



# Canada-Ontario Farm Stewardship Program (COFSP)

## Beginning September 15, 2010

### Environmental cost-share opportunities for farmers available through the Canada-Ontario Environmental Farm Plan

**Ontario agricultural producers who satisfy the program eligibility criteria may be eligible to apply to COFSP in the 2011 and 2012 cropping years to gain cost share for the implementation of environmental projects identified in their Environmental Farm Plan (EFP) Action Plans.**

The programs are administered by Ontario Federation of Agriculture, acting on behalf of the Ontario Farm Environmental Coalition. The Ontario Soil and Crop Improvement Association (OSCIA) delivers the programs to agricultural producers.

Consult the local OSCIA Program Representative or visit the OSCIA web site for information on scheduled EFP workshops.

All cost-share funds are available on a first come, first served basis up to the available annual funds for each year of the program. Applicants must meet all of the program eligibility criteria and adhere to all program terms and conditions and project claim submission deadlines to qualify for cost share.

#### **What's New?**

- Producers with livestock or poultry as a primary commodity must show proof of having a Premises Identification Number for the farm parcel where the project is proposed, before applying for cost-share.
- The funding cap for BMP category 14 - Improved Cropping Systems has been adjusted to \$5,000 per farm business.
- BMP category 26 - Energy Conservation Measures for Agricultural Purposes has been expanded to accommodate renewable energy production for on-farm use.
- BMP category 27 - Renewable Energy Production for Agricultural Purposes that was available in the previous year is no longer available.
- BMP category 28 - Livestock Mortality Management is now available at 30 per cent cost-share.

**For more information contact:  
Ontario Soil and Crop Improvement Association  
Telephone: 1-800-265-9751 Fax: 519-826-4224  
[www.ontariosoilcrop.org](http://www.ontariosoilcrop.org)**

Both EFP and COFSP are funded through Growing Forward, supported by Agriculture and Agri-Food Canada (AAFC) and the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA), under the Best Practices suite. Growing Forward supports the development of best practices in four key areas: environment and climate change; food safety and traceability, business development; and biosecurity. Participants are encouraged to develop strategies across all these areas to meet their business goals through a variety of information sessions and workshops, as well as one-on-one training and technical assistance.

For more information on Growing Forward, please visit [www.ontario.ca/growingforward](http://www.ontario.ca/growingforward).

Version 2.0 September 2010 COFSP 2011 - 2013

The information presented is the best available at time of printing. Program policies may change without notice. Check with the local OSCIA Program Representative or the OSCIA web site for applicable updates.



