [ ]  No [ ]  |
| **Will the applicant name AAC as an additional insured for the duration of the project?** | Yes [ ]  No [ ]  |

|  |
| --- |
| PART 1B – LEAD Applicant Information for Organizations and collaborations |
| AAC communicates with the applicant’s primary contact throughout the application review process. If the applicant intends to use a consultant/agent/representative to act on its behalf throughout the application review process, an Authorization Representative Agreement must be completed and submitted with the application found at [www.adaptcouncil.org/program/cap](http://www.adaptcouncil.org/program/cap).  |
| **Organization/Business Name** |  |
| **Primary Contact for Application** |  |
| **Primary Contact Title/Position** |  |
| **Address (City, Province, Postal Code)** |  |
| **Email** |  |
| **Phone** |  |
| **Website** |  |
| **Operation ID (from GF2 or Partnership portal)** |  |
| **Provide a brief profile of the organization/business (history, mission, mandate, member structure, number of employees, etc.) (100 words maximum)** |
|  |
| **List the members of your organization/business involved in the project and outline their role in the project and applicable background expertise (250 words maximum)** |
|  |
| **List any known service providers who will be hired during the project and outline their role in the project and applicable background expertise. What process was used to select the service providers (250 words maximum):** |
|  |
| **Are the project activities taking place at the same location as the applicant address listed above?** | Yes [ ]  No [ ]  |
| **If you have selected “No”, provide the following information for the primary location of the project (Address, City, Province, Postal Code, Municipality, Premises ID (if applicable)):** |
|  |
| **If you have selected ‘Yes’, provide the name of the watershed where the project activities are taking place (visit the Conservation Ontario website for a map of Ontario watersheds**[**http://www.conservationontario.ca/conservation-authorities/find-a-conservation-authority**](http://www.conservationontario.ca/conservation-authorities/find-a-conservation-authority)**):** |
|  |
| **Is the primary location of the project in the Greenbelt? (visit the Ministry of Municipal Affairs/Ministry of Housing website for a map of the Greenbelt** [**http://www.mah.gov.on.ca/Page1392.aspx**](http://www.mah.gov.on.ca/Page1392.aspx)**)** | Yes [ ]  No [ ]  |
| **Will the project have any impact on any indigenous communities’/partners’ aboriginal or treaty rights?**  | Yes [ ]  No [ ]  |
| **If yes, do you have a consultation plan?**  | Yes [ ]  No [ ]  |
| **Is this project being undertaken in support of certified organic production?** | Yes [ ]  No [ ]  |
| PART 1C – collaboration information, if applicable |
| **List the organization/business name for all your collaboration member(s)** |
|  |
| **Outline why your collaboration was formed and the reason each collaborator is participating. (250 words maximum)** |
|  |
| **State the role of each collaboration member and how you will ensure all members remain actively and directly engaged in the project throughout the duration of the project (250 words maximum):** |
|  |
| PART 2A – Project title and description |
| **Project Title (10 words maximum):** |  |
| **Provide a short description of the project (300 words maximum):** |
|  |
| part 2B - Project Category |
| Select **ONE** project category from the list below that best aligns with your project. **Not all Project Categories will be open in every application intake period.** Please refer to the Partnership Cost-Share Funding Assistance Program Guide for Organizations and Collaborations on the AAC website at www.adaptcouncil.org/program/cap to learn more about Project Categories. Project applications will be evaluated according to the General Assessment Criteria and Additional Assessment Criteria, when applicable, as found in Section K of the Program Guide. Project Category Priorities are defined for each Project Category. Applicants are encouraged to address these priorities in their application to support achieving the outcomes for the Partnership, and/or to increase the level of cost-share funding their project may receive**.** Applications that are well-aligned with the Project Category Priorities will be given higher consideration.The Partnership may provide cost-share funding assistance greater than 50 percent of total eligible costs, up to 75 percent of total eligible costs, if the applicant can clearly demonstrate:* + how the project strongly addresses the Project Category Priorities of the Project Category, under which the project is submitted, found in Appendix 1 of the Program Guide, and/or,
	+ how the project addresses the Partnership Innovation Rating Criteria in Section L of the Program Guide, and/or
	+ as otherwise noted in the Funding Available section of the Project Category, under which the project is submitted, found in Appendix 1 of the Program Guide.
 |
| **Project Category:** |  **Choose a Project Category.** |
| **Describe how the project aligns with the Project Category selected (500 words maximum):** |
|  |
| **Describe how the project will address the Project Category Priorities (300 words maximum):** |
|  |
| **If the project aligns with more than one Project Category, list the Project Category(s) and describe how it aligns (150 words maximum for each additional Project Category):** |
|  |
| PART 2C – Partnership Innovation, if applicable |
| **After reviewing the Partnership Innovation Rating Criteria, does the project demonstrate innovation?**  | Yes [ ]  No [ ]  |
| **If yes, describe how the project meets the Innovation Rating Criteria for EACH of the following (100 words maximum for each criteria)** |
| **Novelty** |  |
| **Benefits to Broader Sector** |  |
| **Benefits to Society** |  |
| **Level of Risk** |  |
| **Knowledge Transfer** |  |
| **Drives Competitiveness** |  |

