

2021 OSCIA GRANT GUIDELINES



Grassroots Innovation *Since 1939*

Table of Contents

Purpose	1
Regional Communication Grant	2
Tier One Grant	4

OSCIA Grant Guidelines for 2021

The information in this document is subject to change without notice. Please retrieve the most up-to-date guidelines from ontariosoilcrop.org

Purpose

The grants presented are available exclusively to OSCIA local and regional associations and demonstrate further value to membership. Please contact your local or regional association secretary or Regional Communication Coordinator for more information.

The available funding may support a broad array of activities including education and demonstrations that will take place between April 1, 2021 and September 30, 2021.

The availability of the Regional Communication and Tier One grants for local and regional associations will be reviewed by the Board of Directors in August 2021. Members are encouraged to check this page for updates.

Overall success of the grants is achieved when the following strategic outcomes are realized:

- Activities are focused and aligned with stated OSCIA research priorities, or otherwise have the strong support of multiple counties/districts or regions (OSCIA research priorities can be found on the website);
- Applied research produces defensible results that benefit the broader membership;
- Projects capture the interests of members, encourage grassroots innovation, educate, and build awareness;
- Wherever possible, the grants support projects that build on unique OSCIA interests, and its role in Ontario agriculture.

The Guidelines, Applications and Claim forms can be found [here](#).

There are two grant categories currently available:

- **Regional Communication Grant**
- **Tier One Grant**

The Regional Communication Grant is available to OSCIA regional associations to support the Regional Communication Coordinators and approved associated activities. The Tier One Grant is available to all local or regional associations. Please familiarize yourself with the guidelines for the specific grant that interests your local/regional association before completing an application.

Claims for eligible grants must be submitted by **September 30, 2021**.

We encourage communication between local and regional associations regarding possible collaborations on grant projects. For project ideas and frequently asked questions please visit the webpage [here](#).

Should you have further questions/concerns please do not hesitate to contact us:

Andrew Graham,
Executive Director
agraham@ontariosoilcrop.org
519-654-6893

Amber Van De Peer,
Executive Assistant
avandepeer@ontariosoilcrop.org
519-826-3152

Kathleen Pentland
Office Coordinator
kpentland@ontariosoilcrop.org
519-826-5405

Regional Communication Grant

The Regional Communication Grant will support Regional Communication Coordinators (part-time service contractors hired by the Regional Board) in OSCIA's eleven regions to strengthen inter-association networking opportunities, key regional events, and the assistance of RCCs in the production of the OSCIA e-newsletters The Innovator.

The available funding totals **\$3,250 per region**. Access and conditions to receiving the Regional Communication Grant will be coordinated through the provincial OSCIA office, through the Service Contract agreement. Funds allocated but not used within the six months of the grant availability (Apr 1-Sep 30, 2021) will be forfeited by that regional association.

The overarching purpose of the funding is to evaluate, demonstrate, and communicate new crop production technology to Ontario stakeholders. This is to be achieved from the perspectives of production, innovation, economic and environment, with the overall objective to improve the sustainability of crop production in Ontario and to extend the information and experiences to Ontario stakeholders.

These activities are expected to support successful and sustainable agri-food and agri-product businesses as well as goals to increase competitiveness of the sector through innovation. An objective of the funding is also to increase membership engagement in local associations.

It is recognized that additional funds are often generated at the regional level to combine with the Regional Communication Grant to support communication activities. The decision on how the additional communication dollars are invested is solely up to the Region.

Details and requirements for the Regional Communication Grant, claim form, communication plan, reporting template, along with steps for making a claim can be accessed [here](#).

Guidelines

- Regional associations are encouraged to leverage additional funds from outside sources;
- Corporate and commercial advertising is encouraged;
- A complete and signed claim form is required, along with a communication plan. All programs or publications must provide for public recognition of the contribution of OSCIA;
- A listing of grant expenditures and acceptable proof of payment must be included with the claim. Acceptable proof of payment includes: the invoice marked "paid" with full signature of the supplier, copies of the cancelled cheque, or a copy of bank statement showing the cheque has cleared;
- Records must be kept for seven years so that the actual costs and expenses are available;

Eligible items include:

- Labor, services and supplies;
- Costs of printing of province-wide e-news portion of newsletter for members without internet access (this will be billed back to the Regions for the amount of printed copies requested each quarter at cost recovery);
- Funding can be used as startup funds for coordination of or planning a new regional communication event.

Eligible projects are activities which:

- Strengthen local associations and increase membership through high profile events;
- Strengthen inter-association networking opportunities;
- Organize key, regionally significant events;
- Attend knowledge transfer events to write articles and provide opportunities for increased membership benefits through knowledge transfer;
- Write and develop up to 4 newsworthy articles per year to be submitted with pre-approval, to OSCIA for use in the e-newsletters (to a maximum of \$500/year);
- Develop and maintain a Regional Landing Page &/or a Regional Website, that features leading technology transfer produced for local members. As well as providing updates on upcoming events, local contact information and sponsorship ad placement.

