

PEACE RIVER AGRICULTURE DEVELOPMENT FUND

Annual Report

for the Year Ended March 31, 2013

Council Members

2012-2013

Barry Follensbee, Chair

Barry Critcher, Vice Chair

Martin Odermatt

Rick Kantz

Simon North

Funding provided by:



Administered by:



About the Peace River Agriculture Development Fund

The fund was established by the Government of British Columbia in 1997 through a contribution of \$1,200,000.00 to promote the agriculture industry in the Peace River area of B. C.

Funds are administered by the British Columbia Peace River Grain Industry Development Council under terms of the B. C. Peace River Agriculture Development Fund Contribution Agreement dated September 5, 1997.

Applications for projects to be funded are solicited annually by the Council, and are approved in consultation with representatives of the various commodity sectors in the region.

Members of the Consultation Committee are representatives of a variety of Peace River agricultural groups including:

BC Grain Producers Association	Game Farming Association
Fine Seeds Committee	National Farmers Union
Hog Producers Association	Sheep Breeders Association
Peace Country Bison Association	Peace River Cattlemen's Association
Peace River Dairymen's Association	Peace River Farmers Institute
Peace River Forage Association of BC	Peace River Regional District
PR Organic Producers Association	PR Soil Conservation Association
Peace River Agriculture Strategic Planning Society	Egg Producers
PR South Bee Keepers Association	Prespatou Farmers Institute

Funding Guidelines

Funding Limits

- There is no maximum for individual project costs. Each project will be judged on merit.
- Projects planned to last more than three years are not eligible. If a project is planned to last more than one year, annual reports must be submitted and approved prior to payments being made for the following year(s).

Levels of Assistance

- All applications are eligible for up to 50% sharing. Of the remaining 50%, half (25% of Total Project) can be “in-kind contributions”, but it cannot be other provincial or federal government funds. This is a guideline only, as each project will be judged on merit.

Funding Arrangements

- All approved projects shall include Budgets and Timelines (dates) indicating when funds are to be paid. On approved applications of projects under \$10,000.00, a 10% holdback of funds will be maintained until a final report satisfactory to the Peace River Agriculture Fund administrators has been received. On projects over \$10,000.00 the Holdback will be agreed to between the Applicant and the PRAD Fund Administrators at the time of awarding the approval.

Eligible Applicants

- Individuals and partnerships
- Commercial and non-profit organizations
- Industry Associations
- Agencies, boards and councils
- Universities, municipal governments, and government research and/or development agencies

Eligibility Criteria

Eligible projects must

- ◆ address the objectives identified annually as Strategic Priorities,
- ◆ comply with Financial Guidelines.

Eligible and ineligible activities and costs

Eligible costs include:

- ✓ contracted goods and services
- ✓ materials and supplies (not capital costs)
- ✓ incremental labour (wages plus benefits etc.) and related costs such as travel, training and skill development
- ✓ rent or lease of facilities and equipment, and
- ✓ administrative costs specific to the project.

Ineligible costs include:

- ✗ normal costs of establishing and operating a commercial operation
- ✗ capital costs (building and equipment)
- ✗ generally, costs incurred before the project was approved, and funding for ongoing activities are not to be eligible for funding, unless approved by the Council.

Short Term Projects

Throughout each year, PRAD will accept applications for projects which will be of less than one year duration and require only up to \$7,500.00 in PRAD contributions. The approval process for these projects normally can be carried out in 4 to 6 weeks, however as much advance time as possible should be given. PRAD funding cannot be used for expenses incurred prior to the project approval.

Use of Funds

The PRAD Fund may only support the following types of projects which will benefit the agriculture and food industry in the Peace River area of B.C. -

- ❖ Agriculture and food research projects
- ❖ Technology development projects
- ❖ Environmental management projects
- ❖ Market development projects
- ❖ Education projects
- ❖ Training projects

Strategic Priorities (Set annually by Council and Consultation Committee)

2012-2013

1. Planning and Communication
2. Climate Adaptation & Development
3. Science, Technology, Education
4. Investment and Business
5. Value Added Processing
6. Domestic and International Trade
7. Natural Resource Management

Annual Work Plan

As required under the Contribution Agreement, a Work Plan is developed to show the projected uses of funds released from the Trust Account for the year. This Work Plan is approved by staff at the BC Ministry of Agriculture and Lands (formerly BC Ministry of Agriculture, Food and Fisheries) prior to funds being released from the Peace River Agriculture Development Fund Trust by the Trustee. Included with this report are a copy of the “Approved Work Plan And Projected Expenditures” for 2013 – 2014 as well as a copy of the “Annual Report and Actual Expenditures” for 2012-2013

Annual Audit

As required under the Contribution Agreement, an annual Audited Financial Report is produced by an independent auditor. The Audited Financial Report for 2012-2013 is attached.

Respectfully submitted,

Barry Follensbee, Chair,
BC Peace River Grain Industry Development Council,
For Peace River Agriculture Development Fund