

**General Guidelines for  
2014/15 On-Farm Technology  
Adoption  
Call for Proposals**

June 2014

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## 1.0 Guidelines

### 1.1 Purpose

The On-Farm Technology Adoption targeted call is focused on identifying and supporting investment in selected projects that attract demonstration of technologies and equipment not yet used in western Canada. The targeted call will support these projects as demonstration projects with the purpose of shortening the duration of time between technological innovation and on-farm use in Alberta.

The Alberta Livestock and Meat Agency (ALMA) will invest up to \$1.0 million to support innovation in the area of “on-farm technology adoption”. The investment in these projects will demonstrate, develop and adopt new technologies to best suit Alberta’s operating conditions.

### 1.2 ALMA’s Investment Priority

**ALMA** is a catalyst for stimulating new thinking, new ideas and new approaches to enhance the reputation, competitiveness and profitability of Alberta’s livestock and meat industry, and to build relationships among the various stakeholders in the industry. Submissions to the On-Farm Technology Adoption call for proposals should target production efficiencies that reduce labour costs and increase efficiencies, quality and/or safety of animals and workers.

### 1.3 Objectives

The objective of the 2014/15 On-Farm Technology Adoption targeted call is to support the development and application of new technologies that automate on-farm operations. A key long-term outcome for this program is to decrease the period of time that new technologies take to be adopted in Alberta by demonstrating the application and economics of investment and overcoming any challenges that may be identified.

For more information, please view the Alberta Livestock and Meat Agency’s business plan found on the ALMA website (<http://alma.alberta.ca/>) or contact an ALMA staff member.

### 1.4 In-Scope

The call for proposals is targeting the following investments on an Alberta livestock operation:

1. New technology and equipment unique to western Canada (not previously commercially used in western Canada) or novel use of existing technologies.
  - i) Automation and use of robotics

- ii) Information management software and automation that increases efficiencies
- iii) Quality enhancement and quality control

## 1.5 Out of Scope

- Equipment and technologies already in use in western Canada
- Farm equipment – self-propelled or drawn

## 1.6 Requirements

1. The On-Farm Technology proposals must demonstrate that they equipment/technology has had successful application outside of western Canada and has potential value in Alberta.
2. Preparedness to demonstrate:
  - a. The applicant must be prepared to convey their lessons learned, impact and experience with other Alberta businesses in the form of speaking engagements, written articles, facility tours and/or the recording of a video interview communicating the value of the project.
  - b. The economic value of the project and the potential for other Alberta farms to pursue similar investment.
3. The total project cost must be a minimum of \$500,000 (cash and in-kind time and use of existing equipment during the installation).

## 1.7 Process and Timelines

1. Grants can be up to 2 years in duration for approved eligible expenses.
2. Letters of Intent (LOI) are invited from applicants wishing to participate in the program. Information can be found on the ALMA website at:  
<http://www.alma.alberta.ca/Programs>. Each LOI must be submitted on-line at <https://www.fundingconsortium.gov.ab.ca/ALMA/Account>. Applicants who submit an LOI that are of interest will then be invited to submit a full proposal.
3. The total project must be valued at a minimum of \$500,000. Capital costs are eligible for 20% reimbursement; consultant and development costs are eligible for 50% reimbursement.
4. The following steps and deadlines are planned:
  - a. June 24, 2014 – Call for Proposals announced.
  - b. September 4, 2014 2:00 pm – Deadline for LOI submission. Late submissions will not be accepted.
  - c. September 9, 2014 – Notification for successful LOI submissions and start of submission of full proposals.

- d. October 15, 2014 2:00 pm - Deadline for submissions of full proposals. Late submissions will not be accepted.
- e. December 1, 2014 - All applicants will be notified on or before of funding decisions.

## 2.0 Guidelines for Submission

### 2.1 Format and Forms

The guidelines and instructions for using the on-line application system and offline LOI templates can be found on ALMA's website at: <http://www.alma.alberta.ca/Programs>; the templates are to be used in preparation of creating an LOI. Once an LOI is ready to be submitted, it is done so through the automated on-line forms. The on-line system can be found at: <https://www.fundingconsortium.gov.ab.ca/ALMA/Account>. Once the LOI portion of the process is complete, the full proposal form will be made available to those who have been approved to submit a full proposal.