Category Code, Cost Share, and Funding Cap	BMP Category	Practice Code	Eligible BMPs
<b>01</b> 30% to \$30,000	<b>Improved Manure Storage and Handling</b>	0101	Increased storage to meet winter spreading restrictions (including satellite storage)
		0102	Improved features to prevent risks of water contamination (leaks, spills)
		0103	Slurry storage covers to reduce odours and greenhouse gas emissions and liquid volume
		0104	Containment systems for solid manure (includes covers)
		0105	Assessment and monitoring of existing manure storage infrastructure
<b>02</b> 30% to \$30,000	<b>Manure Treatment</b>	0201	Dewatering systems, nutrient recovery systems
		0202	Composting of manure
		0203	Anaerobic digester systems
<b>03</b> 30% to \$10,000	<b>Manure Land Application*</b>	0301	Specialized modifications to equipment for improved manure application.
<b>04</b> 30% to \$15,000	<b>In Barn Improvements for Water Efficiency</b>	0401	More efficient livestock watering devices and clean-out systems to reduce water use and decrease manure volumes
<b>05</b> 50% to \$20,000	<b>Farmyard and Horticultural Facilities Runoff Control</b>	0501	Upstream diversion around existing farmyards, existing greenhouse and container nursery operations; includes downstream protection (e.g. catch basins, storage for runoff, constructed wetlands)
		0502	Construction of impermeable base and/or roof for minimizing runoff from livestock pen areas and confinement areas
<b>06</b> 50% to \$30,000	<b>Relocation of Livestock Confinement and Horticultural Facilities from Riparian Areas</b>	0601	Relocation of existing livestock confinement facilities such as barns, corrals, paddocks and wintering sites away from riparian and other very environmentally sensitive areas with equivalent facilities at a more suitable location
		0602	Relocation of horticultural facilities such as greenhouses and container nurseries from riparian and other very environmentally sensitive areas
<b>07</b> 50% to \$15,000	<b>Wintering Site Pasture Management</b>	0701	Shelterbelt establishment
		0702	Portable shelters, mechanical and natural windbreaks
		0703	Alternative watering systems
		0704	Field access improvements for wintering site pasture management
		0705	Fence modifications specific to the improved wintering site
<b>08</b> 30% to \$15,000	<b>Product and Waste Management</b>	0801	Improvements to permanent on-farm storage and handling of agricultural products (e.g. pesticides and petroleum products)
		0802	Improved on-farm storage, handling, and disposal of agricultural waste (e.g. manure from livestock transport, fruit and vegetable cull piles, wood waste)
		0803	Composting of agricultural waste (e.g. fruit or vegetable waste)
<b>09</b> 50% to \$6,000	<b>Water Well Management</b>	0901	Sealing and capping old water wells
		0902	Protecting existing water wells from surface contamination
		0903	Replacement water well project associated with an old water well that has been sealed and capped
<b>10</b> 50% to \$20,000	<b>Upland and Riparian Area Habitat Management</b>	1001	Alternative watering systems to manage livestock: gravity fed, solar, wind, grid line, alternative power, pump and waterline systems
		1002	Buffer establishment (up to 60 metres in width in riparian areas): permanent native or non-invasive introduced species of grass, legumes, herbaceous plants, trees and shrubs
		1003	Fencing to improve grazing systems. Eligible fencing projects would be those that are designed to prevent access to environmentally sensitive areas within the farm property. A farm would be expected to have adequate boundary fencing already in place
		1004	Native rangeland or habitat restoration or establishment in riparian or upland areas (includes native prairie and savannah)

\*Special limitations may apply. See booklet September 15, 2010 COFSP Project Eligibility Policy and Procedures.

Category Code, Cost Share, and Funding Cap	BMP Category	Practice Code	Eligible BMPs
		1005	Grazing management: cross fencing to relieve grazing pressure on riparian systems
		1006	Improved stream crossings for livestock or equipment
		1007	Management to enhance wildlife survival
		1008	Wetland restoration
		1009	Species at Risk including plant species establishment and infrastructure development and relocation
<b>11</b> 50% to \$20,000	<b>Erosion Control Structures (Riparian)</b>	1101	Constructed works in riparian areas: ditch bank stabilization; shoreline stabilization; grade control structures; Water and Sediment Control Basins (WaSCoBs); grassed waterways; contour terraces; gully stabilization; tile outlet structures; sediment traps; weirs
<b>12</b> 50% to \$20,000	<b>Erosion Control Structures (Non Riparian)</b>	1201	Constructed works in non riparian areas: ditch bank stabilization; grade control structures; Water and Sediment Control Basins; grassed waterways; contour terraces; gully stabilization; constructed wind screens (e.g. snow fence)
<b>13</b> 30% to \$10,000	<b>Precision Agriculture*</b>	1301	Global Positioning System (GPS)
<b>14</b> 30% to \$5,000	<b>Improved Cropping Systems*</b>	1401	Equipment modification on seeding and post seeding implements for low disturbance placement of seed and fertilizer (e.g. no-till drill or planter)
		1402	Chaff collectors and chaff spreaders installed onto combines
<b>15</b> 30% to \$2,000	<b>Cover Crops</b>	1501	Establishment of non-harvested, non-grazed cover crops
		1502	Equipment modification for inter-row seeding of cover crops (e.g. relay crops)
<b>16</b> 30% to \$5,000	<b>Improved Pest Management (IPM)</b>	1601	Equipment modification for improved application
		1602	Information collection and monitoring
		1603	Biological control agents
		1604	Cultural control practices including mating disruption
		1605	Water tanks for sprayer filling
		1606	Invasive Alien Plant Species Control
<b>17</b> 30% to \$20,000	<b>Nutrient Recovery from Waste Water</b>	1701	Recycling of waste water streams from existing milk houses, fruit and vegetable washing facilities, and greenhouses in order to recover nutrients
<b>18</b> 30% to \$15,000	<b>Irrigation Management*</b>	1801	Irrigation equipment modification/improvement to increase water efficiency or nutrient use efficiency
		1802	Equipment to prevent back-flow of altered irrigation water into water sources
		1803	Improved infiltration galleries, irrigation collection and intake systems
		1804	Modifications to drainage systems to allow controlled drainage (flow control)
<b>19</b> 50% to \$10,000	<b>Shelterbelt and Native Vegetation Establishment</b>	1901	Establishment of shelterbelts/windbreaks for farmyard, field, livestock facilities, snow-trap, wildlife habitat enhancement
		1902	Reforestation or revegetation (block planting)
<b>20</b> 30% to \$5,000	<b>Farm Water Treatment Equipment for Agricultural Use</b>	2001	Costs of water treatment facility for agricultural activities which require potable water (e.g. crop washing facilities, livestock watering, milking centre, greenhouse, etc.)
		2002	Water treatment for irrigation systems to meet provincial irrigation water quality guidelines
		2003	Costs of water treatment facility to remove iron or other fouling agents which incapacitate supply infrastructure
<b>21</b> 30% to \$5,000	<b>Ponds for Agricultural Water Supply Management</b>	2101	Construction costs and professional services associated with a new reservoir/pond