|  |
| --- |
| part 2D - Project information |
| **Provide a clear problem statement for your project (outline the issue/need/opportunity this project will address; to what extent will it assist your organization/collaboration achieve operational/strategic goals) (250 words maximum):** |
|  |
| **Outline how the project will provide broad impact/benefit to the Ontario agri-food and agri-products sector beyond your organization/collaboration (250 words maximum):** |
|  |
| **Describe any risks that could impact the successful completion of the project and the risk mitigation actions you will undertake (100 words maximum):** |
|  |
| **If applicable, describe any related activities that will occur beyond the project timeframe. Describe how these activities will be financially supported (100 words maximum):** |
|  |
| **To support critical components of projects, project end dates may be extended beyond December 1, 2020 to December 1, 2021. If you are requesting an extended end date, provide strong rationale to demonstrate the need for the extended project timeline (100 words maximum):** |
|  |

|  |
| --- |
| Part 2E – project work plan |
| **Activities**  | **Outcomes** | **Start Date****(mm-dd-yyyy)** | **End Date****(mm-dd-yyyy)** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |
| --- |
| part 2F - Project communication |
| **List specific project communications/marketing products to be developed within the project timelines. All communication products developed under the Partnership program must be reviewed by the AAC, the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA), and Agriculture and Agri-Food Canada (AAFC) prior to print and/or distribution.** **Communication products include, but are not limited to: news (press) releases; brochures; fact sheets; newsletters; reports; displays; presentations; websites; social media; videos; promotional items; public notices; forms; etc. (list a maximum of 10):** |
| **Product Type** | **Brief Description of Communications/ Marketing Activity** | **Means of Distribution** | **Target Audience** | **Expected Reach (#)** | **Targeted Release Date****(mm-dd-yyyy)** |
| Choose a Product Type. |  | Choose a Means of Distribution. | Choose a Target Audience. |  |  |
| Choose a Product Type. |  | Choose a Means of Distribution. | Choose a Target Audience. |  |  |
| Choose a Product Type. |  | Choose a Means of Distribution. | Choose a Target Audience. |  |  |
| Choose a Product Type. |  | Choose a Means of Distribution. | Choose a Target Audience. |  |  |
| Choose a Product Type. |  | Choose a Means of Distribution. | Choose a Target Audience. |  |  |
| Choose a Product Type. |  | Choose a Means of Distribution. | Choose a Target Audience. |  |  |
| Choose a Product Type. |  | Choose a Means of Distribution. | Choose a Target Audience. |  |  |
| Choose a Product Type. |  | Choose a Means of Distribution. | Choose a Target Audience. |  |  |
| Choose a Product Type. |  | Choose a Means of Distribution. | Choose a Target Audience. |  |  |
| Choose a Product Type. |  | Choose a Means of Distribution. | Choose a Target Audience. |  |  |

