



# B.C. Ministry of Agriculture and Food Knowledge and Technology Transfer **PROGRAM GUIDE**



Funding for the Knowledge and Technology Transfer 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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Please review this Program Guide for information on eligibility, application timing, applicant evaluations, reimbursement process, and other important topics.  
Program inquiries can be directed to [Knowledge.Transfer@gov.bc.ca](mailto:Knowledge.Transfer@gov.bc.ca).

## Knowledge and Technology Transfer Program application intake dates:

### SPRING INTAKE

**February 1 – February 29, 2024**

Activities may take place between  
April 1, 2024 – March 9, 2025

### FALL INTAKE (*funding availability dependent*)

**August 29 – September 30, 2024**

Activities may take place between  
October 26, 2024 – March 9, 2025

# Program Objective

**The objective of the KTTP is to increase the competitiveness, resiliency, and innovation of the British Columbia (B.C.) agriculture and food sector through facilitated knowledge and technology transfer.**

The cost-shared reimbursement program is intended to strategically support B.C.'s producers and processors to innovate and adapt to changing environmental, production, and market conditions through practical, applied knowledge and skill development.

Priority may be given to topics covering the [Ministry of Agriculture and Food](#) ("the Province") strategic extension priorities as noted in the mandate letter such as, but are not limited to:

- Climate Action
- Food Security
- Regenerative Agriculture
- Labour
- Reconciliation & Declaration Act Implementation
- Technology
- Production and/or Processing
- Farm Business Management

The purpose of your activity in any of the above topics could include, but are not limited to:

- Production/Processing Adaptation
- Production/Processing Capacity
- Business/Economic Advancements
- Resource Management
- Sector Innovation
- Sector Competitiveness
- Sector Resilience
- Traceability (seafood/aquaculture organizations eligible)

Eligible applicants may apply under one of two streams dependent upon their Knowledge and Technology Transfer hosted activity and its objectives. (For a full description of each stream, please see Program Overview.)

Applicants receiving funding from other Ministry of Agriculture and Food programs will be scrutinized for synergies and overlap and adjudicated/adjusted accordingly.

# Program Overview

	<b>Stream One:</b> Subject Matter Expert for Knowledge Development	<b>Stream Two:</b> Hands on Learning for Skill & Knowledge Development
Eligible Activities	<ul style="list-style-type: none"> <li>• Subject Matter Experts for activities such as:               <ul style="list-style-type: none"> <li>○ Conferences</li> <li>○ Events</li> <li>○ Annual General Meetings</li> <li>○ Community Gatherings<sup>1</sup></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Activities that support the development of skills and competencies such as:               <ul style="list-style-type: none"> <li>○ Field Days/Research Trials</li> <li>○ Farm Tours</li> <li>○ Technology Training</li> <li>○ Hands-on Workshops</li> <li>○ Experiential Learning</li> </ul> </li> </ul>
Ineligible Activities	<ul style="list-style-type: none"> <li>• Activities associated with seafood and/or aquaculture (with the exception of traceability program applications)</li> <li>• Activities where the knowledge subject does not specially address challenges or opportunities for farmers and/or food processors</li> <li>• Tuition subsidies</li> </ul>	<ul style="list-style-type: none"> <li>• Activities associated with seafood and/or aquaculture (with the exception of traceability program applications)</li> <li>• Activities where the knowledge subject does not specially address challenges or opportunities for farmers and/or food processors</li> <li>• Curriculum development</li> <li>• Tuition subsidies</li> <li>• Conferences</li> <li>• AGMs</li> </ul>
Eligible Applicants	<ul style="list-style-type: none"> <li>• Agriculture and food industry associations</li> <li>• Not for profits with the primary goal to support farmers and food processors</li> <li>• Municipalities and regional districts</li> <li>• Indigenous government, communities, economic development corporations and organizations</li> </ul>	
Ineligible Applicants	<ul style="list-style-type: none"> <li>• Seafood and aquaculture associations or organizations (with the exception of traceability activities for Streams 1 &amp; 2)</li> <li>• Individual farmers or food processors</li> <li>• Private training and educational institutions</li> <li>• K-12 educational institutions</li> </ul>	
Total Cost-Shared Amount Eligible <sup>2,3</sup>	<p style="text-align: center;"><b>Up to \$1,500</b></p> <p>applicant must demonstrate cost-sharing contributions on eligible expenses through cash or in-kind donation</p>	<p style="text-align: center;"><b>Up to \$7,500</b></p> <p>applicant must demonstrate cost-sharing contributions on eligible expenses through cash or in-kind donation</p>

Successful farmer to farmer learning results in good farming, good leadership, good business, and a strong sector.

