

For Administrative Use Only
Date Received:

AGRICULTURE OPPORTUNITIES FUND GRANT PROGRAM APPLICATION FORM

April 1, 2012- March 31, 2015

Application Deadline: December 31, 2011

Send application to:

Fred Young, AOF Program Manager

Agriculture and Rural Development

Provincial Building

Room 106, 4409-44th Street

Stony Plain, AB T7Z 1N4

Electronic form will expand as information is entered. Brevity is a virtue.

Contact Information

Organization:		
Contact Name:		
Address:		
E-mail:	Phone:	Fax:
Chairman's/President's Name:		

Forage and Livestock Program

Program Title: <i>(max 15 words)</i>
AOF Grant Requested annually:

Annual and Special Crops Program

Program Title: <i>(max 15 words)</i>
AOF Grant Requested annually:

Environment Program

Program Title: <i>(max 15 words)</i>
AOF Grant Requested annually:

TOTAL AOF GRANT REQUESTED ANNUALLY:	\$
MATCHING CONTRIBUTION:	\$
TOTAL COST:	\$
% AOF Funding (AOF requested/Total x 100) Max 70 %	

A: ORGANIZATIONAL BACKGROUND. Demonstrate organization's capacity to deliver proposed program(s), eg. Staffing expertise, resources, equipment, etc. (maximum ½ page)

B: NEEDS ASSESSMENT. How did you assess need for the proposed program(s)? (maximum ½ page)

C: PROGRAM DETAILS FORAGE AND LIVESTOCK

PROGRAM TITLE:		
Program Outputs		Program Outcomes
What are the activities planned to achieve stated outcomes, ie. extension, research plots, etc?		Based on your needs assessment, what will the program achieve in the next three years? What does success look like?
		Outcome 1:
		Outcome 2:
		Outcome 3:
What are the projected impacts? <i>Can be shown as economic, social, environmental, etc. Please show assumptions</i>		
How will you measure the program's success? Be specific		
Co-Applicants. Who will you involve in the program and what is their involvement?		
Name/Organization	Contact Name & Phone #	Role/Responsibility
Collaborators. Who will you involve in the program and what is their involvement?		
Name/Organization	Contact Name & Phone #	Role/Responsibility

C: PROGRAM DETAILS ANNUAL AND SPECIAL CROP

PROGRAM TITLE:		
Program Outputs		Program Outcomes
What are the activities planned to achieve stated outcomes, ie. extension, research plots, etc?		Based on your needs assessment, what will the program achieve in the next three years? What does success look like?
		Outcome 1:
		Outcome 2:
		Outcome 3:
What are the projected impacts? <i>Can be shown as economic, social, environmental, etc. Please show assumptions</i>		
How will you measure the program's success? Be specific		
Co-Applicants. Who will you involve in the program and what is their involvement?		
Name/Organization	Contact Name & Phone #	Role/Responsibility
Collaborators. Who will you involve in the program and what is their involvement?		
Name/Organization	Contact Name & Phone #	Role/Responsibility

C: PROGRAM DETAILS ENVIRONMENT

PROGRAM TITLE:		
Program Outputs		Program Outcomes
What are the activities planned to achieve stated outcomes, ie. extension, research plots, etc?		Based on your needs assessment, what will the program achieve in the next three years? What does success look like?
		Outcome 1:
		Outcome 2:
		Outcome 3:
What are the projected impacts? <i>Can be shown as economic, social, environmental, etc. Please show assumptions</i>		
How will you measure the program's success? Be specific		
Co-Applicants. Who will you involve in the program and what is their involvement?		
Name/Organization	Contact Name & Phone #	Role/Responsibility
Collaborators. Who will you involve in the program and what is their involvement?		
Name/Organization	Contact Name & Phone #	Role/Responsibility

Proposed Budget

Note: Detailed Budget must be supplied as an Appendix or attached Excel Spreadsheet

Funding Sources Summary

	Annual Budget (April 1st – March 31st)
AOF – Grant Fund Requested	\$
Industry - Matching	\$
Municipal and Federal Government – Matching	\$
Other – Matching	\$
TOTAL	\$

Expenses

	2012-2015
Manpower, Wages and Benefits	\$
Travel costs related to extension program activities	\$
Materials and Supplies	\$
Communication	\$
Training and Education	\$
Capital Expenditures	\$
Other	\$
TOTALS	

Funding Sources Detail - Matching

Industry

Industry Name	Description <i>(be specific)</i>	Cash	In-Kind
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
	TOTAL	\$	\$

Other Government

Industry Name	Description <i>(be specific)</i>	Cash	In-Kind
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
	TOTAL	\$	\$

Other

Industry Name	Description <i>(be specific)</i>	Cash	In-Kind
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
	TOTAL	\$	\$

Total Cash	A.	\$
Total In-kind	B.	\$
Total Matching	C.	\$
% In-kind (B ÷ C x 100) MAX 30%		%

Name/Association	
Agreement/Declaration I/we have read, understand and agree to the Terms and Conditions of the Agriculture Opportunities Fund Grant Program. I/we certify that the information provided in this application is, to the best of my/our knowledge, complete and true	
SIGNATURE:	DATE:
Chairman/President of Association. Signatures as required by organization	

The information collected on this form will be used to process your application under the Agriculture Opportunities Fund Grant Program. This information is collected under the authority of and is subject to the Freedom of Information and Protection of Privacy Act. Any questions about the collection, use or disclosure of this information can be directed to the Agriculture Opportunities Fund Grant Program Manager at: 4409-44 Avenue, Stony Plain, Alberta T7Z 1N4; Telephone (780) 968-6555; toll free dial 310-0000 followed by telephone number, or fax (780) 968-4709.

Appendix A

Criteria for Decision-Making

The program(s) proposed in this application should contribute to the AOF Grant Program outcomes.

Applications will be reviewed and are subject to a merit based evaluation process completed by a joint, unbiased producer/government committee appointed by ARD. Applications are ranked based on the set of criteria outlined below. Based on available funding, the highest ranked applications will be recommended to the Minister for approval.

The **criteria** used to evaluate programs proposed in applications include:

1. Program addresses identified **needs** with various methods used to determine and prioritize key local issues. How did you determine the key priority need/ issues?
2. Program is focused on well-defined outcomes to be achieved.
 - Are the outcomes SMART - Specific, Measurable, Achievable, Relevant and Time specific?
3. A clear three year program plan outlines how the needs will be addressed with extension **activities** that support the outcomes.
 - Do the activities support the program outcomes? Does it consider the available resources, potential impact, organizations strengths, capacity and opportunities to work with others in implementation?
4. Program has **clear measures** that identify how performance will be assessed.
 - How will you measure success? Consider qualitative and quantitative measures such as surveys, one-on-one meetings with clients, etc.
5. Program takes advantage of **strategic collaborative opportunities** to help achieve program outcomes.
 - Are the roles and responsibilities of each contributor clearly identified? Is there indication of collaboration with others to deliver the program?
6. Program **builds organizational capacity** towards improving on-farm environmental/economic performance.
 - Do you have or are you working towards developing your staff's technical skills/expertise that meets the extension needs of your area?
 - Do you have the tools and resources to deliver on your extension plan?