

Effective Date: October 28, 2016

Mr. Jay St. Arnault
Mallaig & District Agricultural Society
P.O. Box 69
Mallaig, AB T0A 2K0

Dear Mr. St. Arnault:

RE: Terms and Conditions of Approved Grant

I am pleased to inform you that the Minister of Agriculture and Forestry (the “Minister”) has approved a grant of up to \$8,071.87 under the Agricultural Initiatives Program (the “Program”) to the Mallaig & District Agricultural Society (the “Applicant”) based upon your Application dated June 08, 2016. This grant is governed by the *Alberta Agriculture and Rural Development Grant Regulation*, as may be amended, the Program Guidelines, your Application, and this Terms and Conditions Letter.

Minimum grant matching requirements are 3:1 (Province: Local) on the non-capital portion of grants and 1:1 (Province: Local) on the capital portion of grants. In addition 50% of the local matching required for the capital portion of grants must be in cash.

Eligible Activities and Eligible Expenses

This grant has been approved for the Project and Eligible Expenses as identified in the approved Proposed Project Budget listed in attached “Budget”. The Applicant shall not use the Grant for any activities or expenses other than the Eligible Activities and Eligible Expenses stated in the attached budget.

The Eligible Activities must be completed between September 01, 2016 and October 31, 2016. To be eligible under the Grant, Eligible Expenses must also be incurred between these dates.

Grant Payments

Provided the Applicant is at all times in compliance with the terms and conditions of this Agreement, the Grant shall be paid as follows:

- i. \$8,071.87 will be paid upon the effective date of this agreement

Any unused grant funds, for the purpose of which this grant was offered, may be required by the Minister to be returned, payable to the “Government of Alberta”.

Final Reporting and Inspection

Unless otherwise specified by the Minister, you shall provide the Minister with written status reporting, to the Minister's satisfaction and on dates specified by the Minister, detailing:

- A completed Final Report Form
- A financial report detailing all expenditures to account for all the grant proceeds in relation to the eligible costs supported under the program
- A written report regarding the impact of the project on your community (Maximum 1 page)
- Any supplementary documentation, requested by the Minister, pertaining to the project

The Final Report is due by January 31, 2017.

The Auditor General of Alberta or his representative, or Alberta Agriculture and Forestry staff, may upon reasonable notice, undertake further examinations of the accounting records and supporting documentation. From the effective date of this Agreement until seven years following the Project Completion Date, the Applicant shall maintain separate accounting records of all of the Project Costs, and copies of all invoices and payments. The Applicant shall make them available for inspection by the Minister and representatives of the Minister (including the Auditor General of Alberta or any other auditor of the Project engaged by the Minister at its own expense) at all reasonable times upon reasonable notice.

If any dispute arises in interpreting this agreement, the decision of the Minister of Alberta Agriculture and Forestry is final and binding.

Communications

Any communications with respect to this Agreement must be in writing and delivered to:

Drew Hiltz, Manager, Programs
Agricultural Initiatives Program
Agriculture and Forestry
2nd Floor, 7000 – 113th Street N.W.
J.G. O'Donoghue Bldg.
Edmonton, AB T6H 5T6

The Agricultural Initiatives Program is one of several programs funded entirely from Alberta Lotteries revenue.

We wish you every success with this initiative. Should you have any questions or concerns regarding this grant, please contact Drew Hiltz, Manager, Programs, Agricultural Initiatives Program, at (780) 643-1830 or e-mail at drew.hiltz@gov.ab.ca.

Sincerely,



Murray Greer, Director
Agriculture Grant Programs Section

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Agriculture and Rural Development Grant Regulation (AR 58/98)