The KTCP invites eligible applicants to apply for program funding through a competitive application process. The application intake will take place twice a year with an intake in the spring and a second intake

<sup>1</sup> Community Gathering is defined as a culturally appropriate and safe learning environment inclusive of Indigenous peoples.  
<sup>2</sup> Eligible applicants are expected to provide a minimal cost-shared amount of 25% for eligible expenses only. The Province reserves the right to waive the cost-shared requirement for groups who may face barriers to the program including groups supporting or run by underserved populations. For more information, please contact [Knowledge.Transfer@gov.bc.ca](mailto:Knowledge.Transfer@gov.bc.ca).  
<sup>3</sup> The maximum amount of funding approved for any project is under the sole discretion of the Province.

in the fall (funding availability dependent). Intake dates will be listed on the program webpage. All activities must be completed by March 10<sup>th</sup> of the fiscal year. The program is subject to funding availability. The Province reserves the right to reallocate funding between the two streams as necessary to support the most relevant and applicable activities.

Applications will undergo a merit-based evaluation. Applications must clearly demonstrate the proposed activities and how they will transfer knowledge and/or build the skills of B.C.'s agriculture and food sector to make them more competitive, resilient and/or innovative. Events must be open to the public. Preference may be given to activities that support provincial priorities as well as creating inclusive activities for underrepresented and targeted groups such as, but not limited to, new entrants, women, gender-diverse people, Indigenous people, people with disabilities, and people of colour.

## STREAM ONE – SUBJECT MATTER EXPERT ACTIVITIES

### Objective

To increase the **knowledge** of the B.C. agriculture and food sector to increase their competitiveness, resilience, and innovation.

### Funding Information

Up to \$1,500 per activity intended for Subject Matter Expert<sup>4</sup> (SME) activities such as (but not limited to) industry expert presentations, conferences, community gatherings and annual general meetings.

### Eligibility Information

#### APPLICANTS

Applicants must meet the applicant eligibility criteria as listed in the table on page five.

#### ACTIVITIES

Activities must show that practical, on the ground knowledge will be presented by the SME. The activity will aim to increase producer/processor industry knowledge, and/or present new options that could potentially increase productivity/efficiency/profit.

Your activity may incorporate a tradeshow to increase activity revenue as well as build awareness and showcase local businesses (costs for the tradeshow will not be covered).

If your activity has limited space available, one space must be reserved for a staff member from the Province to attend and/or setup a tradeshow booth.

#### COSTS

Eligible costs may include speaker fees, hotel and travel, activity marketing materials, cultural protocol costs, equipment rentals, administration, and project management costs (maximum 10% of funds eligible for reimbursement from KTCP can contribute to administration costs). For a full list of eligible and ineligible costs please refer to pages 14 and 15 of this guide.

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<sup>4</sup> A Subject Mater Expert is defined as a person with extensive knowledge in a specific subject including Indigenous knowledge holders.

## STREAM TWO – HANDS ON LEARNING FOR SKILL AND KNOWLEDGE DEVELOPMENT ACTIVITIES

### Objective

To increase the **skills and competencies** of the B.C. agriculture and food sector to increase their competitiveness, resilience, and innovation.

### Funding Information

Up to \$7,500 per activity intended for hands-on learning activities such as (but not limited to) field days, community farm tours and short courses.

### Eligibility Information

#### APPLICANTS

Applicants must meet the applicant eligibility criteria as listed in the table on page five.

#### ACTIVITIES

To be eligible for this funding stream, your hands-on learning activity must provide practical experience that increases the skills and competencies of producers and processors to present new options that could potentially increase productivity/efficiency/profit.

You will work with a staff member from the Province to support you in your application for this stream. If you do not have a staff supporter, please contact the program at [Knowledge.Transfer@gov.bc.ca](mailto:Knowledge.Transfer@gov.bc.ca).

If your activity has limited space available, one space must be reserved for a staff member from the Province to attend and/or setup a tradeshow booth.

Your application must clearly show what outcomes you intend to achieve (what knowledge, skills and where possible behaviour, participants will be developing and/or changing) and how you will measure success in these outcomes.

#### COSTS

Eligible costs may include speaker fees, hotel and travel, activity marketing materials, cultural protocol costs, equipment rentals, administration, and project management costs (maximum 10% of funds eligible for reimbursement from KTCP can contribute to administration costs). For a full list of eligible and ineligible costs please refer to pages 14 and 15 of this guide.