|  |
| --- |
| PART 3 – Applied Research Projects (if applicable) |
| If the University of Guelph or any of its campuses will be performing work on the project, an Annex A found on the AAC website at <http://adaptcouncil.org/program/cap> must be completed and submitted with the application to ensure the overhead is calculated correctly in the Budget in Part 5.  |
| **Provide the name of the principal researcher and outline their specific expertise related to the proposed research project (150 words maximum):**  |
|  |
| **Provide the methodology for the research activities (500 words maximum):** |
|  |

|  |
| --- |
| PART 4 – Letters of Support/ partner funding confirmation (if applicable) |
| List the letters of support received or pending for the project. If they have been received, include a copy of the letter with the application. If pending, email the letter to AAC when it is received. If there are partners providing cash or in-kind contributions towards the project, they must provide a letter confirming their contribution, as outlined in the budget. If you have accessed funding from another funding program, further information may be requested confirming the funding. Note: Letters of support should not be listed from the lead applicant, collaboration members or any parties being paid for services provided to the project.  |
| **Organization/Business/Individual Name** | **Status of Letter** |
|  | Received [ ]  Pending [ ]  |
|  | Received [ ]  Pending [ ]  |
|  | Received [ ]  Pending [ ]  |
|  | Received [ ]  Pending [ ]  |

|  |
| --- |
| PART 5 – budget |
| Complete the Excel document titled Budget provided on the AAC website. |

|  |
| --- |
| PART 6 – Applicant Declaration |
| **IN ORDER to apply, you must agree to be bound by the Terms and Conditions of the Canadian Agricultural Partnership (“the Partnership”) COST-SHARE PROGRAM FOR ORGANIZATONS AND COLLABORATIONS.***The applicant must be a legal entity that is eligible under Partnership Cost-share Funding Assistance Program for Organizations and Collaborations. The individual who signs the application form must be a person who is authorized by the applicant to sign the form on behalf of the applicant and to bind the applicant to the contents therein. This person is referred to as “you” below.****You must certify on the Application that:**** You have read, understand, and agree to abide by all requirements of Partnership Cost-share Funding Assistance Program for Organizations and Collaborations. *Partnership Cost-share Funding Assistance Program Guide for Organizations and Collaborations* sets out the Terms and Conditions for the initiative and the Project Category Descriptions.
* All information submitted in this application is true and complete, to the best of your knowledge, belief and understanding.
* All sources of funding for the proposed project have been disclosed in this application, including sources and amounts from federal, provincial and municipal governments, and such funds do not, and will, not exceed 100% of total project costs.
* You do not currently owe any money to Ontario or, you have attached a description of the applicant’s debt to Ontario to this application.
* You are not, nor is any officer, director or employee of the applicant (if any) a current or former federal public office holder or federal public servant, or, if you, or any officer, director or employee of the applicant (if any) are a current or former federal public officer holder or federal public servant, you or that officer, director or employee of the applicant (if any) are in compliance with the *Conflict of Interest Act*, the *Conflict of Interest Code for Members of the House of Commons*, the *Values and Ethics Code for the Public Sector*, and the *Policy on Conflict of Interest and Post-employment*, as applicable.
* You are not, nor is any officer, director or employee of the applicant (if any), a member of the House of Commons or of the Senate, or if you, or any officer, director or employee of the applicant (if any) are, you or the officer, director or employee of the applicant (if any) are permitted under the *Parliament of Canada Act* to receive funding from Canada under the Partnership.

***You must further certify on the Application, that the applicant:**** Shall retain all records relating to any payments made to the applicant under the Initiative including, all invoices and proof of payment for at least seven (7) years from the date on which payment was received by the applicant.
* Shall consent to the Agricultural Adaptation Council, Ontario or Canada publishing information about the project/activities funded including the amount of funding the applicant has been approved to receive and/or has received under the Partnership, the nature of any project/activities funded, along with the applicant’s name and collaboration members (if applicable).