Authority - Government Organization Act

1. In this Regulation, "Minister" means the Minister of Agriculture and Rural Development.
2. The Minister is authorized to make grants in accordance with this Regulation.
3. The Minister may delegate in writing to an employee of the Government any power conferred or duty imposed on the Minister under section 13 of the Government Organization Act or this Regulation.
4. The Minister may not under subsection (2) delegate the power to waive any criteria required to receive a grant.
5. The Minister may enter into an agreement with respect to any matter relating to the payment of a grant.
6. The Minister may make grants to a person or organization for purposes related to any program, service or other matter under the administration of the Minister.
7. An application for a grant must be made in the manner and form that the Minister determines.
8. If a person who is to receive a grant under this Regulation owes money to the Crown in right of Alberta or the Crown in right of Canada, the Minister may deduct all or a portion of the money owing from the grant.
9. The recipient of a grant may use the money:
 - (a) only for the purpose for which the grant is made, or
 - (b) if the original purpose for which the grant is made is varied with the consent of the Minister, only for the purposes as varied.
10. If the recipient of a grant does not use all of the money for the purpose for which the grant is made, the Minister may require the recipient of a grant to refund the surplus money to the Minister of Finance and Enterprise.
11. The Minister may require the recipient of a grant to repay all or part of the money to the Minister of Finance and Enterprise if the recipient does not comply with any conditions of the grant or does not use the money as required under this Regulation.
12. The Minister may at any time require that a recipient of a grant:
 - (a) provide information to the Minister so that the Minister may determine whether the recipient is complying with any conditions of the grant and is using the money as required under this Regulation,
 - (b) provide an audited financial statement of the expenditure of the money, and
 - (c) permit a representative of the Minister or the Auditor General, or both, to examine any books or records to determine whether the money has been properly expended.
13. The Agriculture Grants Regulation (AR 87/78) is repealed.
14. For the purposes of ensuring that this Regulation is reviewed for ongoing relevancy and necessity, with the option that it may be re-passed in its present or an amended form following a review, this Regulation expires on March 31, 2020.
15. The Agriculture and Rural Development Grant Regulation (AR58/98) is amended in the expiry date by striking out "2010" and substituting "2020" as set out in AR 25/10.

Budget

Total AIP Capital Grants in Previous Fiscal Year:

Total AIP Capital Grants in Current Fiscal YTD:

Cash contributions & Donated In-Kind represent your matching amount. Specify a detailed breakdown of donated labour/services, donated material/equipment and source of cash amounts.

Project Type: Capital

Proposed Project Budget

Please specify cash expenditures and non-cash value added or in-kind.

Cash Expenditure Description	Capital Cost	Source of Estimate	Quote Attached	Revised Capital Cost
Compressor overhaul	\$11,550.00	Application	<input checked="" type="checkbox"/>	\$11,550.00
Replace compressor drive motor pulley and belts	\$2,350.00	Application	<input checked="" type="checkbox"/>	\$2,350.00
Replace rink thermostate	\$865.00	Application	<input checked="" type="checkbox"/>	\$865.00
Supply and install relief valves	\$985.00	Application	<input checked="" type="checkbox"/>	\$985.00
1/2 GST	\$393.75	Application	<input type="checkbox"/>	\$393.75
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
Total:	\$16,143.75			\$16,143.75

Less Revenues or Trade-Ins:			
Net Cash Expenditures (A):	\$16,143.75		\$16,143.75
Non-Cash Value Added or In-Kind	Capital Cost		Revised Capital Cost
Unskilled Labour		Note: cost = hours x \$15/hr	
Skilled Labour		Note: cost = hours x \$30/hr	
Donated Materials			
Donated Equipment			
Donated Equipment (Use Only)		Note: cost = hours x \$60/hr	
Total Non-Cash Value Added (B):	\$0.00		\$0.00
Total Cash plus Non-Cash (A) + (B):	\$16,143.75		\$16,143.75

Total Proposed Project Cost: \$16,143.75

Total Revised Project Cost: \$16,143.75

Bypass Funding Opportunity Limits:

Eligible Capital Grant: \$8,071.88

Eligible Program Grant: \$0.00

Total Eligible Grant Amount: \$8,071.88

Notes:

- Include quotes. If not included, indicate source of estimates.
- Include confirmation of all corporate in-kind materials and/or services (i.e. letter from donor).
- Cash contributions should be supported by financial statements and letters from donors of larger cash amounts.

Sources of Funding

Please specify sources of funding

Cash Contributions	Funding Amount	Revised Funding Amount
Local Cash in Place	\$8,071.88	\$8,071.88
Fundraising		

Cash Contributions	Funding Amount	Revised Funding Amount
Other Grants Received		
Other Grants Applied For		
Agricultural Initiatives Grant Request	\$8,071.87	\$8,071.87
Total Cash Contributions:	\$16,143.75	\$16,143.75
Non-Cash Contributions:	\$0.00	\$0.00
Total Sources of Funding:	\$16,143.75	\$16,143.75

Note:

Please note federal/provincial government funding cannot exceed cash expenditures. Please disclose other government funding (municipal, provincial, federal) that is being requested/used to cover the costs of this budget.

Comments: