Application Form
Agriculture Energy Systems Pilot Program-
Agriculture Energy Research Subprogram

1.1 Applicant Information		
Applicant Legal Name (Business Name or Individual Name, including middle name)		
Please provide your Social Insurance, Business, or Registration Number (depending on your organization). Please note: if approved, this is the individual, business, or organization that will receive a Funding Agreement, incur all eligible project expenses, issue all payments for eligible expenses, and receive an AGR-1. This number must match the Applicant Legal Name above.		
Individual Proprietorship (if you file to Canada Revenue Agency as an individual) Social Insurance Number**:**		
Incorporated Company (if you file to Canada Revenue Agency as a corporation) (*This number can be found on your tax forms and is required under the authority of the Income Tax Act*) Revenue Canada Business Number:		
Partnership (if you file to Canada Revenue Agency as a partnership) Revenue Canada Business Number:		
1.2 Contact Information		
Contact Name:		
Secondary Contact:		
Mailing Address		
Village/Town/City	Province	Postal Code
Telephone No.	Cellular No.	Email Address

Preferred method of communication

☐ Telephone ☐ Cellular Phone ☐ Text Message ☐ Email ☐ Other (please specify): _____

1.3 Partnerships

If you indicated "Partnerships" as your type of business in Section 1.1, please list the partner name(s) and their ownership percentage in the table below.

Name all partners (for partnerships)	**Percent of ownership**

Questions?
Please email agenergy@gov.pe.ca or call: 782-772-6414

1.4 Type of Industry/Farm Overview (Dairy, potato, beef, hog, grain and oilseeds, fruits, vegetables, etc.)	
1.5 Project Information	
Project Location: ***Same as contact information*** ☐ ***or:***	**Property Identification (PID) Number:**
Project Start Date (dd/mm/yy):	**Project End Date: (dd/mm/yy):**

2.1 Project Proposal (1-2 pages)	
Please use the topics listed below as the subject headings of your proposal	
Cover Page	Include the project title, expected start and end date of the project, and your contact information.
Executive Summary	Provide a summary of conditions leading to this project, past research in this area, and why you wish to proceed. Outline what work is to be carried out, the equipment involved, etc.
Project Objectives	Describe the issue your project is designed to address and the project's final objectives.
Timeline	Identify the project's timeline and activities (including submission of the project's final report). Include the activity's description, any person(s) or organizations associated with the activity and the activity's start and end date.
Results	State the expected commercial and/or economic benefits to agriculture industry.
Budget	Identify total project costs and funding requested from the program.
Evaluation	How will you measure whether the project investments and activities achieved the objective of this project? How will you measure progress made toward achieving the project objective? How will you communicate the evaluation results?
Communication of Support (if applicable)	Please describe how you intend to recognize the support of the Department in communication material related to the project.

Questions?
Please email agenergy@gov.pe.ca or call: 782-772-6414

3.1 Please provide detailed estimates and accurate costings for intended project activities.		
Project category	**Project component**	**Estimated costs ($)**
	Total:	

3.2 Project Funding

Have you, or will you, secure any other Provincial and/or Federal Government funding for this project?

☐ Yes ☐ No

If yes, please provide detailed information below.

Source	Dollar Amount

3.3 Agriculture Energy Systems Pilot Program Funding

Have you previously secured funding for other projects through Agriculture Energy Systems Pilot Program?

☐ Yes ☐ No

Questions?
Please email agenergy@gov.pe.ca or call: 782-772-6414

4.1 Declarations and Consent to Personal Information

By submitting this form for project funding, I/we:

- understand that personal information on this form is collected under Section 31(c) of the *Freedom of Information and Protection of Privacy Act* R.S.P.E.I. 1988 c. F-15.01 as it relates directly to and is necessary for the Agriculture Energy Systems Pilot Program-Agriculture Energy Research Subprogram. It will be used for determining eligibility for program assistance and will be shared with the Canada Revenue Agency regarding the taxable benefit;
- agree to participate in an evaluation and/or audit of the program;
- understand that projects funded may be communicated through the Department's public and social media channels;
- understand that failing to comply with all application requirements may delay the processing of the application, or may render me/us ineligible for receiving assistance under the program;
- understand that the Social Insurance Number, Business Number and/or Charity Registration Number is collected under the authority of the *Income Tax Act* for the purposes of reporting income;
- acknowledge that my/our completion of this application form and by receipt of advice from the PEI Department of Agriculture or other program delivery agent does not oblige the PEI Department of Agriculture or other delivery agents to provide funding;
- understand that expenses incurred prior to date of application are not eligible for assistance under this program;
- understand that proof of farming income may be requested to validate Bona fide Farmer status, and
- agree that a completed Final Report including financial verification will be provided to the Department via email within 30 days of the completion of the Project.

I/we, certify that the information given on this application is to the best of my knowledge complete, true and accurate.

Name of Applicant/Signing Officer (Please print)	**Signature of Applicant/Signing Officer**	**Date dd/mm/yy**

5. Submitting the Application

Completed applications and all supplemental information may be submitted to the attention of the Agriculture Energy Systems Program Officer via regular mail or email:

Email Applications:	**Regular Mail Applications:**
Once you have completed the application, you may email a **signed** copy to: agenergy@gov.pe.ca Note: Unsigned applications will be considered incomplete and ineligible for consideration.	Applications may be submitted via regular mail at: PEI Department of Agriculture Agriculture Energy Systems Pilot Program 11 Kent Street, PO Box 2000 Charlottetown, PE C1A 7N8 (782) 772-6414 (phone)

Questions?

Please email agenergy@gov.pe.ca. If you need assistance, please contact **Ankita Shrestha, Agriculture Energy Systems Specialist**, 5th floor, Jones Building, 11 Kent Street at: 782-772-6414