\*Special limitations may apply. See booklet September 15, 2010 COFSP Project Eligibility Policy and Procedures.

<b>Category Code, Cost Share, and Funding Cap</b>	<b>BMP Category</b>	<b>Practice Code</b>	<b>Eligible BMPs</b>
<b>22</b> 50% to \$2,000	<b>Livestock Nutrition Planning to Reduce Greenhouse Gases</b>	2201	Consultation services and written plan by qualified livestock nutritionist to reduce the production of GHG
<b>23</b> 50% to \$10,000	<b>Preventing Wildlife Damage</b>	2301	Forage buffer strips around wetlands
		2302	Fencing or netting to protect: stored feed, concentrated livestock, high value crops, drip irrigation systems, and other agricultural activities
		2303	Scaring and repellent systems and devices
<b>24</b> 50% to \$3,000	<b>Resource Planning</b>	2401	Nutrient Management Planning (NMP) - Consultative Services to develop nutrient management plans; planning and decision support tools
		2402	Integrated Pest Management Planning - Consultative Services to develop new integrated pest management plans
		2403	Grazing Management Planning - Consultative Services to develop range and grazing management plans
		2404	Soil Erosion Control Planning - Consultative Services to develop soil erosion control plans
		2405	Biodiversity Enhancement Planning - Consultative Services to plan habitat enhancement, wetland restoration, stewardship for species at risk and/or wildlife damage prevention within agricultural land base
		2406	Irrigation, Water and Nutrient Planning - Consultative Services for planning improved water and nutrient use efficiency and reduced environmental risk of existing irrigation systems
		2407	Water Management Planning - Consultative Services to prepare hydrogeological/hydrological survey, reports or conduct investigations
		2408	Riparian Health Assessment - Consultative Services for assessing riparian health
		2409	Crop Nutrient Planning - Consultative Services to develop crop nutrient plan
<b>25</b> 50% to \$4,000	<b>Farm Energy Audits</b>	2501	On-farm Energy Audits, Consultations and Design
		2502	Energy Use Assessment
<b>26</b> 30% to \$5,000	<b>Energy Conservation Measures for Agricultural Purposes</b>	2601	Energy Monitoring and Controls
		2602	Building Envelope and Ventilation Upgrades
		2603	Heating and Water Heating Upgrades, including on-farm renewable energy systems that reduce reliance on conventional energy sources (Systems that generate power for the grid are not eligible)
		2604	Refrigeration and Cooling
		2605	Lighting
		2606	Farm Machinery Modification for Biodiesel Use
<b>28</b> 30% to \$15,000	<b>Livestock Mortality Management</b>	2801	Improvements to permanent on-farm storage, handling and disposal of livestock mortalities
		2802	Composting of livestock mortalities

\*Special limitations may apply to some Farm Businesses that participated previously.