***You must further acknowledge and accept that:**** The Partnershipis a discretionary, non-entitlement program. Payment is subject to Ontario receiving all the necessary appropriations from the Ontario Legislature, Ontario receiving all the necessary monies from Canada, Partnership eligible activities criteria, eligible costs criteria, ineligible activities criteria, ineligible costs criteria, priorities and target audiences as well as the applicant’s compliance with all terms and conditions of the Partnership.
* If it is determined that the applicant has received a payment the applicant was not eligible to receive, through administrative error or otherwise, the applicant will repay any and all payments that the applicant was not eligible to receive as well as any surplus funding.
* Any payments made to the applicant may be subject to recovery or offset against the applicant’s pre-existing debts to the Crown in Right of Ontario or Canada.
* Ontario, Ontario’s program administrator (if any) or, Canada, including, their respective Ministers, directors, officers, agents, employees or representatives (as applicable) shall ***not*** be liable for any damage or loss whatsoever, or howsoever arising, including, damage or loss arising from any advice, opinions, representations, warranties or the provision of information under the Partnership.
* The information provided for the Partnershipmay be disclosed by Ontario or Ontario’s program administrator (if any) on behalf of Ontario to verify compliance with other provincial and federal funding initiatives administered by Ontario or another program administrator on behalf of Ontario or by Ontario in order to confirm the information provided, to verify eligibility and to ensure there is no duplication of funding.
* The information provided for the Partnership may be subject to disclosure under the *Freedom of Information and Protection of Privacy Act* (Ontario), the *Access to Information Act* (Canada) or *Privacy Act* (Canada).

**You must consent to the following on behalf of the applicant:*** To provide accurate, timely and full information, including supporting documentation, to Ontario or Ontario’s program administrator (if any) and will notify Ontario or Ontario’s program administrator (if any) immediately in the event that there are any changes to information provided.
* To provide Canada, Ontario and Ontario’s program administrator (if any), as well as their authorized representatives, with any information or access to a person, place or thing within ten (10) business days of any request, field verification or audit.
* On-site field inspections and/or audits, by Ontario or Ontario program administrator (if any), upon notice, and during normal business hours, to verify eligibility, and to evaluate compliance with the requirements of the Partnership.
* Reviews by Ontario of information related to other programs and initiatives delivered by, or for, Ontario in which the applicant is enrolled or has applied.
* Applicant’s name and contact information to be used by Ontario, Ontario’s program administrator (if any) and/or Canada to contact the applicant for the purpose of evaluating the effectiveness and efficiency of Partnership programming, or for any other similar purpose.
* In the event of a conflict between anything set out in Guidebooks, Guidelines and the Minister’s Order, the Minister’s Order will prevail.
* Errors and Omissions Excepted.

