



Agri-Processing Product and Market Development Grant Program

Project Proposal Requirements

A project proposal is required as part of your application. The following information is required for all Agri-Processing Product and Market Development Grant Applications:

1. Project Overview

Tell us about your company and the background and business case for the project for which you are making a grant application.

2. Project Outcomes

Tell us what the outcome(s) of the proposed project and how this meets the project objectives that were detailed in the grant application.

3. Project Activities and Costs Summary

Describe the project, the activities, and the time frame. This will include the information of the activities to take place, personnel required, timelines, milestones, and high level budget allocations. Activities are the elements required to complete the project such as training and travel, consultant (product development/market development) and, packaging design, etc.

4. Project Costs

Provide a detailed breakdown of the total proposed eligible and ineligible project expenditures. If the project spans more than one fiscal year, please break the costs into the different fiscal years (e.g. Activity A will cost \$50,000. \$35,000 will be spent in the first fiscal year and \$15,000 will be spent in the second fiscal year)

5. Benefits to Industry

Describe how this project will impact your business. What's the benefit to your business? Describe the benefit to Alberta.

6. Appendices

Please attach any additional documents pertaining to the project such as a business plan, consultant proposals, the latest review engagement financial statements, and any other information that will assist Alberta Agriculture and Forestry in evaluating the merits of the application.