



# Canadian Agricultural Partnership Program Guide

---

Canada/Northwest Territories  
**April 1, 2018 – March 31, 2023**



# Contents

---

I. Introduction.....	3
II. Canadian Agricultural Partnership Programs .....	5
III. Program Eligibility Requirements .....	6
IV. Application Process .....	7
V. Additional Information .....	8
1. Market Development Program.....	10
2. Agriculture Training Program .....	12
3. Agriculture and Food Processing Development Program.....	14
4. Agriculture and Agri-food Research Program .....	16
5. Food Safety Program .....	18
6. Agriculture and the Environment Program.....	20
7. Agriculture Awareness Program .....	22
8. Regional Delivery of Additional Community-based Agriculture Programming .....	23
Small-scale Foods Program	
8.1. Take a Kid Gardening .....	24
8.2. Community-based Introduction to Agriculture .....	25
8.3. Promotion, Purchase and Use of Local Foods.....	26
Contact Information .....	27

Cover photo: Brittany Wever, Sahtu Gardens, Norman Wells



# I. Introduction

---

The Canadian Agricultural Partnership (April 1, 2018 – March 31, 2021) is a policy framework for Canada's agriculture and agri-food sector. It is a national \$3 billion cost-shared investment by federal, provincial and territorial (FPT) governments in national, regional and local agriculture initiatives.

By the end of March 2023, approximately \$5.6 million will have been invested in developing the Northwest Territories (NWT) agriculture sector, with funding coming from the federal and territorial governments.

The Canadian Agricultural Partnership aims to help the NWT agriculture sector respond to future opportunities and to deal with challenges so that the NWT can become a productive and profitable sector of the Canadian economy. The focus of the Partnership is the development of a sustainable and innovative commercial agriculture, agri-food and agri-products sector in the Northwest Territories through market development, adaptability, industry capacity building, innovation and competitiveness. Cost-shared strategic investments under the Partnership will focus on creating greater capacity, efficiency and entrepreneurship.

The outcomes and priorities of the Partnership are:

## ***Canadian Agricultural Partnership Outcomes***

All projects funded under the Partnership should address at least one of the following outcomes:

- Increase competitiveness, productivity or profitability;
- Increase environmental sustainability;
- Expand domestic and international markets; and
- Improve the anticipation, mitigation and response to risks.

## ***Canadian Agricultural Partnership Priorities***

- Markets and Trade
- Science, Research and Innovation
- Risk Management
- Environmental Sustainability and Climate Change
- Value-added Agriculture and Agri-food Processing
- Public Trust

The annual budget of \$1.22 million is cost-shared between the territorial and federal governments on a 40:60 percent ratio. The Government of Northwest Territories (GNWT) invests \$488,400 (40%) annually. Agriculture and Agri-food Canada invests \$732,600 (60%) annually; however, there is a requirement for Agriculture and Agri-food Canada to set aside 13.75 percent of the territory's allocation for federal attributed initiatives. Within the NWT Canadian Agricultural Partnership agreement this equates to \$100,733 per year, which leaves a balance remaining of \$1.12 million for program delivery.

There is a limited amount of Canadian Agricultural Partnership funding available through each of the regions. Applicants should discuss their projects with their local Industry, Tourism and Investment (ITI) office and submit their completed applications in a timely manner.

Regional ITI Offices are responsible for coordinating the Small-scale Foods Program. The GNWT has a mandate to support and promote agriculture development tailored to northern environments and local resource realities. Each community is the key decision maker on what local programming should look like.

## II. Canadian Agricultural Partnership Programs

---

Canadian Agricultural Partnership funding will encourage agricultural development in the NWT through the following programs:

- Market Development Program
- Agriculture Training Program
- Agriculture and Food Processing Development Program
- Agriculture and Agri-food Research Program
- Food Safety Program
- Agriculture and the Environment Program
- Agriculture Awareness Program
- Small-scale Foods Program

### III. Program Eligibility Requirements

---

Recipients must be NWT residents. For the purposes of the Canadian Agricultural Partnership, the GNWT views the definition of an “NWT resident” as being a legal entity whose “decision making and control” is within the NWT. A legal entity includes, but is not limited to, an individual, corporation, society, non-profit, community government or Indigenous government. The key point is that it is lawfully constituted and its decision making and control resides within the NWT.

