



Agri-Business Planning Program Guide 2026-2027

B.C. Ministry of Agriculture and Food



Funding for the AgriBusiness Planning Program is provided by the governments of Canada and British Columbia through the Sustainable Canadian Agricultural Partnership, a federal-provincial-territorial initiative.

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Photo credit: Foster Richardson

1. Program overview

The B.C. Agri-Business Planning Program (ABPP) provides funding support for primary agricultural producers and food processors to access business advisory services and learning opportunities that support informed decision making and business development. The goals of the ABPP are to increase awareness, knowledge, skills, and adoption of best business management practices; additionally, to support agri-food and agriculture businesses achieve sector growth and sustainability.

Funding is available under two streams:

- Stream 1: Agri-Business Skills and Leadership Development
- Stream 2: Business Planning, Preparedness, and Disaster Recovery

Funding is provided by the governments of Canada and British Columbia under the Sustainable Canadian Agricultural Partnership, a federal-provincial-territorial initiative.

Stream 1 Goal:

- To encourage business owners and key managers to access specialized training to improve management skills and benefit the business

Stream 2 Goals:

- To promote awareness and adoption of best business practices that support growth and sustainability
- To support businesses in evaluating their financial position to plan for growth, manage risk, and make informed investment decisions. For example: setting up a contingency fund, business interruption insurance, breakeven analysis, succession, sale of assets, debt service capacity, debt restructure and/or debt mediation
- To support the development of immediate and long-term business recovery plans for businesses impacted by an external event such as fire, flood, drought, tornado, disease outbreak, pandemics, market interruptions, supply chain failures, death, or illness

Key dates:

Applications open	September 15, 2026, at 9:00 am (PT)
Applications close	October 20, 2026, at 4:30 pm (PT), or until funding has been fully allocated
Claim deadline	March 1, 2027 Final documents for reimbursement must be submitted via claim form NO later than this date. If no claim is received by this date, the application will be considered cancelled and reimbursement will not be provided.
Stream 1 course completion	March 31, 2027 Stream 1 applicants must attend their learning and specialized training by this date, unless otherwise approved by program staff
Record retention	All records (e.g., receipts) must be kept until March 31, 2033

Program funding overview

- Funding is provided through a reimbursement process to an approved applicant
- Program funding will be allocated on a first-come, first-served basis to eligible applicants
- The minimum reimbursement for the program is \$500

Program Stream	Program Funding Amounts
Stream 1: Agri-Business Skills and Leadership Development	Up to 70% to a maximum contribution of \$2,000
Stream 2: Business Planning, Preparedness, and Disaster Recovery	Up to \$7,500 for an individual business



Photo credit: Emrys Miller

2. Program eligibility

Eligible applicants

To be eligible for the Program, applicants must meet all the following eligibility requirements:

1. Must be either a:
 - a. Primary agriculture producer¹:
 - i. growing or raising fresh food or agricultural products which are 100% grown or raised in British Columbia and are intended for sale,
OR
 - b. Agriculture, food or beverage processor:
 - i. processing agricultural, food, or beverage products² that are processed and packaged in B.C. with 51% or more of the direct cost of producing the product in its final form (i.e., the sum of raw materials, direct labour, variable processing, and packaging) originating in B.C.
2. Must:
 - a. Be a B.C. registered business taxable entity (e.g., sole proprietor, partnership, corporation) with a GST and business number.

¹ For primary producers engaged in commercial agriculture production, annual gross farm revenue is defined as revenue from sales of farm commodities including production insurance, crop and livestock sales, licensed cannabis production, and value-added farm products, but does not include revenue from products that are not for human consumption (e.g. genetic operations, insect farms for pet food), custom work, landscaping, riding lessons, boarding horses, land and facilities rent, raising of pets, agri-tourism income, sales of forestry products and some agro-forestry products, government program payments, or any other non-commodity income.

² For agriculture, food or beverage processors, products must be for human consumption.