# Application Process

1. Submit your program application and accompanying documents. For support on preparing your activities and your application, see the Best Practices for Knowledge Transfer section of this guide. Applications are submitted through an online application available on the [program webpage](#). The application requires the following information:

Stream One: Subject Matter Expert	Stream Two: Hands-on Learning
<ul style="list-style-type: none"> <li>• Applicant name and contact information</li> <li>• Activity name, date, and location</li> <li>• Commodity of subject matter area</li> <li>• Subject Matter Expert name and contact information</li> <li>• Activity budget breakdown including cash and in-kind contributions</li> </ul>	<ul style="list-style-type: none"> <li>• Applicant name and contact information</li> <li>• Activity name, date, and location</li> <li>• Commodity of subject matter area</li> <li>• Description of project objectives (what change do you want to see)</li> <li>• Description of project activities (what will you do to see that change)</li> <li>• Activity budget breakdown including cash and in-kind contributions</li> </ul>

Please note that late applications will not be accepted. The Province reserves the right to re-open or extend the program eligibility dates as necessary. Eligible project expenses will only be recognized once a signed agreement is in place upon project approval. Any purchases made prior to an agreement in place will not be reimbursed. Applications will undergo a merit-based evaluation. Due to the competitive nature of the program, not all applications will be funded. To understand the application evaluation criteria, see below. Application review will take a minimum of two weeks from the date of intake closure. All applicants will be notified, regardless of the outcome.

2. Approved applicants will receive a letter confirming the approval of their application and will be required to submit a project confirmation acknowledgement.
3. Coordinate and manage your activities! Ensure to keep track of your program participants and your activity evaluation to understand if you achieved your objectives.
4. Submit your program reimbursement forms along with your program evaluation documentation. Reimbursement forms must include:
  - General ledger with detailed activity expenses including in-kind and cash contributions (a template will be provided with your approval package)
  - Copies of receipts for project activities (all receipts must be kept for seven years as there is a chance you may be audited)
  - Activity Report



**Reimbursement documentation must be provided  
within 30 days of activity.  
All reimbursement requests must be received by March 10<sup>th</sup>, 2025  
Late submissions will not be accepted.**

Application information can be found at the Ministry of Agriculture and Food [Knowledge and Technology Transfer Program website](#).

## **Examples of Proof of Payment**

- Copy of the cheque that was cleared or cashed
- Invoice showing a 'zero' balance owing
- Receipt
- Copy of the general ledger showing payment
- Copy of a money order or bank draft
- Copy of the cheque written and a printout of your bank statement showing it has been processed
- Copy of the credit card transaction (either the actual slip or a printout of the credit card statement)

## **Cash and In-Kind Contributions**

An in-kind contribution is defined as a non-cash contribution that is provided by your business to assist with the completion of the project. An example of an in-kind contribution is staff time for the development and management of activities. Cash and in-kind contributions will be required to show evidence of funding sources. Applicants will be required to provide evidence of both cash and any in-kind contributions at the completion of the activities.

## Honorariums

An honorarium is defined as a payment given for professional services that are rendered nominally without charge. Applicants will be required to provide evidence of Honorarium payments at the completion of the activities. Honorariums must be noted on the general ledger.

## Indigenous Applicants

The Province is committed to supporting the success of Indigenous Peoples in the agriculture and food sector. We understand that Indigenous organizations and associations may have distinct characteristics reflective of regulatory, operational, cultural, and other factors impacting their ability to access this program. We aim for flexibility in our program delivery to reduce barriers and ensure the accessibility of our programs. If you are interested in applying to the program and have questions about the application process or the eligibility criteria, please contact program staff at [Knowledge.Transfer@gov.bc.ca](mailto:Knowledge.Transfer@gov.bc.ca).

## Application Evaluation

- 1) A staff supporter is required for all applications, if you do not have one, one will be assigned, and they will work with you to assist application completion. Please contact [Knowledge.Transfer@gov.bc.ca](mailto:Knowledge.Transfer@gov.bc.ca).
- 2) Your application will undergo a merit-based evaluation and priority may be given to organizations/groups that have not received funding from the Province in the previous year.
- 3) Application review could take a minimum of two weeks from the date of intake closure. All applicants will be notified, regardless of outcome.
- 4) All activities must be completed during the fiscal year.
- 5) Approved applicants will be required to submit activity reporting and evaluation information post-activity.

## Unsuccessful Applications

Organizations that are not successful for the KTCP are encouraged to review other opportunities at the [Agriculture and Agri-Food Canada](#) website, the [Ministry of Agriculture and Food](#) website, or contact [Knowledge.Transfer@gov.bc.ca](mailto:Knowledge.Transfer@gov.bc.ca).

Unsuccessful applications may be referred to other program areas where appropriate.