Eligible recipients under the NWT Canadian Agricultural Partnership are primary producers and producer organizations, processors and processor organizations, Indigenous governments, communities and groups, municipal, community and territorial governments, research bodies, and other industry and non-profit organizations whose mandate relates to agriculture and agri-food production and processing.

Individuals must:

- Be a current resident of the Northwest Territories for at least one year and be at least 19 years of age;
- Have a working history with food growing or agri-food processing; and
- For new entrants, demonstrate an interest in commercial food development.

Businesses must be:

- Based and operating within the Northwest Territories for at least one year;
- An agricultural producer or agri-food processor;
- A sole proprietorship, partnership or corporation that is registered and in good standing with the Department of Justice, Legal Registries Division; and
- Operating a farm or processing facility with commercial sales, or be able to demonstrate current/future commercial viability (a Business Plan is required).

Non-profit organizations must be:

- Registered as a northern-based non-profit society organization and in good standing with the NWT Registrar of Societies.

Consideration will be given to cooperatives or collectives that have a mandate that is agriculture, agri-food or agri-products industry-based.

Governments include territorial, community, municipal and Indigenous governments.



## IV. Application Process

---

Submit completed project applications (application form, checklist and required supporting documents) to your local ITI Regional Office.

Applicants will be required to provide a detailed plan and, where applicable, they may need to include a business plan, drawings, specifications, costs, expected outcomes, anticipated results, projected sales and income to be generated as a result of the investment.

Applications will be evaluated based on their overall merits and economic benefits as they relate to: advancing the agri-food sector in a sustainable, well-managed and relevant manner; alignment with the Canadian Agricultural Partnership objectives; and the relevance of potential benefits to the overall industry, community and general public.

Anticipated, measurable outcomes and outputs must be clearly identified by the applicant as part of the application process. A template will be provided for the required final report, which is focused on assessing whether the project-specific outputs and outcomes were achieved and to confirm whether the investment generated positive change in capacity, efficiency or market access.

Financial accountability is required to confirm that funds were spent appropriately.

Invitations to apply will be extended during January/February of each year for projects starting April 1 of the same year. This is intended to ensure that approved start-of-season projects receive their funding in order to begin work in a timely manner. Applications will be accepted throughout the year as well, until the program's annual budget is committed.

All applications are confidential. However, once approved and a Contribution Agreement is signed, the general details of the project become accessible to the public.

## V. Additional Information

---

1. Unless otherwise specified under individual programs, in-kind (non-cash) contributions are eligible if:
  - Non-cash contributions cover costs directly related to food production and have an assigned fair market value. This must be associated to costs that are directly related to the project (i.e. they would be incurred even if the contribution was not made). Examples include use of equipment, materials or specialized labour time.
  - Depending on the program applied to, applicant “sweat equity” may be recognized as an in-kind contribution. This typically refers to required labour to complete the project (i.e. fence building, minor construction, etc.), where the applicant has the ability to perform the tasks safely, effectively and in compliance with building practice standards.
2. Required final financial reporting must be substantiated based on receipts provided by the applicant.
3. Reimbursement of eligible travel costs must be consistent with NWT government travel expense guidelines, which are available through ITI Regional Offices.
4. Five year limits, as identified under these programs, refer to the five-year duration of the Canadian Agricultural Partnership Agreement.

### USE OF CONSULTANTS

When applicable, the application must clearly outline the qualifications of consultant(s) and why these services are required. Their professional capacity and expertise must be clearly demonstrated (i.e. a copy of their résumé must be included in the application package).

