



Ontario Soil and Crop Improvement Association

Tier One Grant Claim Form 2023-2024

ELIGIBLE TIMEFRAME: APRIL 1, 2023 to FEBRUARY 1, 2024

Pre-approval MUST be secured prior to making a claim. Please submit the claim as soon as you have Proof of Payment

Form with fields: Local/Regional Association, Mailing address, Name of Project, Contact Name, Email Address, Phone/Cell, Date Received in Guelph, Office Use Only

Project Information - If applying for a Tier One grant that covers more than one project type, please select ALL that apply:

- Checkboxes for: Educational Activity, Field Day, Guest Speaker, Demonstration of New Equipment OR Management Technique, Bus Tour/Field Trip, In-Field Trials, Membership Expansion, Other, Rental of Meeting Hall (excluding AGM), Communication/Outreach Activities, Twilight Meeting

Actual Project Cash Costs

Complete the table below. All items to be claimed MUST be supported by invoices with acceptable proof of payment (i.e. copies of canceled cheques or copies of Bank Statements that clearly show items cleared in the account). In-Kind contributions are NOT eligible for the grant, but are to be captured in the chart on the next page.

Table with 4 columns: Cost Items (please see guidelines for eligible/non-eligible items), Services/Supplies, Labour, Total. Includes a footer for Tier One Project Total Cost \$.

(Maximum grant is \$2,500 /year for each county/district/region project)

Is the applicant registered for HST? Note: If you are registered, you may not claim the cost of HST) [ ] Yes [ ] No

## Supplementary Information

For Reporting purposes, it is important to capture details on ALL contributions of cash and in-kind.

Please complete the following two tables to the best of your knowledge as this information is valuable and will be provided to OMAFRA in our year-end reporting to help justify the importance of these types of funding opportunities.

### Other Cash Contributions (i.e. industry partners)

Please complete the table below clearly identifying dollars provided from outside sources, which helped make the project a success (i.e. sponsorship, additional funding sources, etc). This information is to be provided as evidence of the additional value these grants bring to the associations/community.

These contributions are NOT eligible for grant funding, but none the less are important for reporting purposes.

| Other Sources of Cash Contributions towards the Project (Company/Individual Name) | Total Amount |
|-----------------------------------------------------------------------------------|--------------|
|                                                                                   |              |
|                                                                                   |              |
|                                                                                   |              |
|                                                                                   |              |
|                                                                                   |              |
|                                                                                   |              |
|                                                                                   |              |
|                                                                                   |              |
|                                                                                   |              |
|                                                                                   |              |
| <b>Total Other Cash Contributions \$</b>                                          |              |

### In-Kind Contributions

Complete the table below clearly identifying In-Kind materials, services or labour that were provided to successfully complete this project/event.

These contributions are NOT eligible for grant funding, but none the less are important for reporting purposes.

| Source/Type of In-Kind Contributions  | Services/Supplies | List # of Hrs and assume \$20/hr | Total Amount |
|---------------------------------------|-------------------|----------------------------------|--------------|
|                                       |                   |                                  |              |
|                                       |                   |                                  |              |
|                                       |                   |                                  |              |
|                                       |                   |                                  |              |
|                                       |                   |                                  |              |
|                                       |                   |                                  |              |
|                                       |                   |                                  |              |
|                                       |                   |                                  |              |
|                                       |                   |                                  |              |
|                                       |                   |                                  |              |
| <b>Total In-Kind Contributions \$</b> |                   |                                  |              |

## Description of Completed Project and what was Achieved/Learned

For reporting purposes, please include a description of what was learned/achieved through this Tier One Project.

Attendance at Event: \_\_\_\_\_

If project was an in-field trial, Please attach the completed OMAFRA Report Form

Name of OMAFRA Contact Person: \_\_\_\_\_  
(where applicable)

---

### Declaration and Signature

By submitting this claim, the authorized signing authority hereby certifies to Ontario Soil and Crop Improvement Association (OSCIA) that the information contained in the Tier One claim is complete in all respects. The Tier One Guidelines have been read, understood, and the approved funding for the Tier One project was used for the sole purpose as intended.

County/District/Region: \_\_\_\_\_

Name of Signing Authority for Tier One project: (please print) \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

TOTAL AMOUNT REQUESTED (from page 1): \$ \_\_\_\_\_

**SIGNATURES AND SUPPORTING  
DOCUMENTATION MUST ACCOMPANY THIS  
CLAIM FORM**

|                     |                    |             |
|---------------------|--------------------|-------------|
| OSCIA<br>Office Use | Approved by: _____ | Date: _____ |
|                     | Amount: _____      |             |