# Best Practices for Knowledge and Technology Transfer Activities

## Planning for Inclusive Activities

The Province supports inclusiveness and increased representation of underrepresented groups. We encourage applicants to the Knowledge and Technology Transfer Program (KTP) to assess their proposed activities to increase the inclusiveness of their activities.

When planning your KTP activity, it is important to think about opportunities to make your activity more inclusive to the agriculture and food community. To understand if your activities are inclusive of the intersectionality of the sector<sup>5</sup>, consider analysing the following:

- What **assumptions** are you making?
  - Are you making assumptions about who your audience is?
  - What social factors, norms, or stereotypes are informing your assumptions?
- Who could be **left behind**?
  - Are generalizations being made that could lead to various groups or genders not being able to attend or participate in the activities?
- Who did you **consult**?
  - Did you consult those who could participate in the activities?
  - Were consultations made with those who have historically been left behind? Was voice given to those who are often underrepresented?
- What **data** are you using for your Knowledge Transfer activity?
  - Does your data consider various intersections and considerations such as gender, age, ethnicity, Indigeneity?
  - Does your presentation or information reflect social factors, norms, and roles?
- How are you ensuring **equality of outcomes**?
  - Are equity measures being used to assess your activities?
  - Are those measures taking intersectional factors into consideration?

Some examples of supporting inclusiveness include, but are not limited to:

- Coordinating with childcare institutions to provide access to childcare for parents who may not be able to access care otherwise.
- Providing language translation services. Consider the language in which your target audience prefers as the method of communication. Translation services could include translated materials or an active interpreter on site.
- Increasing the accessibility of an activity by ensuring individuals with diverse abilities can attend. This may include a sign language interpreter, ensuring marketing or resource materials are accessible, ensuring physical activities have flexible formats.

These are just a few examples of thinking about your activity through the lens of your participant.

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<sup>5</sup> The B.C. Government has committed to a phased implementation plan of Gender Based Analysis+ (GBA+). British Columbians are not homogenous. Although gender is usually conceptualized as a binary (girl/woman and boy/man), there is considerable diversity in how individuals and groups understand, experience, and express gender. The “plus” in GBA+ acknowledges that GBA goes beyond biological (sex) and socio-cultural (gender) differences. We all have multiple identity factors that intersect to make us who we are. In addition to gender, GBA+ also considers many other identity factors, such as: Indigeneity, religion, sexual orientation, race, age, language, socio-economic status, mental and physical ability, etc.

## Resources

<https://www.canada.ca/en/immigration-refugees-citizenship/corporate/publications-manuals/departmental-plan-2020-2021/gender-based-analysis-plus.html>

[Guide-GBAandInclusive-Open-Government.pdf \(opengovpartnership.org\)](#)

[Gender Equity in B.C. - Province of British Columbia \(gov.bc.ca\)](#)

<https://www.resiliencebc.ca>

## Adult Learning

The process of learning and processing knowledge changes from children to adults. The Province would like to see funded activities incorporate more adult learning principles and techniques to increase the activity's ability to be successful in transferring knowledge to attendees. In September, 2020 a framework was developed "[Supporting Informal Farmer to Farmer Learning: A Framework for Organizations and Farmer Communities in British Columbia](#)" (the Framework). The Framework can be found on the KTCP Web page. The Framework identifies best practices that support farmer learning through:

- Supporting Connections among Farmers,
- Promoting High Quality Information,
- Creating Equitable and Inclusive Learning Opportunities,
- Addressing Organizational Capacity.

The Framework is augmented by recommended assessment questions to inform qualitative and quantitative data using strategic learning and developmental evaluation to assess their success in supporting informal farmer to farmer learning.

The Framework is available on the Knowledge and Technology Transfer web page and will also be included in successful applicant approval packages.

The Province encourages activity organizers to discuss Adult Learning with their speaker(s)/presenter(s) and to work with their staff supporter.

Additional topics to consider when planning for your event:

### **Activity structure**

Seated attendance does not always lead to the best learning. The learning environment should be adapted to increase attendee comfortability. Field days, demonstrations and tours tend to have better results for information uptake than speaker activities.

### **What is the question being asked?**

Presentations where speakers address a question rather than a statement yield better results in the transfer of knowledge.

### **Information presented**

Is the speaker/presenter conveying relatable and relative knowledge? if not, the attendees will be less likely to gain any value from the presentation.

### **Will there be time for attendees to share real experiences?**

The ability for attendees to share knowledge and wisdom within the room or within smaller breakout rooms will help increase participation and information uptake.