- b. File farm or business income tax under the *Income Tax Act* in British Columbia, and
 - c. Report annual gross farm or business revenues greater than \$50,000 in the previous year to Canada Revenue Agency.
 - d. For Indigenous-owned businesses that do not meet the eligibility requirements outlined above, please contact Agribusiness@gov.bc.ca to discuss program eligibility.
3. All proprietors, partners, shareholders, and members of the applicant must be residents of British Columbia.

Indigenous applicants

The Province is committed to supporting the success of Indigenous businesses in the agriculture and food sector. We understand that Indigenous businesses may have distinct characteristics reflecting regulatory, operational, cultural, and other factors and these may impact eligibility. We aim for flexibility in our Program delivery to reduce barriers and ensure the accessibility of our programs to Indigenous applicants. Please reach out to Program staff at the email or phone number below with any questions.

Ineligible applicants

Applications are not accepted from:

- Aquaculture, seaweed, fish and/or seafood producers or processors
- Aquaponic food producers
- Not-for-profit organizations
- Soil amending businesses
- Unlicensed cannabis operations

Program contact

If you are interested in applying to the Program and have questions about the application process or eligibility criteria, please contact program staff at Agribusiness@gov.bc.ca or call 1-888-221-7141.



3. Stream 1: Agri-Business Skills and Leadership Development

Goal:

- To support access to specialized training for business owners and managers resulting in improved business management knowledge, adoption of practices and benefit(s) to the business.

Funding amount: reimbursement of up to 70% of eligible costs

- Minimum reimbursement amount of \$500, up to a maximum of \$2,000.
For example:
 - Cost of eligible specialized training(s) of \$750 at 70% = \$525 funding provided
 - Cost of eligible specialized training(s) of \$3,000 at 70% = \$2,000 funding provided (maximum allowed)

Eligible activities

Specialized training, courses, registration, fees, and tuition for:

- Business management including topics such as:
 - Financial analysis
 - Cash flow management
 - Human resource management
 - Cost of production
 - Benchmarking
- Business leadership
- Business management conferences

Contact Agribusiness@gov.bc.ca if you are unsure whether a course is eligible under Stream 1.

Ineligible activities

- Travel costs
- GST
- Registration and tuition fees for learning and specialized training not listed above
- Acquiring programs, software, devices, stationery, required textbooks or other assets
- Costs incurred before the receipt of the ABPP Approval Letter
- Activities and costs for which the applicant has already received government funding through another Sustainable CAP-funded program since April 1, 2023

Funding rules and limits

- Any costs that exceed the eligible funding amounts are the responsibility of the applicant
- More than one individual from a farm or processing business (business owner(s) or business manager(s)), may be eligible for Stream 1, in which case the Stream 1 maximum will be \$2,000 per business
- Applicants may individually apply for both Stream 1 and 2 of the Program, up to an annual funding cap of \$9,500
- An applicant may apply again in future years of the Program for different activities, but the same activity can only be funded once during the 2023–2028 Sustainable CAP period



Photo credit: Richard Maxton

4. Stream 2: Business Planning, Preparedness, and Disaster Recovery

Goals:

- To increase awareness, knowledge, and adoption of best business management practices that support business and sector growth and sustainability
- To support businesses to proactively assess their financial situation as part of a comprehensive risk assessment plan and/or to assess the feasibility of the financial investment in growth, setting up a contingency fund, business interruption insurance, breakeven analysis, succession, sale of assets, debt service capacity, debt restructure and/or debt mediation
- To support the development of immediate and long-term recovery plans for businesses that have been impacted by an external event such as fire, flood, drought, tornado, disease outbreak, death, or illness

Funding amount: reimbursement of up to \$7,500 for an individual business

- Minimum reimbursement amount of \$500

Eligible activities

- Business planning services and coaching from a **qualified business consultant** to create, update or renew a business plan focused on one, or a combination of, the following business planning specialization areas:
 - Business disaster recovery (e.g., drought, fire, flood)
 - Business emergency preparedness
 - Business structures
 - Business strategy
 - Product development
 - Production economics
 - Cash flow and financial analysis

- Human resource management
- Value added ventures
- Risk assessment and mitigation
- Succession/transition planning
- Travel costs for the consultant for on-site meetings with the business owner/operator. Travel costs must:
 - be deemed reasonable by ABPP staff;
 - not exceed 20% of the funding applied for;
 - have receipts for proof of payment;
 - be limited to travel within B.C.; and
 - be for travel over 50km