### 2.2 Eligibility

Eligibility will fall under Eligibility Requirements for ALMA's Industry and Market Development Program. Please consult our website for specific program eligibility requirements at: <http://www.alma.alberta.ca/Programs>.

If ALMA approves an Application for a grant of funding ("Grant") the Applicant must enter into a Project Investment Agreement with ALMA to be eligible to receive funding under the Program. Any Grant shall be governed by the terms and conditions of the Project Investment Agreement and the Declaration by Applicant in the Application.

#### **Eligible Applicants**

The following entities are eligible to apply:

- a) Alberta agri-businesses that raise livestock and/or poultry;
- b) Industry organizations serving the livestock industry; and
- c) Educational institutions including universities, colleges and technical schools.

#### **Eligible Activities (must be pre-approved by ALMA)**

- a) Capital equipment;
- b) Supplies and contractor costs to install the equipment;

**Eligible Expenses (must be pre-approved by ALMA)**

The following Eligible Non-Capital Expenses may be included:

- a) Time for specific activities on the Project;
- b) Project management and consulting fees justified as essential to the Project;
- c) Travel to Project sites, to present to or discuss the Project with managers and/or policy makers;
- d) Travel for information gathering and to attend trade shows in that matter, or for information dissemination purposes;
- e) Costs of supplies directly required for the Project.

In completing a Project under the Program, the Applicant must:

- a) Comply with all applicable laws and regulations; and
- b) Obtain all required governmental approvals prior to commencing the Project, including those related to public health and safety, labour codes and standards, care and use of animals in research, wildlife habitat, and environmental protection.

Acceptance of an Application under this Program creates no obligation on the part of ALMA or the Provincial Crown to provide licenses or approvals under any legislation.

**Ineligible Expenses**

- a) Expenses that are not eligible under the Program include: a) Goods and Services Tax (GST), Provincial Sales Tax (PST) or Harmonized Sales Tax (HST);
- b) Costs incurred prior to the project start date and after the project end date, as determined by ALMA;
- c) Promotional materials such as product samples and giveaways;
- d) Website hosting/domain registration or ongoing maintenance;
- e) Ongoing social media activity;
- f) Travel for ongoing marketing in existing markets;
- g) Costs for the lease of office furniture, space and equipment;
- h) Costs of equipment attached to the building such as sinks, walls, doors;
- i) Costs associated with equipment attached to the building such as plumbing, framing, flooring installation;
- j) Land costs;
- k) Normal operation, salary and maintenance costs; and
- l) Any other expense deemed by ALMA not to be an Eligible Expense.

**2.3 Evaluation Criteria**

Applications received through the On-Farm Technology Adoption Call for Proposals will be reviewed for innovative ideas that can transform the livestock and meat sector, collaboration

and impact to the industry and excellence. The proposals will be confidentially reviewed by industry reviewers and subsequently reviewed through ALMA's technical review committees for recommendation of funding. Depending on the size of the funding requested, ALMA's Board Committees may also review for approval of funding.

All approved proposals will enter into a grant agreement with ALMA according to the Terms and Conditions of the Industry and Market Development Program. Please consult the ALMA website for the specific program Terms and Conditions.

<http://alma.alberta.ca/index.htm?contentId=AGUCMINT-263326&useSecondary=true>

## **2.5 Intellectual Property**

Intellectual property developed and owned by the applicant must be managed by the applicant.

## **2.6 Notice of Collection**

The personal information provided through this application process will be used to process the applications through the ALMA On-Farm Technology Adoption Call. This may require sharing your information confidentially with external reviewers to assist with the evaluation process. This information is collected under the authority of section 33 (c) and 34 (1)(a)(i) of the *Freedom of Information and Protection of Privacy (FOIP) Act*. If you have any questions about the collection and use of this information, contact the Alberta Livestock and Meat Agency, Suite 101, 1003 Ellwood Road SW, Edmonton AB, T6X 0B3; by telephone 780-638-1699; by fax 780-638-6495.



For further information, please contact:

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