## PROGRAM DELIVERY METHODS FOR THE NWT CANADIAN AGRICULTURAL PARTNERSHIP

Funds may be awarded/spent through a variety of methods, depending on the program:

1. Applications Received: For programs that are intended to support the development of agricultural producers or agri-food processors.
2. The Small-scale Food Programs (SSFP) will be coordinated by ITI Regional Offices. ITI Regional Offices will utilize internal resources, service contracts and collaborations with other funding partners to achieve the SSFP goals.
3. The GNWT will concentrate on creating a positive business environment within northern agriculture. Investing in foundational resources will help the sector develop in a relevant, informed and safe manner. This involves strategic investments in relevant research, defining food safety best practices and promoting greater agriculture awareness. These aspects are critical to the industry and benefit the sector as a whole. These initiatives are focused on eliminating barriers, as identified by northern producers, and fostering entrepreneurship.

## INELIGIBLE ACTIVITIES/COSTS

The following activities/costs are not eligible under the Canadian Agricultural Partnership:

- Normal and on-going operating and maintenance costs incurred by recipients.
- Use of funding to subsidize purchase of common items that can be used for multiple purposes (e.g. digital cameras, GPS, smartphones, measuring tapes, etc.).
- Activities that do not provide direct benefit to the sector.
- Activities related to aquaponics food production, and to aquaculture, seaweed, fish and seafood production.
- Tax credits or rebates, such as the Goods and Services Tax (GST).
- Development and enforcement of regulations.
- Reimbursement of in-kind contributions.
- Purchase of land.

# 1. Market Development Program

---

## PROGRAM DESCRIPTION

The purpose of this program is to support the development of the NWT agriculture industry and increase the competitiveness of NWT agricultural producers and agri-food processors in the market place. The program provides funding to investigate and capture new market opportunities and enhance the competitive capability of the industry as well as facilitate and increase the trade of agricultural products between NWT communities and regions.

## ELIGIBLE ACTIVITIES

Eligible activities may include, but are not limited to:

- Activities related to the promotion and marketing of agri-food, including the development and design of brochures, logos, labels, websites, signage and packaging for the applicant's use, to a maximum of \$2,500 per year.
- Support for participation in relevant marketing events such trade shows and conferences, including registration fees and travel costs, to a maximum of \$1,000 per year.
- Activities related to the development of market strategies and market feasibility assessments. Costs can include consultant fees and travel expenses, to a program five-year maximum of \$5,000.
- Support for marketing organization start-up costs (for a maximum of two consecutive years) and projects (e.g. community farmers' markets and agri-tourism ventures), to a maximum of \$2,500 per year for the first two years.
- Market diversification projects are eligible for \$5,000 (e.g. products that could enter or access new markets), to a program five-year maximum of \$10,000.
- Trade between NWT communities: Funding to offset costs to transport NWT produced and harvested food products from point of production to NWT markets.
  - Option 1: 70% of gas receipts used to travel to and from the point of sale, (i.e. farmers' market), to a maximum of \$500 per round trip and an overall maximum of \$5,000 per year. Written confirmation of attendance to a market or sales event in another community will be required (i.e. written note or e-mail message).
  - Option 2: Commercial transportation costs as documented with receipts: to a maximum of 100% of transportation costs to the first \$2,500 per year, and 50% of freight costs beyond \$2,500 per year, to a maximum of \$10,000 per year.

## **INELIGIBLE ACTIVITIES**

Support for personal hobby gardens (i.e. private garden planted for own household use only) are not eligible.

## **EQUITY REQUIREMENT**

Applicants are required to contribute at least 10 percent of the cost value of the project (i.e. cash or in-kind contributions). Sweat equity will be recognized as an in-kind contribution where it represents a relevant cost.

## **ELIGIBLE APPLICANTS**

Eligible applicants include NWT residents who are agricultural producers, agri-food processors or involved in northern-based agri-businesses (this includes individuals, businesses, Indigenous organizations, industry associations and non-profit organizations whose mandate is related to agriculture and agri-food production or processing).