Ineligible activities

- Accounting, bookkeeping, income tax preparation, search of titles, off-farm investment planning and other costs associated with implementing the business plan
- Acquiring capital assets
- Activities/costs associated with the preparation/compilation of applications and/or forms for other Provincial or Federal Programs (e.g., Production Insurance, AgriStability, AgriInvest, AgriRecovery, WorkSafeBC)
- Costs associated with the gathering of data (soil analysis, tissue analysis/germination, seed viability testing, crop scouting activities)
- Preparation of legal documents, contracts and/or formal agreements
- Costs incurred before receipt of the ABPP Approval Letter
- Activities and costs for which the applicant has already received government funding through another Sustainable CAP-funded program since April 1, 2023
- GST

Funding rules and limits

- Any costs that exceed the eligible funding amounts are the responsibility of the applicant

- More than one individual from a farm or processing business (business owner and/or key business manager(s)), may be eligible for Stream 2, in which case the Stream 2 maximum will be \$7,500 per business
- Applicants may individually apply for both Stream 1 and 2 of the Program, up to an annual funding cap of \$9,500
- An applicant may apply again in future years of the Program for different activities, but the same activity can only be funded once during the 2023–2028 Sustainable CAP period

Qualified business consultant requirements

Applicants will need to formulate their business planning project goals and deliverables with their selected consultant for the application.

Consultants are responsible for adherence to professional standards and regulations governing regulated professions and practices. The Ministry of Agriculture and Food (the Ministry) is not responsible for ensuring that consultants adhere to professional standards and regulations.

For primary agriculture businesses and on farm processing

- Consultants must be registered with the [British Columbia Institute of Agrologists \(BCIA\)](#), or exempt from registration as per the exception below for Indigenous persons, or registered as a [Chartered Professional Accountant with CPABC](#)
- It is recommended that applicants seek further information on consultants' areas of specialization, expertise, and experience in the selection process

For off-farm food processing businesses

- Qualified business consultants must demonstrate education and expertise within business planning and the food processing sector
- This may include, but is not limited to, consultants with degrees or diplomas in Food Technology, Food Science, Food Safety and Quality Assurance, Food and Nutrition or a similar degree demonstrating expertise to complete the services sought

Exemption for Indigenous consultants

- The BCIA prohibition against non-registrants providing advice or services within the reserved practice of agrology, as defined and regulated by BCIA, does not apply to a person exercising the rights of an Indigenous person (as defined in the *United Nations Declaration on the Rights of Indigenous People Act*), including the right to maintain, control, protect or develop any of the following with respect to the

Indigenous people: A. Cultural heritage; B. Traditional knowledge; C. Traditional cultural expressions; D. Manifestations of sciences, technologies, or cultures

Resources for selecting a qualified business consultant

- [BC Institute of Agrologists \(BCIA\)](#)
 - Consider agrologists with 'Agricultural and Resources Economics, and Rural Development' in their areas of specialization.
- [Chartered Professional Accountants of BC Member & Firm Directories](#)
- [Choosing a consultant: An Investment in Your Business](#) (Government of Alberta)
- Canadian Association of Farm Advisors (CAFA)

Final report guidelines

The consultant must provide the applicant with a final report summarizing their Stream 2 project. Applicants must submit a copy of the final report with their claim.

- It is highly recommended that the Applicant request the Final Report from the consultant at least two weeks prior to the project completion date to allow for Applicant review to ensure all services and quality of services outlined in the agreed upon Letter of Engagement for Services are met and allow time for any request of any revisions
- Reports must be a **minimum of 2,000 words** and meet a high professional standard

Key components of a Final Report may include, but not limited to:

- Summary of services/deliverables included in the Project (as described in the Application Form and approved in the ABPP Approval Letter)
- An executive summary
- Summary of research, analysis and assessments completed
- Concise list of recommendations resulting from the Project
- References or works cited; and
- Supporting documentation and/or appendices for any calculations used to complete the analysis

If you are seeking support formulating your project needs, please contact Agribusiness@gov.bc.ca.