# Eligible Activity Costs

## Eligible Costs

1. Subject Matter Expert (SME)/Facilitator Fee – the fee that an SME will charge your organization to speak or present at your activity. To be eligible for reimbursement through this program, the organization must provide a paid invoice to the Province from the SME as supporting documentation. Costs associated with external contractors utilized to organize and/or facilitate the event are eligible at the amount invoiced to the applicant.
2. Cultural protocol related costs including gifts and honorariums.
3. SME/Facilitator Travel Costs – the costs associated with the SMEs travel to and from the activity. These costs must be supported by receipts and/or travel claim documentation such as vehicle mileage records and meal per diems if applicable. Note: the maximum mileage rate that may be reimbursed by the Province is \$0.61/km. If a mileage rate is chosen as the reimbursement method, fuel costs are ineligible as the mileage rate includes this cost. [Please see BC Gov Policy for additional per diem and mileage information.](#) Costs associated with external contractors utilized to organize and/or facilitate the event are eligible at the amount invoiced to the applicant.
4. SME/Facilitator Accommodation – the costs associated with the SME lodging/ accommodation while participating in the activity. Note: it is expected that organizations will ensure that SMEs select the most cost-effective accommodations that meet business requirements, considering the basic room cost and any supplementary costs (e.g. internet access, parking, etc.). To be eligible for reimbursement, these costs must be supported by receipts.
5. Facility and Equipment, Transportation Rental – the costs associated with a facility, equipment, and/or transportation necessary to deliver the KTCP activity. Note: if the activity includes other activities and/or speakers that are not supported through this program, these costs should be appropriately pro-rated. To be eligible for reimbursement, these costs must be supported by receipts or paid invoices.
6. Advertising and Communications (including handout materials) – the costs associated with promoting the KTCP activity and providing in-person activity participants with materials related to the SME(s) and topic. Note: if the activity includes other activities and/or speakers that are not supported through this program, these costs should be appropriately pro-rated. To be eligible for reimbursement, these costs must be supported by receipts.
7. Recipient Administration Costs – the costs that your organization incurs to facilitate the KTCP activity. Costs may include project management costs, bookkeeping costs, and/or employee wages. Note: if the activity includes other activities and/or speakers that are not supported through this program, these costs should be appropriately pro-rated. To be eligible for reimbursement, these costs must be supported by receipts, paid invoices and/or payroll records. **These costs must not exceed 10% of the total amount eligible for reimbursement from the KTCP.**
  - Staff time and/or volunteer time will be considered an administrative cost and to be covered within the nominal 10% of funds eligible for reimbursement.

## Ineligible Costs

- Entertainment costs including food and beverage for activity participants<sup>6</sup>
- Costs associated with fundraising activities
- Canada Revenue Agency or payroll penalties
- Parking tickets
- Fines or penalties
- Depreciation on fixed assets
- Board membership fees
- Tuition subsidies
- Curriculum development
- Conference subsidies or paper submissions
- Purchase of motor vehicles
- Purchase of any illegal substances
- Staff mentor and/or coaching costs
- Purchase of alcoholic beverages or cannabis under any circumstances
- Unreasonable gifts or unreasonable payments for recognition
- Legal fees and court awards for inappropriate dismissal or other inappropriate/illegal activity
- Membership fees for private clubs, etc. (golf clubs, gyms) unless part of existing (non-monetary) employment benefits package
- Capital costs for the construction of a building (other than minor repairs or renovations) or the purchase of land or buildings

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<sup>6</sup> Exceptions will be made for activities in which food and/or gifts are culturally appropriate.

# General Terms and Conditions

## AUTHORITY

The Province shall have the authority to deny an application if there is evidence of misrepresentation of pertinent information. The Province has the sole discretion to determine eligibility, costs, establish values and to approve or limit payments.

## 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 applying, an applicant will receive any or all 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

Designates are not permitted to sign the program application or other program documentation on behalf of an individual unless they are an attorney under a duly authorized power of attorney. 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 s. 27(1)(a)(i)

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 Brent Barclay, Director, Agriculture Development Unit North, B.C. Ministry of Agriculture and Food, P: 1-888-221-7141.

#### 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.

#### 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 person to repay some or all 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.

#### FALSE OR MISLEADING INFORMATION

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.

Applicants who provide false or misleading information to the Province related to the program forego all program funding and are liable to repay all program funding they have received to the Province.

#### DEBTS TO GOVERNMENT OR THIRD PARTIES

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.



Opinions expressed in this document are those of the author and not necessarily those of the Governments of Canada and British Columbia. The Governments of Canada and British Columbia, and their directors, agents, employees, or contractors will not be liable for any claims, damages, or losses of any kind whatsoever arising out of the use of, or reliance upon, this information.

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