

# GREENON

## AGRICULTURE RETROFIT

### Cost-Share Program Guide for Producers

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**GreenON Agriculture is a new program from the Green Ontario Fund, a non-profit provincial agency mandated to help reduce greenhouse gas emissions (GHGs) from buildings and the production of goods. GreenON Agriculture is a merit-based cost-share program that specifically aims to support Ontario farm businesses in adopting cleaner technologies and reducing their carbon footprint.**

Greenhouse gases (GHGs), such as carbon dioxide, nitrous oxide and methane, absorb heat in the atmosphere and have been identified as having a direct impact on climate change. GHGs are produced during many different activities, including agricultural production and the burning of fossil fuels (e.g. gasoline, diesel, natural gas and propane). The Program is delivered by the Ontario Soil and Crop Improvement Association (OSCIA) under two separate initiatives:

- GreenON Agriculture Retrofit supports eligible upgrades to production facilities.
- GreenON Agriculture Innovation is focused on the design, development and implementation of new and innovative technologies. (Please refer to the *GreenON Agriculture Innovation Program Guide for Producers* for more information.)

### **Who is eligible?**

The GreenON Agriculture Program supports Ontario farm businesses producing agricultural commodities in permanent, climate-controlled buildings (e.g., swine or poultry barns, greenhouses) or using grain dryers.

### **What is the level of cost-share?**

Farm businesses who meet the eligibility criteria can access 35% cost-share to undertake eligible activities, up to a maximum of \$500,000, through the GreenON Agriculture Retrofit Program.

## What do you need to apply?<sup>1</sup>

- ✓ You must meet the requirements for 'Who is eligible?' (outlined on previous page).
- ✓ The facility where the proposed project will be located must have been in production for at least one year.
- ✓ Farm Business Registration Number OR provide an appropriate religious, cultural or gross farm income exemption for the farm business.
- ✓ Valid Premises Identification (PID) Number. For information about PID or to register a premises, visit [www.ontarioppr.com](http://www.ontarioppr.com) or call 1-855-697-7743.
- ✓ Completed a 3rd or 4th Edition Environmental Farm Plan and have a verified Action Plan from within the last five years.
- ✓ Completed the Greenhouse Gas Ontario Covered Agriculture Calculator (GO-CALC) for the activity or activities proposed.

<sup>1</sup> If you feel you are an eligible applicant, but do not meet these requirements, please contact OSCIA at 1-800-265-9751 prior to applying.

## GO• CALC

### What is GO-CALC?

GO-CALC, or the Greenhouse Gas Ontario Covered Agriculture Calculator, is an online program to help Ontario farm businesses estimate potential GHG reductions that may be achieved through specific facility upgrades. GO-CALC is designed for farm businesses with indoor production facilities or grain dryers.

GO-CALC continues to evolve to address new upgrades. The GreenON Agriculture Retrofit Program may change to reflect these new opportunities.

To use GO-CALC, you must have an email address and access to the internet. In addition, you will need to provide parameters specific to the facility in question.

GO-CALC can be accessed at [www.go-calc.ca](http://www.go-calc.ca).

Questions? Call the Agricultural Information Contact Centre at 1-877-424-1300 or email [ag.info.omafra@ontario.ca](mailto:ag.info.omafra@ontario.ca).

## Supported Best Management Practices

### Greenhouse Facility Retrofits

Funding to support upgrades to existing, permanent greenhouse production facilities to improve heating and/or cooling efficiencies and reduce GHG emissions.

#### Eligible Activities

- Installation of new or upgraded energy curtains in greenhouse production facilities
- Upgrading the greenhouse with greenhouse cover materials, including the addition of layers OR the installation of more energy efficient options
- Engineering costs specifically related to eligible activities

#### Ineligible Activities

- Installations, upgrades and retrofits in non-production areas (i.e., shops, sheds, equipment storage, wash bays, residential dwellings, packaging and/or storage areas)
- Installations in facilities built less than one year before making an application to the GreenON Agriculture Program
- Installation of non-permanent or seasonal production facility insulation materials (e.g., polyethylene sheets)
- Construction of new storage or packing sheds, or production facilities
- Facility energy audits or engaging the services of energy savings consulting companies or consultants



### Livestock Facility Retrofits

Funding to support upgrades to existing, climate-controlled, livestock barns to improve heating and/or cooling efficiencies and reduce GHG emissions.