5. Application process

Follow these steps to apply online. If you need assistance, please email Agribusiness@gov.bc.ca or call [1-888-221-7141](tel:1-888-221-7141).

Step 1: Confirm eligibility

Before beginning the application process:

- Make sure the organization is eligible
- Confirm which Stream you wish to apply for
- Confirm the project fits an eligible activity type
- Make sure your project can be completed within the [program timeline](#)
- Stream 1 ONLY: select and confirm eligibility of learning activity or specialized training course(s)
- Stream 2 ONLY: select and confirm availability of a [qualified business consultant](#)
- Documentation in addition to what is listed below may be required to demonstrate applicant eligibility, at the discretion of Program staff
- Sign up for a [Business BCeID](#) or [BC Services Card](#) account, which you will need to access the online application

Step 2: Gather information and documents

Applicants can apply for one or both streams. If applying for both streams, they must be two separate applications.

Stream 1

Prepare the following:

1. A completed [Learning Action Plan \(Fillable Form\)](#). Information required includes:
 - a. Participant's name(s)
 - b. Date(s)
 - c. Learning activity

- d. Event provider
 - e. Total event cost
 - i. Other sources of funding for this event (if applicable)
 - f. Applicant contribution (30% (minimum) or more of total cost)
 - g. Funding amount requested (up to 70% of total cost)
 - h. Describe benefits to the business and (or) expected outcome(s)
 - i. The description should demonstrate how the proposed learning and specialized training fits under the list of [eligible activities](#).
 - i. Planned start and completion date(s)
2. The most recent Statement of Farming Activities or Statement of Business Activities as filed with Canada Revenue Agency (CRA) as proof of farm revenue greater than \$50,000
 - a. Preferable tax forms for primary producers are T1273, T1274, T2042, T2125, or T2 Schedule 125
 3. A completed [Direct Deposit Application Form](#) and a copy of a void cheque
 - a. If you are already registered for direct deposit with the Government of B.C., indicate so on the application form and do not submit a direct deposit form or void cheque; Program staff will verify this information during their review
 - b. If you wish to update your direct deposit information, attach a completed Direct Deposit Form and copy of a void cheque in your application

Stream 2

Prepare the following:

1. Selected business consultant's information
 - a. Name
 - b. Contact information (phone number, email address)
 - c. Position/title
 - d. Canada Revenue Agency (CRA) Business Number or the first 9 digits of the Goods and Services Tax/Harmonized Sales Tax (GST/HST) number
 - e. Resume to verify their qualifications
 - f. Overview of Consultant's relevant knowledge and expertise required for the proposed project
 - g. If applicable, supporting Consultant(s) resume(s).

2. Most recent Statement of Farming Activities or Statement of Business Activities as filed with Canada Revenue Agency (CRA) as proof of farm revenue greater than \$50,000
 - a. Preferable tax forms for primary producers are T1273, T1274, T2042, T2125 or T2 Schedule 125
3. Project summary describing the problem or issue the Project will address.
 - a. The project summary should include the following:
 - i. Description of the Project;
 - ii. Challenges and issues;
 - iii. Opportunities and benefits;
 - iv. Expected outcome that would clearly demonstrate increased benefits to the farming or processing business; and
 - v. Demonstrate how the Project relates to one or more of the [Eligible Business Planning Specialization Areas](#).
 - b. The project summary should be maximum 500 words
4. A [Letter of Engagement for Services \(LOE\)](#), completed and signed with the selected business consultant.
 - a. The Letter of Engagement must outline the scope of work, timelines, and total project costs
 - b. The Letter of Engagement must indicate that the project will be completed on or before March 1, 2027
5. A completed [Direct Deposit Application Form](#) and a copy of a void cheque
 - a. Account information in the Direct Deposit Form must match the account information provided on the void cheque
 - b. If you are already registered for direct deposit with the Government of B.C., indicate so on the application form and do not submit a direct deposit form or void cheque in your application; Program staff will verify this information during their review
 - c. If you wish to update your direct deposit information, attach a completed Direct Deposit Form and copy of a void cheque in your application

Step 3: Complete online application form

When the intake is open:

1. Apply online via the application form available on the [B.C. Agri-Business Planning Program webpage](#)
2. Sign in using a Business [BCeID](#) or [BC Services Card](#) account
3. Complete all required fields in the online form
4. Upload all required documents
5. Make sure everything is clear and complete
6. Submit the form
 - a. It is recommended you print or save your application for future reference
 - b. You will not be able to come back to the application after you have hit 'submit'
 - c. Only one application per farm or processing business should be submitted per stream
 - d. Late applications will not be accepted

Step 4: Wait for review

Complete applications are reviewed on a first-come, first-served basis.

