



## Food Safety and Traceability Application Worksheet

**Applicant Information:** Enter contact information for the Business or Organization and the primary contact person

Legal Name of Business or Organization

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Last Name

First Name

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Primary Phone  
Number

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Primary Email

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**Note:** If any shareholder of the applying business, organization, partnership, etc. is a current government employee that owns 50% or more ownership interest or is a current or former elected official with an ownership interest, this form will not be considered.

**Permits and Licences:** Select the permits and licences you have obtained from the dropdown options below. You must submit at least one of the permits/licences listed below at the time of application or project claim.

Permit to Operate a Food Handling Establishment from Manitoba Agriculture

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Health Permit from Manitoba Health

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Safe Food for Canadians (SFC) Licence

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- A Safe Food for Canadians licence is only required if you are not required to have a permit from Manitoba Agriculture or Manitoba Health.
- For each item that has a “**Yes**” value, you will be required to include a copy of the permit or licence along with this Application Worksheet if it’s available at the time of application. If it’s not available, it must be submitted at the time of claim.
- If you select “**No**” to all three (3) items above, do not proceed with this Application Worksheet.

**Project Title:** Provide a clear, descriptive title for the proposed project. (max. 250 characters)

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**Project Summary:** Provide a short overview of the proposed project. (max. 500 characters)

**Identification of Under-represented Groups**

Select any of the following groups who will <b>directly benefit from the project's activities</b>  <b>Select all that apply. At least one box must be checked.</b>	Indigenous People First Nations Métis Inuit Unknown	Women Youth (under 40) Not applicable Decline to identify
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Your response is for information purposes only and will not affect the assessment of the application.

**Project Location:** Using one of the options below, indicate the location where the majority of project activities will take place.

Indigenous/First Nation Community	
Municipality	
Regional Location	

- Enter the Indigenous/First Nation Community name if project activities are occurring primarily within the community.
- Select the Municipality if the majority of project activities are occurring in a specific area or location. If the project takes place across two or more municipalities, select the single municipality where the majority of project activities are occurring.
- Select the appropriate Regional Location if project activities are occurring across a large region, across the entire province or outside Manitoba.

**Commodity and Industry Impact:** Identify or describe the primary sector or commodity that will be impacted by this project (e.g., dairy product manufacturing, beverage manufacturing, oilseed processing, etc.).

If more than one sector or commodity will be impacted by project activities, please indicate which sector or commodity would be considered impacted the most or considered as the **majority**.

**Project Impacts:** Describe how the project will address in-plant food safety and traceability needs (max 1,000 characters).

## Project Timeline and Budget

### Timeline

<b>Estimated Start Date</b> (earliest start date: April 1, 2026)	<b>Estimated End Date</b> (latest end date: February 1, 2027)
Note: Approved projects must be completed by February 1, 2027.	

### Budget: before completing the budget table, please review the following information

#### Additional Information:

- All costs listed in the budget table must be in Canadian dollars
- If the Applicant's funding request is approved, the project will be cost shared between the applicant and the government at a ratio and maximum funding amount outlined in the Program Guide.
- Additional information on specific eligible expenses, can be found in the Program Guide.
- The applicant must incur, and have paid, all eligible and approved expenses associated with the project before they can be reimbursed.
- Eligible expenses must be incurred between April 1, 2026 and February 1, 2027.

**Budget Table:** Complete all applicable fields. Financial information must be in Canadian dollars, less GST/HST.

Item	Description	Amount
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
<b>Total</b>		

## Privacy Notice and Declaration

The Department of Agriculture (“Manitoba Agriculture”) is collecting Applicant information, which may include personal information, under the authority of clause 36(1)(b) of The Freedom of Information and Protection of Privacy Act (“FIPPA”) as the information relates directly to, and is necessary for, determining and verifying Applicant eligibility for programs administered under the Sustainable Canadian Agricultural Partnership (“Program”).

Manitoba Agriculture is authorized to use information, which may include personal information, under the authority of clause 43(1)(a) of FIPPA, for the purpose of determining and verifying Applicant eligibility for the Program.

Manitoba Agriculture is authorized to disclose information to the Government of Canada, which may include personal information, under the authority of clauses 44(1)(i) and 44(1)(x.1) of FIPPA, in order to facilitate the monitoring and evaluation of a shared cost program or service.

All personal information collected by Manitoba Agriculture is protected under FIPPA. Personal information cannot be used or disclosed for any other purpose, unless consent is provided or the disclosure is authorized or required under FIPPA.

Should you have any questions about the collection, use or disclosure of personal information, contact the Access and Privacy Co-ordinator at 204-945-1252.

**This Declaration must be completed by a duly authorized representative of the Applicant.**

**Checking the boxes below indicates acceptance and is required.**

The Applicant has read and understands the Program Guide and confirms that the Applicant meets all of the requirements of an eligible applicant.

The Applicant has read and understands the Program Terms and Conditions.

If the Applicant’s funding request is approved, the Applicant agrees to comply with the Program Guide and the Program Terms and Conditions.

The Applicant represents and warrants that no Manitoba government employee holds a 50% or more ownership interest in the business or organization that is applying for funding.

The Applicant represents and warrants that no current or former member of the Legislative Assembly of Manitoba holds an ownership interest in the business or organization that is applying for funding.

The Applicant understands that if the Applicant’s funding request is approved, that approval and payment of funding is subject to and conditional upon the Applicant signing a written funding agreement, satisfactory in form and content to Manitoba Agriculture.

The information provided in this Application Worksheet is complete, true, and accurate.

The Applicant confirms that the information provided in the Applicant Information Form:  
a) previously submitted under the Sustainable CAP Program; or  
b) submitted together with this Application Worksheet;  
  
is complete, true and accurate.

Date Application Worksheet completed and submitted  
(YYYY – MM – DD)

Submit Application Worksheet along with any associated documents together by email to  
[agriculture@gov.mb.ca](mailto:agriculture@gov.mb.ca)

For more information, contact [agriculture@gov.mb.ca](mailto:agriculture@gov.mb.ca) or call 1-800-811-4411.

**Submit your application by email to [agriculture@gov.mb.ca](mailto:agriculture@gov.mb.ca).**

Only complete applications will be accepted. Complete applications must include:

1. **[Applicant Information Form](#)** if this is your first time applying to the Sustainable Canadian Agricultural Partnership (Sustainable CAP)
  - If you previously applied to Sustainable CAP, the Applicant Information Form doesn't need to be submitted again.
  - If you are unsure if you have previously applied for funding or if your applicant information has changed, email the Program Administrator at:  
[agriculture@gov.mb.ca](mailto:agriculture@gov.mb.ca)
2. **Application Worksheet** – all required sections must be completed.
3. **Copy of Permits and Licences** – a valid Permit to Operate a Food Handling Establishment from Manitoba Agriculture, a valid Health Permit from Manitoba Health, or a valid Safe Food for Canadians (SFC) licence. If the required permit(s) and licence(s) are not available at the time of this application, they must be submitted at the time of claim. No payments will be issued if these documents are not provided.

**For more information, contact [agriculture@gov.mb.ca](mailto:agriculture@gov.mb.ca) or call 1-800-811-4411.**

To save the worksheet, please click on the SAVE button and save the document to your desktop (or anywhere else on your computer)