**Acknowledgement and Waiver**The Applicant acknowledges that they have read the Partnership Program Guide and agree that this Application will be evaluated, and project funding, if any, allocated, in accordance with the terms described therein. In particular, the Applicant acknowledges and accepts that their Application may be disclosed in full to external third party reviewers. The Applicant hereby waives the right to make any claim against AAC arising pursuant to the application, review or funding process outlined in the Partnership Program Guide. **Notice re: Personal Information:** Ontario or the Agricultural Adaptation Council may collect the Social Insurance Number of a Recipient where that individual applies for and receives a Payment under the Initiative as a sole proprietor, partner or as an unincorporated entity in order to meet any requirements under the *Income Tax Act*, and where it is necessary for the purpose of auditing and collection of overpayments. Please refer to the Agricultural Adaptation Council's Privacy Policy for information on how the Agricultural Adaptation Council collects, uses and discloses personal information. To obtain a copy of Agricultural Adaptation Council's Privacy Policy or to pose questions or concerns regarding privacy issues, contact: Agricultural Adaptation Council Privacy Compliance Officer381 Elmira Road North, Unit 1, Guelph, ON, N1K 1H3Phone: (519) 822-7554 / Fax: (519) 822-6248**Notice re: Canada's Anti-Spam Legislation (CASL)**CASL requires the Agricultural Adaptation Council (AAC) to obtain your consent to send you Commercial Electronic Messages (CEM's); for example our E-Newsletter, notices about projects and upcoming events and other information regarding AAC and member organization activities.Your consent can be revoked at any time by contacting AAC or accessing the "unsubscribe" mechanism that will be included in all CEM's we send to you. |
| Please indicate consent by checking here: [ ]  |
| **Name (signing authority):** | **Email address to receive communications:** |
| Please indicate consent by checking here: [ ]  |
| **Name (project contact):** | **Email address to receive communications:** |
| **Disclaimer:**In no event will the Ontario or Agricultural Adaptation Council be liable for any damages (including, without limitation, damages for loss of data, loss of revenues or the incapacity to reach any objective) related to any of the activities contemplated hereunder, even if Ontario or the Agricultural Adaptation Council has been notified of the possibility of such damage.The applicant hereby declares that the information in this application, including the representations and warranties as stated in Part 6 are true and complete, to the best of its knowledge, belief and understanding. |
| **Organization/Business Name:** |  |
| **Name and Title of signatory:** |  |
| **Signature: (I have authority to bind the organization)** | **X** |
| **Date:** |  |
| **Project title:** |  |

|  |
| --- |
| PART 7 – application checklist |
| The Partnership application intake deadlines can be found on the AAC website at [www.adaptcouncil.org/program/cap](http://adaptcouncil.org/program/cap). The following documents are to be completed and included with your application submission to info@adaptcouncil.org (hard copies are not required) | **Check box to confirm** |
| Completed registration and enrolment for the lead applicant in the Partnership Client Portal or GF2 Client Portal  | [ ]  |
| Part 1 and 2 - Application (Word only) | [ ]  |
| Part 3 - Applied Research Projects (If applicable) | [ ]  |
| Part 4 - Letters of Support / Partner Funding Confirmation (If applicable) | [ ]  |
| Part 5 - Budget (Excel only) | [ ]  |
| Part 6 - Applicant Declaration in Word or PDF | [ ]  |
| Part 8 - Collaboration Member Declaration in Word or PDF (If applicable) | [ ]  |
| Last two years of financial statements for the lead applicant | [ ]  |
| Completed Annex A (only if the project is undertaken at the University of Guelph or its regional campuses) | [ ]  |
| A completed Representative Authorization Agreement (only if the applicant intends to use a consultant/agent/representative to act on its behalf) | [ ]  |
| **Confidentiality Note:**Unless specifically noted otherwise, the collection, use and disclosure of the Information shall be governed by the *Freedom of Information and Protection of Privacy Act* (Ontario), the *Access to Information Act* (Canada) and the *Privacy Act* (Canada). To obtain a copy of AAC's own Privacy Policy or to pose questions or concerns regarding privacy issues contact the AAC, Attn: Privacy Compliance Officer, 381 Elmira Road North, Unit 1, Guelph, ON, N1K 1H3 or Phone: (519) 822-7554 / Fax: (519) 822-6248 |