Items NOT Eligible include, but are not limited to:

- Postage, refreshments, nutrition breaks or food items;
- Donations to other organizations;
- Costs of printing and mailing of local Landing Page material or Regional updates mailed to local members;
- The Regional Communication grant cannot be used in combination with another OSCIA grant (i.e. expenses for other projects cannot be claimed under the Regional Communication grant)

Tier One Grant

The Tier One Grant is available to support local or regional events such as: Educational Activities, Field Days, Guest Speakers, Bus Tours, In-Field Trials, Seed Fairs, or Demonstrations of Innovative Equipment or Management Techniques.

The duration of this grant is **from April 1, 2021 to September 30, 2021**.

The purpose of the Tier One grant funding is to evaluate, demonstrate, and communicate new crop production technology to Ontario stakeholders. This is to be achieved from the perspectives of production, innovation, economic and environment, with the overall objective to improve the sustainability of crop production in Ontario and to extend the information and experiences to Ontario stakeholders.

It is essential that the intended purpose is closely adhered to for those projects that rely on Tier One funding. These activities are expected to support successful and sustainable agri-food and agri-product businesses as well as goals to increase competitiveness of the sector through innovation. The funding may also be used to increase membership engagement in local associations.

Available funding is 100% cost-share up to \$1,500 per county/district or region. Up to \$25,000 will be available to support eligible activities across the Province. Projects must be completed by September 30, 2021.

Details and requirements for the Tier One Grant, as well as the application and claim forms can be found [here](#).

Guidelines

- Educational activities may include field days, guest speakers at events, and bus tours; or, in-field trials or demonstrations designed to provide guidance on innovative equipment or management techniques. The funding may also be used to support approved membership engagement activities;
- Available to individual county/districts or regional associations;
- Local/regional associations may, if they choose, pool Tier One funding towards the same activity/project. In such a case only one application is required per project; however, all participating parties must be clearly listed with contact people identified. To trigger payment, each participating SCIA must submit a claim form with proof of payment. This proof of payment can simply consist of an invoice from the leading SCIA to the partnering SCIA's indicating their portion has been "Paid";
- Funding is available on a first-come, first-served basis. Local/regional associations must submit a detailed application to trigger a grant allocation from the provincial OSCIA office. This guarantees the funds will be available if the project is completed and the claim is submitted on time;
- The proposed project must be in accordance with the list of typical Tier One activities approved by the Executive Committee, which is available on OSCIA's website. Other proposed activities that meet the intent of the Tier One Grant may be considered on an individual basis;
- Available funding is 100% cost-share up to \$1,500 per county/district or region. One or more projects may be claimed over the six months, up to the maximum grant. All project costs and in-kind contributions must be tracked as part of the reporting requirements. Time invested by individuals in planning/coordinating activities outside of their regular association tasks, such as planning bus trips or special educational events, may be eligible;
- The grant claim must include a listing of expenditures including copies of each invoice with proof of payment. Acceptable proof of payment includes: the invoice marked "paid" with full signature of the supplier, copies of cancelled cheques, or a copy of bank statement(s) showing the cheques have cleared.

- Recognition of OSCIA and other funding partners must be included in all communication activities;
- Project findings are to be communicated through appropriate channels such as OSCIA meetings, the Innovator newsletter, websites and social media;
- The Executive Committee may request a presentation be made by a local/regional project representative at the OSCIA Annual Conference to report outcomes and lessons learned.

Items not eligible for Tier One Grant include:

- Postage, Food, Refreshments;
- Donations to other organizations;
- Support for existing or on-going events (such as hall rental for annual meetings) or Secretary stipend/fees. Funds spent prior to grant approval may not be eligible for reimbursement;
- Equipment maintenance, routine association business or normal farm activities (e.g. tile drainage, reforestation, land clearing, crop variety trials);
- Labor that exceeds 50% of total cost of project;
- Approved Tier One project funding cannot be rolled from one project year to the next.

If your project is an In-Field Trial, please review these additional requirements:

- A communication strategy must be developed and submitted for each field trial application and include plans for media releases, reports to be presented at local/regional meetings, and an on-site field day for at least one of the project sites;
- Recognition of OSCIA and other funding partners must be included in all communication activities;
- Collaboration with an OMAFRA Crop Technology Specialist is strongly recommended;
- All applications must provide a detailed protocol/proposal with the following details clearly described:
 - Project title;
 - Objective;
 - Background;
 - Locations;
 - Site selection;
 - Treatments;
 - Assessments, type and timelines;
 - Linkages with other organizations;
 - Responsible person(s).

Eligible projects include:

- Soil conservation projects;
- New and innovative technology developments;
- New crop development;
- New crop production management techniques;
- Environmental protection.

Eligible items include:

- Machinery or attachments to existing machinery and/or adaptive parts to modify existing equipment for field scale demonstrations;
- Lease or partial purchase of new technologies and a documented plan on how the leased/purchased item is to be disposed of/used at the end of the project;
- Labor that is over and above normal farm practices;
- Inputs and services that are over and above normal farm practices;
- Compensation for loss of yield.

Items not eligible include:

- Routine projects such as tile drainage, reforestation, land clearing, weed trials, or crop variety trials;
- Maintenance of equipment;
- Postage;
- Refreshments, nutrition breaks, or food items;
- Donations to other organizations;
- These funds are not intended to support on-going or existing events, but can be used as startup funds for coordination of or planning a new event, field trip, etc.