**For more detailed information see:  
September 15, 2010 Canada - Ontario Farm Stewardship Program (COFSP) Project Eligibility Policy and Procedures.**

**Canada-Ontario Farm Stewardship Program (COFSP)** is a voluntary cost-share program to encourage producers to improve management of agricultural operations through the adoption of Best Management Practices (BMPs) that are new to the farm business and contribute to water and air quality, improve soil productivity, enhance wildlife habitat and/or result in energy conservation. A farm business may be eligible to access up to \$30,000 in Growing Forward contributions (from April 1, 2009 through March 31, 2013); however, restrictions apply in selected BMP categories and practice codes. Details are included in “Limits of Funding” section. For more detailed program information, consult the booklet “September 15, 2010 COFSP Project Eligibility Policy and Procedures” available from OSCIA.

**Who is Eligible to participate in COFSP?**

In order to be eligible for COFSP for 2011-2013, a farm business must satisfy all these criteria:

1. Be a legal farm entity with a valid and unique Farm Business Registration Number (FBRN) or equivalent;
2. Have a Third Edition Environmental Farm Plan (EFP) Action Plan deemed appropriate through peer review;
3. Have selected a Best Management Practice (BMP) from the eligible list in this brochure that relates directly to an action identified in the peer reviewed EFP Action Plan, and effectively moves a “1” or “2” rating towards a “3” or “4” (best) rating;
4. New for the 2011 cropping year, all farm businesses with either livestock or poultry as a primary commodity must have a Premises Identification (PID) Number for the parcel of land where the COFSP project is proposed prior to submitting a Project Proposal Application (PPA). A copy of the PID Number certificate/letter (issued by OnTrace) corresponding to the project location must be submitted with the PPA.

**Application Process**

**1. Complete an EFP Workbook and submit it for peer review**

Applicants must complete or have completed a Canada-Ontario Environmental Farm Plan and have it deemed appropriate through peer review. Currently, the Third Edition EFP Workbook (hardcopy or CD) is required.

**2. Forward an application**

The application process occurs in two simple steps. First, complete a Growing Forward Program Enrollment Form. This form is available from OSCIA, and is used to gather basic information about the farm business for both the environment and business development program opportunities associated with Growing Forward, and delivered by OSCIA. Once the completed form is submitted to OSCIA, the farm business will be enrolled, and will not be required to submit the same information again if additional projects are proposed through OSCIA.

Second, complete an applicable Project Proposal Application (PPA) form for the year you are seeking cost share for the proposed project, and submit it to the local OSCIA Program Representative. All program eligibility criteria must be fully satisfied by the farm business before submitting a PPA. If the OSCIA Guelph office considers a Program Enrollment form or PPA to be incomplete the information will be promptly returned in its entirety to the local OSCIA Program Representative who will be asked to contact the farm business to retrieve the missing information. No place will be held in line for the PPA. For Year Three of the program (2011 crop year) the 2011 PPA will be available on September 15, 2010. The project claim submission deadline for all projects receiving approval for Year Three is January 15, 2012. Other critical dates, including those for the fourth and final year of the program are presented in Chart A.

**Chart A - Critical dates for COFSP**

Program Year	Crop Year	Date the PPA will be Available	Eligible Invoice Dates	Project Claim Submission Deadline Date
Year Three	2011	Sept. 15, 2010	Sept. 15, 2010	Jan. 15, 2012
Year Four	2012	Sept. 15, 2011	Sept. 15, 2011	Jan. 15, 2013

Participants must pay strict attention to the eligible invoice dates, and the project claim submission deadline dates. Allocated funds for approved project proposals will not be rolled forward into the next program year; they will be forfeited. Only BMPs identified in this brochure will be considered for cost share.

Most BMP categories require a specific information package that includes a unique Project Justification and Assurances Form to be completed to comply with requirements of the Canadian Environmental Assessment Act (among other conditions).