#### Eligible Activities

- Upgrading building insulation in walls and/or ceilings of existing livestock facilities to increase the R-value, including adding new or additional insulation
- Engineering costs related to eligible activities

#### Ineligible Activities

- Installations, upgrades and retrofits in non-production areas (i.e., shops, sheds, entry ways, equipment storage, wash bays, residential dwellings, packaging and/or storage areas)
- Installations in facilities built less than one year before making an application to the GreenON Agriculture Program
- Installation of non-permanent or seasonal production facility insulation materials (e.g., adding walls to coverall or fabric structures)
- Construction of new barns, storage or packing sheds, or production facilities
- Construction of walls
- Conversion of production facilities to a different fuel source
- Upgrades to lighting, electricity infrastructure or the conversion of production facilities for cogeneration
- Replacing or repairing weather stripping, windows or doors
- Facility energy audits or engaging the services of energy savings consulting companies or consultants



## Eligible farm businesses

may submit up to two applications per intake to any given best management practice. A single application may include more than one activity within a given best management practice, but the application must align with the information provided as input to the **GO-CALC calculator**. If more than one activity is being proposed as part of a single application, all activities must be completed in order to submit a claim.

### Heating and Ventilation Retrofits

Funding to support upgrades to existing, climate-controlled barns and greenhouses to improve heating and/or cooling efficiencies and reduce GHG emissions.

#### Eligible Activities

- Upgrades to boiler systems or heating systems
- Installation or upgrades to ventilation heat exchangers
- Engineering, installation and calibration costs related to design and installation

#### Ineligible Activities

- Installations, upgrades and retrofits in non-production areas (i.e., shops, sheds, equipment storage, wash bays, residential dwellings, packaging and/or storage areas)
- Installations in facilities built less than one year before making an application to the GreenON Agriculture Program
- Construction of new barns, greenhouses, storage, packing sheds, or production facilities
- Construction of walls
- Conversion of production facilities to a different fuel source
- Upgrades to lighting, electricity infrastructure or the conversion of production facilities for cogeneration
- Replacing or repairing weather stripping, windows or doors
- Facility energy audits or engaging the services of energy savings consulting companies or consultants



### Grain Dryer Retrofits

Funding to support upgrades to existing grain drying systems to improve efficiencies through heat reclamation and reduce GHG emissions.

#### Eligible Activities

- Retrofits to grain dryers for improved heat reclamation
- Engineering, installation and calibration costs related to design and installation

#### Ineligible Activities

- Purchase of new grain dryers and/or storage
- Upgrades not related to heat reclamation
- Conversion to different fuel sources



### What are eligible costs?

Eligible capital costs are those directly related to the project including equipment and installation (associated labour and consulting services), and construction costs for building modifications. Only upgrades to production facilities will be supported – upgrades to non-production areas are not eligible (e.g., shops, storages, and/or packing/shipping areas).

In-kind costs may also be considered for an applicant's contribution, up to a maximum of \$1,500. Reasonable hours of labour invested by the applicant, his/her dependents, and business partner(s) may be claimed. Costs associated with completing the Environment Farm Plan Workshop, the GO-CALC calculator, or for project planning, supervision or administration **will not be cost-shared**. The maximum rate for labour is \$20/hour, while the maximum rate for equipment (i.e., lift truck, fork lift, tractors) is \$50/hour. OSCIA will make the final determination on what a reasonable amount of labour is based on the project proposed. All eligible in-kind costs must be provided on the application and at the time of claim.

#### To be eligible, costs must:

- Fall within the eligible activities for the best management practice to which you are applying
- Be incurred, invoiced and paid by the applicant after the date the project has been approved in writing by OSCIA
- Be incurred, invoiced, paid for by the applicant, and a claim submitted prior to the claim deadline detailed in the written letter of approval from OSCIA
- If applicable, fall within the eligibility requirements for in-kind contributions
- Be purchased through a process that promotes the best value for money from businesses at arm's length from the applicant

The applicant shall ensure that the total cost-share assistance from all sources, including other government

and non-government programs, for eligible expenses shall not exceed 100 percent. The applicant must be in compliance with all Requirements of Law and agree to remain in compliance for the duration of the project. Compliance includes any applicable requirements outlined in statutes, regulations, by-laws, codes, rules, ordinances, official plans, approvals, permits, licenses, authorizations, decrees, injunctions, orders and declarations, or any other similar requirement of law. Applicants out of compliance with the Requirements of Law do so at the risk of forfeiting any payments through the GreenON Agriculture Program.

#### What is NOT eligible:

- Costs associated with the preparation of GreenON Agriculture Program funding applications or completion of the GO-CALC calculator
- Costs incurred and/or paid for before an application has been given written approval by OSCIA
- Costs incurred and/or paid for after the claim deadline or after a claim form has been submitted to OSCIA
- Costs associated with the purchase or use of hand or power tools
- Harmonized sales tax (HST)
- Hourly wages and benefits of seasonal or full-time staff
- Financing charges and loan interest payments
- Permits and approvals – while these may be necessary for a project, they are the responsibility of the applicant
- Stacking of cost-share from any provincial government funded programs towards the same project and/or costs by one or more applicants

If the applicant starts work prior to receiving final written approval to proceed by the OSCIA Guelph office, they do so at the risk of forfeiting the cost-share if all terms and conditions are not satisfied.