This is an application-based program.

Applicants need to submit a completed application to the ITI Regional Office, providing detailed information, including full project costing, objectives, outcomes, outputs and indicators for success.

## 2. Agriculture Training Program

---

### PROGRAM DESCRIPTION

The purpose of this program is to provide assistance for individuals and businesses involved in the agriculture sector to advance their competencies through a variety of training and educational programs that benefit and meet the needs of the agriculture, agri-food or agri-industry sector.

The objectives of this program are to:

- Conduct or host, such as through territorial or regional activities, opportunities for agricultural producers, agri-food processors and agri-businesses to obtain knowledge, training and skills needed to develop, increase or expand local food production and/or become more competitive in local, regional and territorial markets.
- Provide funding support to agricultural producers, agri-food processors, agri-business, agricultural associations and governments (Indigenous, municipal, territorial) to participate in agriculture and food processing-related training, workshops, seminars and conferences to enhance the skillset of northern food producers and provide benefit to the local agriculture and agri-food industry.
- Provide opportunities for new entrants to the NWT agriculture and agri-food processing industries to gain knowledge and experience in northern agriculture through training and through mentorships with established members of the NWT agriculture industry.

### ELIGIBLE ACTIVITIES

Activities may include, but are not limited to:

- Agriculture and food processing training courses, workshops, seminars, conferences, new entrant exchanges, online courses, and any other training and learning activities (example: new entrant mentorships) that will develop the human resource capacities of the NWT agriculture, agri-food and agri-based products industry.
- Learning and training initiatives that diversify or add value to existing NWT agri-businesses.
- Agriculture and farm management courses, training, online learning programs, workshops, seminars, conferences or other networking activities that develop human resource capacity for commercial production.

## ELIGIBLE COSTS

Eligible costs include tuition, training and course fees, registration fees, instructor/speaker fees, educational materials and travel expenses (travel costs must be consistent with GNWT travel expense guidelines).

The program will fund costs to participate in commercial agriculture oriented courses, training or conferences. Eligible non-travel costs and travel costs for northern-based learning will be reimbursed to a maximum of 90 percent. Emerging producers/processors will be reimbursed to a maximum of 100 percent and must clearly demonstrate their commitment to becoming a food producer/processor. Travel costs for out-of-territory training for experienced producers/processors will be covered to a maximum of 50 percent. The annual funding limit is \$5,000 per year for combined travel and non-travel.

Applicants applying under the Agriculture Training Program will provide a plan detailing costs, a description of the venue and program, and benefits of the training to their business.

This is an application-based program.

## EQUITY REQUIREMENT

Variable – applicants are required to contribute from 0 to 50 percent of total project costs.

## ELIGIBLE APPLICANTS

NWT residents who are experienced and/or new entrants into agricultural food production as well as agri-food processing business and/or involved in northern-based agri-businesses.

## 3. Agriculture and Food Processing Development Program

---

### PROGRAM DESCRIPTION

The purpose of this program is to support agriculture and agri-food processing projects that enhance regional economic development and contribute to sustainability. It is intended to help new or existing producers obtain resources needed to develop or improve production or efficiencies. Funding is provided to diversify and implement new technologies that increase productive capacity as well as support the development of value-added agri-products.

### ELIGIBLE ACTIVITIES

Activities may include, but are not limited to:

- Funding to assist agricultural start-up or new-entrant producers and processors with initial operating costs such as seed, transplants, fertilizer and biological controls, to a maximum of \$3,000 per year for the first two years of operation.
- Provision of funding to assist agricultural producers and agri-food processors to offset the cost of harvesting, processing or other specialized equipment to support their operation, to a maximum of \$15,000 per year.
- Funding to support the purchase and construction of food storage facilities, to a program five-year maximum of \$15,000.
- Activities to increase the productive capacity of commercial (i.e. greater than 150 m<sup>2</sup>) greenhouses to a maximum of \$20 per square metre, to a program five-year maximum of \$15,000.
- Funding to assist with the purchase of materials and construction of a commercial (greater than 150 m<sup>2</sup>) greenhouse selling products to the public, to a program five-year maximum of \$15,000.
- Provision of funding for the implementation of new technologies to encourage greater process efficiencies or improved yields, to a maximum of \$15,000 per year.
- Provision of funding for agriculture land sustainability and diversification activities, including the clearing and breaking of land and other improvements, such as fencing, to a maximum of \$1,000 per 900 m<sup>2</sup> (this equates to 9,688 square feet or approximately 1/4 acre), with a total maximum contribution of \$7,500 per year, to a program five-year maximum of \$15,000.
- Other activities, which may include hiring third-party labour and consultant services for professional, technical and analytical support, to a program five-year maximum of \$10,000.
- Funding to offset the costs of materials or minor construction of commercial livestock or other production facilities, to a program five-year maximum of 75% of project costs, not to exceed \$15,000 per year.

This is an application-based program.



## **EQUITY REQUIREMENT**

Applicants are required to contribute at least 10 percent of cost value to the project (i.e. as cash or in-kind contributions). Sweat equity will be recognized when it is a relevant cost.

## **ELIGIBLE APPLICANTS**

Eligible applicants include NWT food producers and processors, agri-businesses, local and Indigenous governments involved in the agriculture, agri-food and agri-based products industry (this includes individuals, businesses, Indigenous organizations, industry associations and non-profit organizations whose mandate is related to agriculture and agri-food production or processing).

## 4. Agriculture and Agri-food Research Program

---

### PROGRAM DESCRIPTION

The purpose of this program is to provide funding for agricultural research studies and pilot projects to investigate and evaluate:

- The cultivation of new agricultural crops to increase cropping choices;
- New agricultural production techniques relevant to northern agriculture;
- New agri-food processing techniques and technologies; and
- New value-added agri-food products.

### ELIGIBLE ACTIVITIES

Activities may include, but are not limited to:

- Research studies related to the investigation and evaluation of crop cultivation, farm management and agricultural production techniques, agri-food processing and value-added product technologies.
- Pilot projects related to the investigation and evaluation of crop cultivation, farm management and agricultural production techniques, agri-food processing and value-added product technologies.

### ELIGIBLE COSTS

Eligible costs include consultant fees, project design, third-party labour, project supplies, materials and equipment, professional, technical and analytical support, field preparation and minor maintenance of research facilities, presentation preparation costs and travel.

Reimbursement for travel costs must be consistent with GNWT travel expense guidelines.

Applications will be accepted for small research projects (i.e. on-farm applied research) where: (1) final research findings and summary reports are made available to the public, and (2) the research is relevant and applicable to advancing agriculture and the agri-food sector in the NWT.

## **EQUITY REQUIREMENT**

Applicants are required to contribute at least 10 percent of cost value to the project (i.e. as cash or in-kind contributions). Sweat equity will be recognized when it is a relevant cost.

## **ELIGIBLE APPLICANTS**

Eligible applicants include NWT food producers and processors, agri-businesses, local and Indigenous governments involved in the agriculture, agri-food and agri-based products industry (this includes individuals, businesses, Indigenous organizations, industry associations and non-profit organizations whose mandate is related to agriculture and agri-food production or processing).

The GNWT will be the lead with territorial-wide initiatives undertaken (research, food safety, environmental mitigation) for the benefit of the sector as a whole.

## **ANTICIPATED OUTPUT(S)**

Research outcomes reports resulting from this program will be made available to the public.

## **PROGRAM MANAGER**

Agriculture and Commercial Food Production Analyst – Hay River Office ITI

## 5. Food Safety Program

---

### PROGRAM DESCRIPTION

The purpose of this program is to ensure food is produced safely. It is intended to mitigate food safety risks associated with the manufacture and transportation of NWT food products. The program is designed to encourage NWT agricultural producers, food processors and business managers to develop strategies and adopt systems and processes that will reduce food safety risks, ensure greater public safety and improve access to markets.