Reviewers will assess:

- Applicant eligibility
- Activity or project eligibility and alignment with program objectives
- Budget and eligible expenses
- Compliance with program terms and conditions
- Consultant qualifications (Stream 2 only)

A complete application is one that requires no edits or additional information. If incomplete, Program staff may, but are under no obligation, to request the missing details or ask for resubmission.

The timestamp of the latest submission determines your place in the first-come, first-served queue. Resubmitted applications are placed at the end of the queue. Additional documentation may be required to demonstrate applicant eligibility, at the discretion of Program staff.

Step 5: Receive decision

The Program will send:

- An Approval Letter if approved, or
- A Decline Letter if not approved

If your application is approved, keep the Approval Letter for your records. Once you have accepted the Approval Letter by email, program staff will provide information on next steps, including the reimbursement claim process.

If you have any questions regarding the decision or would like guidance on how to strengthen a future submission, please contact us at Agribusiness@gov.bc.ca.



6. After applying

If approved, follow the steps in this section to receive reimbursement.

Stream 1: Agri-Business Skills and Leadership Development

1. Register for and pay for your training course(s) by the Stream 1 registration deadline shown under [Key dates](#)
 - a. This can be completed as soon as the Approval Letter is received
2. Submit Claim Form for review and reimbursement through the [Program website](#) no later than March 1, 2027
 - a. Applicants are strongly encouraged to register and pay for courses and submit their claim form in advance of the claim deadline; this allows sufficient time for applicants to:
 - i. Submit their claim form and all required supporting documentation
 - ii. Respond to any requests for clarification or additional information
 - iii. Address any issues that may be identified during the review process
3. In the Claim Form, provide the following:
 - a. A Copy of the detailed invoice(s) from the learning provider(s)
 - b. Proof of payment documentation to the learning provider(s):
 - i. Proof of payment must match the legal name on your application
 - ii. Cash payments will not be eligible unless accompanied by an official company voucher and proof of payment
 - iii. Proof of payment documentation must be in the form of:
 - A copy of the front and back of a cleared cheque with invoice;
 - Credit card transaction record with invoice; or
 - E-transfer transaction confirmation with invoice
 - c. A completed program evaluation survey

- i. Survey results will not be used for Claim Form evaluation. This information is solely used to improve the Program
 - ii. Program staff may contact the applicant for additional feedback and request success stories from successful applicants
- 4. Await claim review
 - a. B.C. Ministry of Agriculture and Food staff review final documents and, upon approval, reimburse the applicant for approved eligible costs
- 5. Stream 1 applicants must attend their learning and specialized training by March 31, 2027, unless otherwise approved by program staff

Stream 2: Business Planning, Preparedness, and Disaster Recovery

- 1. Complete the Project as outlined in the approved Letter of Engagement for Services
 - a. Fill out the [Meeting and Services Provision Log](#) after each meeting with the Consultant
 - b. Review the deliverables from the Consultant and ensure that the work was completed as per the approved Letter of Engagement for Services
- 2. Submit Claim Form for review and reimbursement through the Program website, and no later than March 1, 2027
 - a. Applicants are strongly encouraged to complete their project and submit their claim form in advance of the program close date; this allows sufficient time for applicants to:
 - i. Submit their claim form and all required supporting documentation
 - ii. Respond to any requests for clarification or additional information
 - iii. Address any issues that may be identified during the review process
- 3. In the Claim Form, provide the following:
 - a. A copy of the completed [Meeting and Services Provision Log](#)
 - b. A copy of the Consultant's final report/business plan as per the [Final Report Guidelines](#)
 - c. A copy of the Consultant's invoice including a summary of the services provided, breakdown of the Consultant's fees, and the total amount invoiced
 - i. If travel costs are included, the receipts for travel must be included with the Consultant's invoice