Each proposed project from a different practice code must be submitted on a separate Project Proposal Application. The OSCIA Program Representative will review the application for completeness and eligibility, and then forward it to the OSCIA Guelph office if they are

satisfied with the content. The local OSCIA Program Representative’s signature verifies the application has been reviewed and is considered complete, and the project corresponds to an action identified in the peer reviewed EFP Action Plan. To be eligible, a BMP selected from the COFSP list must effectively move a “1” or “2” rating in the producer’s EFP Action Plan to a “3” or “4” (best) rating. Project approvals are granted in writing by the OSCIA Guelph office only, and the cost-share allocation will be based upon eligible items in the original total cost estimate.

The applicant’s in-kind labour and equipment costs may be considered eligible for cost share in addition to other eligible expenses for a project (see booklet - September 15, 2010 COFSP Project Eligibility Policy and Procedures available from OSCIA).

There is no separate application required for enhanced environmental cost-share programs delivered by OSCIA. If the farm business suspects the proposed project may be eligible for enhanced cost share, it is strongly recommended they bring it to the attention of the local OSCIA Program Representative for verification at the time the PPA is submitted.

**3. Obtain conditional approval**

Depending on the project, OSCIA Guelph upon review of the completed Project Proposal Application may grant “final approval to proceed” or “conditional approval”. Notification of conditional approval of funding will be provided in writing by OSCIA Guelph and may include a request for further information about the project through a specific Project Justification and Assurances Form, or other required documentation.

**4. Receive final approval to proceed with the proposed project**

Once the applicant has provided all the requested assurances to OSCIA, an eligibility screening is conducted by OSCIA Guelph. If successful, the applicant will be granted in writing from OSCIA Guelph, final approval to proceed and a cost-share allocation will be made based on the eligible components of the project cost estimate provided by the applicant in the PPA. The letter from OSCIA Guelph will include a “Determination of Available Cost Share” chart that will identify the status of the application and the allocated cost-share amount in the program year it is available. If the proposed project is eligible for enhanced cost share through one or more of the other environmental programs delivered by OSCIA, the allocation for that too will be identified on a similar chart.

A pre-printed claim form for the approved project, that includes the cost-share allocation figure, will be sent to the local OSCIA Program Representative.

**5. Arrange final inspection and submit the claim form for payment**

The applicant has until the project claim submission deadline for the particular year of the program (see Chart A) to complete the project; notify the OSCIA Program Representative and have the final inspection conducted; provide copies of all invoices and acceptable proof of payment; and sign the claim form provided by the OSCIA Program Representative.

OSCIA Guelph will issue the cost-share cheques for all eligible projects.