### ELIGIBLE ACTIVITIES

- Development of food safety strategies in partnership with government and national producer organizations, including the delivery of Food Safe Level I and Level II courses.
- Implementation of HACCP (Hazard Analysis and Critical Control Points) or HACCP-based programs, including nationally developed HACCP or HACCP-based systems in the processing and harvesting sectors.
- Development and implementation of systems that enable compliance with regulations designed to ensure the continued health and viability of the agri-food industry in the NWT.
- Provide support for food safety training, workshops, seminars, on-line learning and other food safety-related activities undertaken by agricultural producers, agri-food processing personnel and agri-business.
- Purchase of food safety equipment or personal safety equipment (basic food handling clothing, personal safety devices), and retrofitting facilities to meet food processing and handling standards.
- Implementing environmental farm safety and monitoring procedures.
- Creation of emergency response and management plans.
- Development and implementation of traceability systems.

## **ELIGIBLE COSTS**

Eligible costs may include, but are not limited to: equipment, facilities, professional, technical and analytical support and consultant fees, to a program five-year maximum of \$15,000.

Reimbursement for travel costs must be consistent with GNWT travel expense guidelines.

## **EQUITY REQUIREMENT**

Applicants are required to contribute at least 10 percent of cost value to the project (i.e. as cash or in-kind contributions). Sweat equity will be recognized when it is a relevant cost.

## **ELIGIBLE APPLICANTS**

Eligible applicants include NWT food producers and processors, agri-businesses, local and Indigenous governments involved in the agriculture, agri-food and agri-based products industry (this includes individuals, businesses, Indigenous organizations, industry associations and non-profit organizations whose mandate is related to agriculture and agri-food production or processing).

The GNWT will be the lead with territorial-wide initiatives undertaken (research, food safety, environmental mitigation) for the benefit of the sector as a whole.

## **ANTICIPATED OUTPUT(S)**

Research or training documents produced using this program will be made available to the public.

## **PROGRAM MANAGER**

Agriculture and Commercial Food Production Analyst – Hay River Office ITI

## 6. Agriculture and the Environment Program

---

### PROGRAM DESCRIPTION

The purpose of this program is to provide funding to support research specific to promoting environmental stewardship and conducting scientific analysis for the benefit of agriculture and the environment.

The objectives of this program are to:

- Enhance access in the NWT to agricultural information and resources related to the impacts of agriculture on the environment;
- Expand and make refinements to a comprehensive database on soil profiles and production zones;
- Investigate, adapt and implement environmentally-friendly technologies and methodologies for nutrient (waste) management, the use of alternate energy sources, agri-food storage, mobile food processing and the control of invasive species;
- Assist agriculture, agri-food and agri-based product operations in the development and implementation of environmental farm plans (EFPs);
- Provide support for the implementation of best management practices (BMPs) to mitigate environmental impacts caused by agricultural activities;
- Provide support for studies that collect relevant environmental, soil, vegetation and water data, and incorporate this information into databases; and
- Provide support for studies to identify, monitor and mitigate the impact of invasive species.

### ELIGIBLE ACTIVITIES

Activities may include, but are not limited to:

- Environmental stewardship activities on farms and other food production and processing sites.
- Soil studies to compile, review, digitize and enhance NWT soil information databases.
- Research studies and pilot projects to investigate, adapt and implement new environmentally-friendly technologies and methodologies for nutrient (waste) management, the use of alternate energy sources, food storage and mobile food processing.
- Activities related to monitoring and reducing the risks of invasive species, including plants, animals and wildlife (e.g. muskox migrating south).

## ELIGIBLE COSTS

Eligible costs may include, but are not limited to:

- The development of individual environmental farm plans, including, but not limited to, consultant fees for professional, technical and analytical support, and travel expenses (transportation, accommodations, meals and incidentals).
- Laboratory costs for soil and water testing to assess suitability and safety for agriculture and impacts of agriculture on the environment.
- Research studies to investigate, adapt and implement new environmentally-friendly technologies and methodologies. Costs could include consultant fees, project design costs, project supplies, materials, equipment and travel expenses.

