



# Sustainable Canadian Agricultural Partnership

Competitive. Innovative. Resilient.

## Research and Innovation Program Letter of Intent

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

Legal Name of Business or Organization: for Universities, Colleges, and Other Large Corporations, include the primary business name and the associated department name.

Last Name	First Name
Role or Position with Business or Organization	
Primary Phone Number	
Primary Email	

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

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**Co-Applicant:** All applicants who identify as a researcher (including academic institutions) or a Government of Canada department or agency will be required to specify at least one non-researcher, non-government co-applicant to be eligible for funding.

Co-Applicant Business or Organization	
Co-Applicant role in the proposed project	

## Research Team

### Principal Investigator

Full Name

Title

Business or Organization

**Co-Investigator(s):** provide the full name, title and business or organization, and the role in the project for up to five co-investigators.

## Funding Stream: Select All Applicable

Basic and Applied Research

Capacity Building

Capacity Building: projects that only include a research equipment investment over \$10,000 and equipment specific training

## Consent to Share with Other Funders

Would you like the Department to share your Letter of Intent (LOI) for external co-funding considerations?

For the purpose of potential co-funding, Manitoba Agriculture may disclose the LOI to companion funding agencies or industry associations. If you select "YES" the LOI may be shared with external organizations. If you select "NO", Manitoba Agriculture will not disclose your LOI to companion funding agencies or industry associations.

## Proposed Project Information

**Project Description:** Provide a concise overview of your project.  
(max. 2,000 characters)

**Project Objectives:** Provide an outline of the project objectives in bullet form.  
(max. 1,000 characters)

**Methods:** Provide a high level of the activities and scientific approaches that will be used to achieve the objectives listed above. For Capacity Building projects, indicate the equipment you want to purchase and how this equipment will build novel research capacity in Manitoba. (max. 3,000 characters)

<b>Is this a continuation of an existing project?</b> If yes, please clarify below (max. 500 characters)	

<b>Expected Results of the Proposed Research Project:</b> Clearly articulate how the proposed project will impact the agriculture and agri-food sector in Manitoba. (max. 1,000 characters)

Estimate the total number of Highly Qualified Personnel (include only students registered in Masters and/or PhD programs, or postdoctoral fellows) who will be trained on the project.	
Estimate the total number of Elders and Knowledge Keepers involved in the project.	
Will the project result in Intellectual Property (IP) or Confidentiality of Results?	

## Project Budget & Timeline

### Timeline

Estimated Project Start Date <i>(no earlier than April 1, 2025)</i>	Estimated Project End Date <i>(no later than December 31, 2027)</i>	Duration <i>(in months)</i>

**Budget:** Indicate the estimated project expenses over the project period, amounts can be adjusted at the Application Worksheet stage.

Expense Type	Total Expense	Total Requested
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### Basic and Applied Research

Incremental Salaries & Wages, and Benefits		
Subcontracted Services		
Professional Fees		
Knowledge Transfer		
Facility and Equipment Rental		
Materials and Supplies		
Travel – Knowledge Transfer Events		
Travel – Research Activities		
Overhead – Basic and Applied Research		

### Capacity Building

Capacity Building (equipment > \$10,000)		
Overhead – Capacity Building		
<b>Total</b>		

**Total Expense:** total value of the expense, less GST and must be consistent with the eligible expenses outlined in the Program Guide.

**Total Requested:** total amount of funding requested from Sustainable CAP less any funding from other sources (i.e. applicant cash, other government funding, co-funding).

**Total Cash Contributions:** Please indicate all funding secured and/or applied for (including the Applicant's) by source and amount.

Funding Type	Amount	Applied For or Secured
Applicant Cash Contribution		
Funding from Other Industry Sources		
Funding from Other Government Sources		
Funding from Other Sources (non-government & non-industry)		
<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 Canada 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 204-945-4823.

**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.

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 information provided in this Letter of Intent is complete, true, and accurate.

	Date Letter of Intent completed and submitted.
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Submit the Letter of Intent 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.