- d. Proof of payment documentation to the learning provider(s):
 - i. Proof of payment must match the legal name on your application
 - ii. Cash payments will not be eligible unless accompanied by an official company voucher and proof of payment
 - iii. Proof of payment documentation must be in the form of:
 - 1. A copy of the front and back of a cleared cheque with invoice;
 - 2. Credit card transaction record with invoice; or
 - 3. E-transfer transaction confirmation with invoice
- e. A completed program evaluation survey
 - i. Please note that survey results will not be used for Claim Form/Project evaluation. This information is solely used to improve the Program
 - ii. Program staff may contact the applicant for additional feedback and request success stories from successful applicants
- 4. Await Claim review
 - a. B.C. Ministry of Agriculture and Food staff review final documents and, upon approval, reimburse the applicant for approved eligible cost



7. General terms and conditions

Interpretation

For the purpose of these General Terms and Conditions, the term “Project” includes both the learning and specialized trainings funded under Stream 1 and the business planning, preparedness and disaster recovery projects funded under Stream 2.

Authority

The Province has the sole discretion to determine eligibility, costs, establish values and to approve or limit payments.

Evaluation and audit of approved projects

Review and evaluation of Projects in any stage of the Program may be carried out by the Province, or other parties chosen by the Province, for the purpose of audit, analysis, evaluation, program development, and determining financial assistance.

This review and evaluation process may be conducted prior to Project commencement, during work, or upon Project completion.

Program applicants must agree that they will provide the Province, or its contractors, upon request, with full access, at a reasonable time, to any documents or other information related to the Program, for the purposes of:

- verifying any information submitted, by the applicant
- confirming Program, Project, and funding eligibility
- assessing Program, Project, and funding impacts

Evaluation and audits of approved Projects continue in force indefinitely, even after the program ends or is terminated.

Applicants who participate in this Program are required to complete up to two, 15 to 20-minute questionnaires: after their participation in the Program and up to five years after their funded Project is completed. This feedback will help the Ministry understand the Program’s short- and long-term outcomes.

Project initiation

Projects initiated before the Applicant receives the ABPP Approval Letter are not eligible for funding under this Program. While this Program is a reimbursement program, only expenses incurred after the date of the Project Approval Letter will be reimbursed.

Evidence of payment

The Program requires a paid company invoice with a cancelled cheque or receipt of credit card or debit transaction as evidence of payment. Proof of payment must be under the legal name on your application. Cash payments will not be eligible, unless accompanied by an official company voucher and proof of payment. Barter/exchange transactions are not eligible.

Changes to projects

Once a Project is approved it must be completed as per the application and ABPP Approval Letter unless a Project Change Request is submitted to the Province and a Modification Approval Letter is granted by the Province. Projects may be subject to cancellation or deemed ineligible for reimbursement if they are not completed as approved.

Cancelled projects

Any Projects cancelled by the applicant or that do not meet a relevant deadline are considered cancelled. Any services obtained for a cancelled Project are not eligible for reimbursement.

Arm's length transaction

All businesses from which claimed goods or services are purchased must be at arm's length from the applicant, meaning not related to the applicant, not affiliated with the applicant, or controlled in any way by individuals who are connected by blood relationship, marriage, common-law partnership, or adoption.

Limits on funding

Any payment to an applicant is subject to the Financial Administration Act, RSBC 1996, c. 138, which makes that payment subject to an appropriation being available in the fiscal year of the Province during which a payment may be made.

The Province makes no representations, commitments or guarantees with respect to the timing, number or value of any payments that may be provided to an applicant. The Province does not guarantee that by submitting an application, an applicant will receive any or all of the funding requested from the Province even where all eligibility criteria are met.

Legislation

All Projects must abide by all applicable federal, provincial, and local government laws and regulations, including but not limited to, federal and provincial environmental and land use legislation, and zoning bylaws.