Maximum five-year program limit is \$15,000.

Reimbursement for travel costs must be consistent with GNWT travel expense guidelines.

## EQUITY REQUIREMENT

Applicants are required to contribute at least 10 percent of cost value to the project (i.e. as cash or in-kind contributions). Sweat equity will be recognized when it is a relevant cost.

## ELIGIBLE APPLICANTS

Eligible applicants include NWT food producers, processors, agri-businesses, local and Indigenous governments involved in the agriculture, agri-food and agri-based products industry (this includes individuals, businesses, Indigenous organizations, industry associations and non-profit organizations whose mandate is related to agriculture and agri-food production or processing).

The GNWT will be the lead with territorial-wide initiatives undertaken (research, food safety, environmental mitigation) for the benefit of the sector as a whole (e.g. specialized environmental studies and the development of environmentally-related best practices for the benefit of NWT agriculture).

## 7. Agricultural Awareness Program

---

### PROGRAM DESCRIPTION

The purpose of this program is to inform and promote the agriculture and agri-food sector across the NWT, such as by providing information through public awareness and promotional activities to all residents about the benefits of local food production.

### ELIGIBLE ACTIVITIES

Activities may include, but are not limited to:

- Agricultural public awareness and promotional activities, including education campaigns, community events, training courses, workshops, conferences or trade shows. This could include participation in national agriculture related celebratory events.
- Development of communication products, including publications, brochures, websites, videos, banners and displays.

### ELIGIBLE COSTS

Costs may include, but are not limited to: consultant fees, third-party labour, advertising costs, production and publication of communication products, equipment rentals and venues for public awareness/promotional activities.

The GNWT will be the lead with territorial-wide initiatives undertaken for the benefit of the sector as a whole (e.g. sector-wide brand development to differentiate northern grown/processed products in the local, territorial and national marketplaces).

### PROGRAM MANAGER

Agriculture and Commercial Food Production Analyst – Hay River Office ITI and ITI Headquarters



## 8. Regional Delivery of Additional Community-based Agriculture Programming

---

### Small-scale Foods Program

Regional Offices of the Department of Industry, Tourism and Investment (ITI) are responsible for coordinating the Small-scale Foods Program (SSFP). The GNWT has a mandate to support and promote agriculture development tailored to northern environments and local resource realities. Each community is the key decision maker on what local programming should look like. This encourages a strong collaborative relationship between communities and other partners.

The ITI Regional Offices may use internal resources, service contracts and collaborations with other funding partners to achieve the SSFP goals.

#### PROGRAM DESCRIPTION

The purpose of the Small-scale Foods Program is to introduce and support the development of basic agricultural food production in the communities. This program is targeted at communities outside of NWT regional centres that are typically underserved in order to allow small, remote communities to benefit.

#### ELIGIBLE ACTIVITIES

- Funding to encourage the introduction of food growing skills in communities typically underserved, with the intent of starting community-based food production initiatives.
- Funding that will encourage greater awareness of the economic benefits to growing and using local food products in order to diversify the economy within the community at large. This could involve product use training related to harvesting, processing and promoting the use of local market food.
- Funding to initiate and establish greater self-sufficiency in food production where the cost-of-living is exceptionally high.

There are three sub-programs under the Small-scale Foods Program:

## 8.1 Take a Kid Gardening

Take a Kid Gardening (TAKG) is designed to introduce children and youth to the agriculture and agri-food industry. The program intends to promote greater awareness of agriculture through a variety of training programs, such as hands-on experiential learning. This could include planting, caring, harvesting, processing and storing food, and/or secondary activities, such as composting.

TAKG intends to give NWT children and youth the opportunity to learn about local food production and the importance of sustainability. This may also include promoting the potential of careers and business opportunities.

### ELIGIBLE ACTIVITIES

Activities may include, but are not limited to:

- Training of children and youth to participate in food-related activities and associated costs, including instructor fees.
- Planning, coordination and training in the agriculture and food sector. This includes initiatives that promote career interest in food production and processing.
- Other training opportunities may include composting and preserving food.
- Hands-on learning about the use and care of raised growing spaces and in-ground gardens. These programs can link to appropriate subject areas (such as science).
- Working with experienced farmers and food producers.

Note: Reimbursement for travel costs must be consistent with GNWT travel expense guidelines.

### TARGETED PROGRAM RECIPIENTS

- Governments, such as municipal and local Indigenous governments.
- Educational institutions – local or regional District Education Councils/ Authorities, elementary or secondary schools, after-school programs and community-based programs.

## 8.2 Community-based Introduction to Agriculture

The purpose of this program is to initiate and establish greater local self-sufficiency in food production where the cost-of-living is exceptionally high. The program is targeted at small, remote communities outside of NWT regional centres.

This program relies on communities developing their agricultural objectives. Communities should enquire about funding limits and opportunities through their regional ITI offices.

### ELIGIBLE ACTIVITIES

Activities may include, but are not limited to:

- Planning, design, coordination, construction, enhancement and/or creation of community-based agricultural initiatives (e.g. beekeeping and honey production, market gardens or greenhouses).
- Community or regionally-based training and educational activities, such as workshops and seminars for those interested in farming, food production, gardens and greenhouse management, with the intent to increase access to locally grown and produced foods.

### ELIGIBLE COSTS

Eligible costs include materials, equipment and freight, supplies, soil, seeds, fertilizer and other needed inputs for the project.

### TARGETED PROGRAM RECIPIENTS

- Small, remote communities with high costs of living, outside the major regional centres.
- Governments can include local, municipal and Indigenous governments.
- Local non-profit organizations.

## 8.3 Promotion, Purchase and Use of Local foods

The purpose of this program is to introduce harvesting, processing and encourage the day-to-day use of locally produced foods and foster greater awareness through community-based training opportunities. This will, in turn, highlight the economic benefits and create a larger market for locally produced foods. Programming may be delivered through local educational and community centres, community and/or Indigenous organizations.

### ELIGIBLE ACTIVITIES

Activities may include, but are not limited to:

- Community or regionally-based harvesting, processing, preserving and cooking local market foods educational sessions, such as workshops or demonstrations.

### ELIGIBLE COSTS

Eligible costs include commercial or community kitchen rentals, cooking supplies, ingredients and equipment, instructor fees and travel costs, where applicable.

### TARGETED PROGRAM RECIPIENTS

- Communities outside the major regional centres.
- Educational institutions: local school boards and/or schools.
- Local governments: municipal and Indigenous governments.
- Local non-profit organizations.

### PROGRAM MANAGER

ITI Regional Offices

# Contact Information

---

For information on the Canadian Agricultural Partnership, please contact the Department of Industry, Tourism and Investment and/or the regional ITI offices.

## **Canadian Agricultural Partnership Website**

[canada.ca/agri-partnership](http://canada.ca/agri-partnership)

## **ITI Trade and Investment Regional Offices**

North Slave Region

Yellowknife

Manager (867) 767-9212 extension 63260

South Slave Region

Fort Smith

Manager (867) 872-0715

Beaufort-Delta Region

Inuvik

Manager (867) 777-7103

Sahtu Region

Norman Wells

Manager (867) 587-7166

Deh Cho Region

Fort Simpson

Manager (867) 695-7510

## **Economic Diversification, Headquarters**

Department of Industry, Tourism and Investment

Manager, Traditional Economy, Agriculture and Fisheries

Yellowknife, NWT (867) 767-9219 extension 63107

## **Agriculture and Commercial Food Development Analyst**

Department of Industry, Tourism and Investment

Hay River, NWT (867) 874-5406