|  |
| --- |
| **­­­PART 8 – Collaboration Member Declaration** |
| **Each collaboration member must complete and sign a Collaboration Member Declaration. The Lead Applicant is responsible for submitting the completed form to AAC with the application.**  |
| **Project Title:** |  |
| **Lead Applicant:** |  |
| **Collaboration Member Information** |
| **Business/Organization Name** |  |
| **Primary Contact Person** |  |
| **Primary Contact Title/Position** |  |
| **Mailing Address City, Province, Postal Code** |  |
| **Email** |  |
| **Phone** |  |
| **Website** |  |
| **Premises ID (for Producers/Processors)** |  |
| **Provide a brief profile of the collaboration member (history, mission, mandate, member structure, number of employees, etc.) (100 words maximum):** |
|  |
| **Provide information about the relationship between the collaboration member and the lead applicant and reason for participating in the project (150 words maximum):** |
|  |
| **Outline your role as a collaboration member and how you will remain actively and directly engaged throughout the duration of the project (150 words maximum):** |
|  |
| **List the cash and in-kind contributions the collaboration member will provide towards the project:**  |
| **Cash contribution:** |  |
| **In-kind contribution:** |  |
| **IN ORDER to HAVE AN APPLICATION ASSESSED, EACH collaboration member must agree to be bound by the Terms and Conditions of the Canadian Agricultural Partnership (“the Partnership”)** **COST-SHARE PROGRAM FOR ORGANIZATONS AND COLLABORATIONS.** *The collaboration member must be a legal entity that is eligible under Partnership Cost-share Funding Assistance Program for Organizations and Collaborations. The individual who signs the Part 8 - Collaboration Member Declaration must be a person who is authorized by the collaboration member to sign the form on behalf of the collaboration member and to bind the collaboration member to the contents therein. This person is referred to as “You”, “you” or “Your” below.***The collaboration member represents and warrants that:*** You are arm’s length from the lead applicant, and other collaboration members (refer to Section C of the Partnership Program Guide for what constitutes an arm’s length relationship for the purposes of the Partnership)
* You are actively and directly engaged in the project
* You have a vested interest in the project (i.e. financial investment, resources, project oversight, expertise, outcomes, etc.)
* You have read, understand, and agree to abide by all requirements of the Partnership *Cost-share Funding Assistance Program Guide for Organizations and Collaborations*
* You have submitted on the Collaboration Member Declaration information that is true and complete, to the best of its knowledge, belief and understanding
* You do not currently owe any money to Ontario or have attached a description of the debt to Ontario to this application.
* You are not, nor is any officer, director or employee of the collaboration member (if any) a current or former federal public office holder or federal public servant, or, if you, or any officer, director or employee of the collaboration member (if any) are a current or former federal public officer holder or federal public servant, you or that officer, director or employee of the collaboration member (if any) are in compliance with the *Conflict of Interest Act*, the *Conflict of Interest Code for Members of the House of Commons*, the *Values and Ethics Code for the Public Sector*, and the *Policy on Conflict of Interest and Post-employment*, as applicable.
* You are not, nor is any officer, director or employee of the collaboration member (if any), a member of the House of Commons or of the Senate, or if you, or any officer, director or employee of the collaboration member (if any) are, you or the officer, director or employee of the collaboration member (if any) are permitted under the *Parliament of Canada Act* to receive funding from Canada under the Partnership.
* You shall consent to the Agricultural Adaptation Council, Ontario or Canada publishing information about the project/activities funded including the amount of funding the applicant has been approved to receive and/or has received under the Partnership, the nature of any project/activities funded, along with the applicant’s name and collaboration members (if applicable).

**The collaboration member must further acknowledge and accept that:*** The Partnership is a discretionary, non-entitlement program. Payment is subject to Ontario receiving all the necessary appropriations from the Ontario Legislature, Ontario receiving all the necessary monies from Canada, Partnership eligible activities criteria, eligible costs criteria, ineligible activities criteria, ineligible costs criteria, priorities and target audiences as well as the applicant’s compliance with all terms and conditions of the Partnership.
* If it is determined that the applicant has received a payment the applicant was not eligible to receive, through administrative error or otherwise, the applicant will be required to repay any and all payments that the applicant was not eligible to receive as well as any surplus funding.
* Any payments made to the applicant may be subject to recovery or offset against the applicant’s pre-existing debts to the Crown in Right of Ontario or Canada.
* Ontario, Ontario’s program administrator (if any) or, Canada, including, their respective Ministers, directors, officers, agents, employees or representatives (as applicable) shall ***not*** be liable for any damage or loss whatsoever, or howsoever arising, including, damage or loss arising from any advice, opinions, representations, warranties or the provision of information under the Partnership.
* The information provided for the Partnership may be disclosed by Ontario or Ontario’s program administrator (if any) on behalf of Ontario to verify compliance with other provincial and federal funding initiatives administered by Ontario or another program administrator on behalf of Ontario or by Ontario in order to confirm the information provided, to verify eligibility and to ensure there is no duplication of funding.
* The information provided for the Partnership may be subject to disclosure under the *Freedom of Information and Protection of Privacy Act* (Ontario), the *Access to Information Act* (Canada) or *Privacy Act* (Canada).