Authorized signatories

Where authorized by applicants, representatives, including consultants, are permitted to complete and sign the Program application or other Program documentation on behalf of an applicant. If the representative completes and signs the Program application or other Program documents on behalf of the applicant, it is the representative's sole responsibility:

- to ensure the applicant has authorized the representative to complete and sign the Program application or other Program documentation on their behalf and
- to review the application and other Program documents with the applicant for accuracy and completeness

By authorizing a representative to complete and sign the Program application or other Program documentation on their behalf, the applicant is authorizing the Ministry to collect the applicant's personal information indirectly from the representative for the purposes of section 27(1)(a)(i) of the Freedom of Information and Privacy Protection Act. Proof of authorization must be submitted upon request.

In the case of non-individual applicants, the application form and other Program documentation must be signed by a properly authorized person with signing authority on behalf of the entity. If the person who signs is not properly authorized to do so, that person will be deemed to have submitted the application in their personal capacity and will be responsible for all amounts paid to them or for any overpayments owed by them under this Program. Proof of authorization must be submitted upon request.

Termination of the Program

The program may be terminated or amended by the Province at any time, without prior notice.

Verifications and declarations

Program applicants must supply all documentation or information required to verify and administer the program, upon request. This continues in force indefinitely, even after the program ends or is terminated.

Collection and use of personal information

Any personal information collected by the Government of B.C. in relation to this program is for the purposes of administering the program, as well as for the administration,

evaluation and development of Ministry of Agriculture and Food programs, and to advise you about programs and services available through the Province. It is collected under the authority of s. 26(c) and(e) of the Freedom of Information and Protection of Privacy Act, RSBC 1996, c. 165. Further information about the collection or use of this information may be obtained from Connor Williamson, Senior Manager, Business and Workforce Development, B.C. Ministry of Agriculture and Food, Connor.Williamson@gov.bc.ca.

Waiver of liability

Under no circumstances will the governments of Canada and British Columbia, or their officers, servants or agents, be liable to any applicant or participant in the program (or to their heirs, administrators or assigns) for any direct, indirect, special, incidental, consequential, or other damages arising out of any application to or participation in the program or arising from any advice, operation or any other activity related to the program, including, without limitation, any lost profits, business interruption, or loss of programs or information, even if the governments of Canada and British Columbia have been specifically advised of the possibility of such damages.

Indemnification

The Applicant must indemnify and save harmless the governments of Canada and British Columbia and their respective employees and agents from any losses, claims, damages, actions, causes of action, costs and expenses that the governments of Canada and British Columbia or any employees or agents may sustain, incur, suffer or be put to at any time, either before or after this Program ends, including any claim of infringement of third-party intellectual property rights, where the same or any of them are based upon, arise out of or occur, directly or indirectly, by reason of any act or omission by the Applicant or by any of the Applicant's agents, employees, officers, directors or contractors in connection with this Program, excepting always liability arising out of the independent acts or omissions of the Province and the Province's employees and agents.

Overpayments and refunds

If it is determined by the Province that the provision of funding to an applicant under the program was inconsistent with these terms and conditions, it is an overpayment. In that case, the Province may require the applicant to repay some or all of the overpayment. Until it is repaid, the amount of the overpayment is a debt owing by the applicant to the Province. An overpayment may result where an applicant:

- is not eligible to participate in the program,
- claims costs that are not eligible,
- is overpaid by the program,
- has not complied with the terms and conditions of the program, or

- provides false or misleading information in the program application or to the Province

The Applicant agrees to refund any overpayments received from the program back to the Province within 30 days of notice being provided to them by the Province. The applicant's failure to refund such payment by that deadline may result in the debt for that amount being set off against money owed by the Province to the Eligible Applicant. Interest charges for unpaid amounts will be compounded monthly and will be added to any debt not repaid by the deadline.

False or misleading information

Applicants who provide false or misleading information to the Province related to the program forgo all program funding and are liable to repay all program funding they have received to the Province. The Province can deny an application if there is evidence of misrepresentation of pertinent information.

Debts to government

The Province has the right to deduct from any payments to an eligible applicant under the program any amount due and owing by the applicant to the Province.