## Limits of Funding

1. The Growing Forward (GF) cost share may be utilized by eligible producers for approved BMP projects on farm properties owned, rented, leased or otherwise under their control.
2. Cost-share opportunities offered through COFSP are designed to encourage the adoption of new BMPs to reduce environmental risks identified in the EFP action plan prepared by the farm business. The COFSP is not to support expanded acreage or production. Similarly, the cost share is not to be used to upgrade equipment or replace worn out components. BMPs already practiced by the farm business are generally not eligible for cost share.
3. The maximum GF contribution a farm business may receive through COFSP between April 1, 2009 and March 31, 2013 is \$30,000.
4. Under no circumstances can the GF cost share through COFSP be used to support production expansion. For new or improved facilities constructed to replace inadequate structures posing a verified environmental risk (e.g. manure storage, etc.), the eligible costs will be proportionately reduced to the amount required to implement the BMP for the level of production which existed on-site on April 1, 2008. In most circumstances, all components of new or expanded facilities will be deemed ineligible for cost share.
5. Stacking of GF contributions towards the same project by two or more farm businesses is not permissible.
6. Producers are entirely responsible for securing all necessary approvals and permits for the proposed project before starting construction, and complying with all applicable municipal bylaws and provincial or federal regulations. OSCIA reserves the right to require evidence of permits obtained as a condition of issuing project cost share.
7. To make a cost-share claim on an approved project, the date of submission must comply with the deadline for the particular program year presented in Chart A; and the project must be complete and operational. OSCIA cannot issue cost-share payments for incomplete projects.
8. Where cost-share opportunities are top-loaded with enhancement programs delivered by OSCIA, the specific policy and procedures of one funding program may affect cost-share opportunities available to a particular project in another.
9. Only invoices from vendors or service providers directly engaged in the business reflected in the item or service purchased in accordance with the approved Project Proposal Application, will be accepted with the project claim.
10. All invoices that support materials or services provided to a project must originate with companies or individuals not in any way associated through ownership with the farm business making the project claim. And all eligible invoices must match the farm business name identified on the GF Program Enrollment form.
11. Before submitting a Project Proposal Application, all farm businesses with either livestock or poultry as a primary commodity must have a Premises Identification (PID) Number for the parcel of land where the COFSP project is proposed. A PID Number is a unique identifying number assigned to a parcel of land that is associated with agri-food activities. In Ontario, premises are identified and registered in the Ontario Agri-Food Premises Registry (OAPR). The purpose of the OAPR is to be able to locate where agricultural and agri-food activities occur. Contact OnTrace for an application form [www.ontraceagrifood.com](http://www.ontraceagrifood.com). After validating your premises information, OnTrace will assign a unique PID Number to your premises and will issue you a Premises Identification Number Certificate. All farm businesses with either livestock or poultry as a primary commodity as listed on the GF Program Enrollment form, must identify the PID Number on the Project Proposal Application (PPA) for COFSP and include a copy of the Premises Identification Number Certificate with the PPA.
12. OSCIA reserves the right to require additional documentation and ultimately accept or reject submitted project invoices and proof of payment for cost-share consideration.
13. Approved projects are only to be used for the sole purpose as intended (e.g. relying on covered solid manure storage periodically for housing livestock or feed storage is not permissible).
14. A single project may receive cost share from one BMP category only. Multiple categories cannot be accessed for the project in efforts to maximize GF contributions.
15. The farm business shall ensure that the maximum level of total cost-share assistance from all sources, including other government or non-government programs, for eligible expenses shall not exceed 100 per cent. The farm business is required to reveal at the time the claim is submitted, all other sources of funding for eligible project expenses.
16. No assistance from any other program under the Growing Forward Initiative may be applied to the expenses receiving a cost-share payment under COFSP.
17. If OSCIA records reveal a farm business received federal cost-share funding for selected types of projects from the previous COFSP between April 2005 through March 31, 2009, repeated participation in the same (or replacement) practice code from April 1, 2009 through January 15, 2013 will be limited (see booklet September 15, 2010 COFSP Project Eligibility Policy and Procedures). The COFSP is intended to support the adoption of technology that is new to the farm business and in accordance with the individual EFP Action Plan. The COFSP is not to support expanded acreage or production. Similarly, the cost share is not to be used to upgrade equipment or replace worn out components.
18. Across all BMP categories, HST is not an eligible expense.
19. Hand and power tools and attachments, are not eligible for cost share. Maintenance and extended warranties are not eligible.
20. Specific information packages have been prepared for most BMP categories. The applicable Project Justification and Assurances Form, project design information sheet, and all other supporting documentation required for the BMP category or practice code, must be completed in entirety, signed and submitted to OSCIA before approval to proceed with the proposed project will be granted.
21. OSCIA will not accept additional Project Proposal Applications once the total funding available for the particular program year has been reached.
22. All applicable information on the PPA must be complete before it is submitted to OSCIA Guelph. If the OSCIA Guelph office considers a PPA to be incomplete, the PPA will promptly be returned in its entirety to the local OSCIA Program Representative, who will be asked to contact the farm business to retrieve the missing information. Only proposed projects detailed on PPA deemed to be complete by the OSCIA Guelph office will be considered for cost-share.
23. If the applicant goes ahead with the project prior to receiving final approval to proceed from OSCIA, they do so at the risk of forfeiting the cost share if all terms and conditions are not satisfied.

### OR Your Local OSCIA Program Representative

Contact:

## Ontario Soil and Crop Improvement Association

1 Stone Road West,  
Guelph, Ontario  
N1G 4Y2  
1-800-265-9751

[www.ontariosoilcrop.org](http://www.ontariosoilcrop.org)

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