**You must consent to the following information on behalf of the collaboration member:** * To provide accurate, timely and full information, including supporting documentation, to Ontario or Ontario’s program administrator (if any) and will notify Ontario or Ontario’s program administrator (if any) immediately in the event that there are any changes to information provided.
* To provide Canada, Ontario and Ontario’s program administrator (if any), as well as their authorized representatives, with any information or access to a person, place or thing within ten (10) business days of any request, field verification or audit.
* On-site field inspections and/or audits, by Ontario or Ontario program administrator (if any), upon notice, and during normal business hours, to verify eligibility, and to evaluate compliance with the requirements of the Partnership.
* Reviews by Ontario of information related to other programs and initiatives delivered by, or for, Ontario in which the collaboration member is enrolled or has applied.
* Collaboration member’s name and contact information to be used by Ontario, Ontario’s program administrator (if any) and/or Canada to contact the collaboration member for the purpose of evaluating the effectiveness and efficiency of Partnership programming, or for any other similar purpose.
* In the event of a conflict between anything set out in Guidebooks, Guidelines and the Minister’s Order, the Minister’s Order will prevail.
* Errors and Omissions Excepted.

**Acknowledgement and Waiver**The collaboration member acknowledges that they have read the Partnership Program Guide and agrees that this Application will be evaluated, and project funding, if any, allocated, in accordance with the terms described therein. In particular, the collaboration member acknowledges that the Collaboration Member Declaration may be disclosed in full to external third party reviewers. The collaboration member hereby waives the right to make any claim against AAC arising pursuant to the application, review and funding process outlined in the Partnership Program Guide. **Notice re: Personal Information:** Please refer to the Agricultural Adaptation Council's Privacy Policy for information on how the Agricultural Adaptation Council collects uses and discloses personal information. To obtain a copy of Agricultural Adaptation Council's Privacy Policy or to pose questions or concerns regarding privacy issues contact: Agricultural Adaptation Council Privacy Compliance Officer381 Elmira Road North, Unit 1, Guelph, ON, N1K 1H3Phone: (519) 822-7554 / Fax: (519) 822-6248**Notice re: Canada's Anti-Spam Legislation (CASL)**CASL requires the Agricultural Adaptation Council (AAC) to obtain your consent to send you Commercial Electronic Messages (CEM's); for example our E-Newsletter, notices about projects and upcoming events and other information regarding AAC and member organization activities.Your consent can be revoked at any time by contacting AAC or accessing the "unsubscribe" mechanism that will be included in all CEM's we send to you. |
| Please indicate consent by checking here: [ ]  |
| **Name (signing authority):** | **Email address to receive communications:** |
| **Disclaimer:**In no event will Ontario or the Agricultural Adaptation Council be liable for any damages (including, without limitation, damages for loss of data, loss of revenues or the incapacity to reach any objective) related to any of the activities contemplated hereunder, even if Ontario or the Agricultural Adaptation Council has been notified of the possibility of such damage.The collaboration member hereby declares that the information in this application, including the representations and warranties as stated in Part 8 are true and complete, to the best of its knowledge, belief and understanding. |
| **Business/Organization Name:** |  |
| **Name and Title of Signatory:** |  |
| **Signature: (I have authority to bind the organization)** | **X** |
| **Date:** |  |