# How to apply

## Application Assessment

The GreenON Agriculture Program is a merit-based program. Applicants need to be specific about the current systems and/or facilities they have in place and what changes they are proposing as part of the project. As a merit-based program, the projects with the greatest impact on GHG will receive funding. Applications will be assessed based on the following merit-based evaluation criteria:

- Amount of GHG reductions achieved by the project
- Degree of impact on reducing GHG emissions
- Degree of impact on agri-environmental and energy resource management
- Cost-benefit of the proposed project

Application review is expected to occur within 45 business days from the application intake deadline.

## Completing an application

**Step 1:** Review the eligibility requirements to ensure you meet all requirements and your project is eligible for cost-share.

**Step 2:** Complete enrolment information, providing some basic information regarding your farm business. You only need to provide full enrolment information for your business once if submitting multiple applications under the Program.

**Step 3:** Complete the application form. Be sure to provide clear and concise information. Under project description, provide details on the current equipment/facilities and what change is being proposed. When determining the total estimated cost of the project, quotes are not required to be submitted with the application, but are recommended to ensure cost estimates on the application are accurate.

**Step 4:** Make sure you have all the required information to be submitted with your application. You must provide the following with any application submission:

- Certificate of completion or letter of verification for third or fourth edition Environmental Farm Plan indicating an Action Plan was completed within the last five years.
- Fuel bills from your energy provider for the previous twelve months for the production facility to be upgraded.
- A copy of the email sent by the Greenhouse Gas Reduction Calculator (GO-CALC), upon completing the calculation for the proposed project. GO-CALC can be found at [www.go-calc.ca](http://www.go-calc.ca). GO-CALC continues to evolve to address additional upgrades for GHG reductions. The calculator should be completed for the proposed project no more than 30 days prior to applying.
- Manufacturer's specifications for any proposed technology upgrades showing energy efficiency ratings.

If you do not provide this information, your application cannot be evaluated and may not be considered.

## Submitting your application

Applications are only accepted during intake periods. Before submitting, be sure you have completed the steps above, all fields of the application have been completed, as appropriate, and all required information is included.

Applications can be submitted:

Online: [OSCIACentral.ca](http://OSCIACentral.ca)

Fax: **519-826-4224**

Post or courier: **1 Stone Road, Guelph, ON N1G 4Y2**

Email: [GreenONag@ontariosoilcrop.org](mailto:GreenONag@ontariosoilcrop.org)

To request a hard copy application form, contact OSCIA at **1-800-265-9751** or email [GreenONag@ontariosoilcrop.org](mailto:GreenONag@ontariosoilcrop.org).

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### Submitting a claim

When an application is approved, OSCIA will provide the necessary forms that need to be completed to submit a claim. When submitting a claim, the following requirements apply:

- OSCIA issues payments after projects have been completed and the required documentation is received and processed. This means a project must be paid for in full by the applicant prior to cost-share being issued.
- Only one payment will be issued per application.
- The project must be complete and operational at the time of the claim.
- OSCIA reserves the right to perform a project inspection at a mutually agreeable time, prior to the claim being processed.
- Only eligible expenses provided in the application, which has received written approval from the OSCIA Guelph office, will be cost-shared.
- Cost-share cannot be issued for incomplete projects.
- Only invoices from vendors or service providers directly involved with the item or service purchased by the approved party will be accepted with the project claim.
- All invoices submitted with the claim must originate with companies or individuals not in any way associated through ownership with the business making the project claim. All eligible invoices must match the business identified on the claim form, and payment must be made from that business.
- OSCIA reserves the right to require additional documentation and ultimately accept or reject submitted project invoices and proof of payment for cost-share consideration.
- Costs incurred that do not meet all eligibility requirements will not be cost-shared.
- Information provided may be disclosed by OSCIA to verify compliance with all applicable requirements of law before the claim is processed.

Claim review is expected to occur within 30 business days from the date a complete claim is received by OSCIA.

The views expressed herein are those of the Ontario Soil and Crop Improvement Association and do not necessarily reflect those of the Government of Ontario.

GreenON Agriculture has received funding support from the Government of Ontario. Such support does not indicate endorsement by the Government of Ontario of the contents of this material.

The Green Ontario Fund is a not-for-profit provincial agency that invests proceeds from Ontario's carbon market into climate actions that help people and businesses reduce greenhouse gas emissions and use cleaner technology to power their homes and workplaces. To take advantage of additional programs and rebates to reduce your energy costs and fight climate change, visit **GreenON.ca**.

The GreenON Agriculture Retrofit Program may continue to evolve and eligibility information is subject to change. Consult our website at [www.ontariosoilcrop.org](http://www.ontariosoilcrop.org) or contact us at [GreenONag@ontariosoilcrop.org](mailto:GreenONag@ontariosoilcrop.org) for the most up-to-date information.

