

Sustainable Canadian Agricultural Partnership

Competitive. Innovative. Resilient

THE ONTARIO AGRI-FOOD RESEARCH INITIATIVE- KNOWLEDGE TRANSLATION AND TRANSFER STREAM (2024) GUIDELINES

For interpretation of Guidelines, please see section 9 [Interpretation Of Guidelines](#).

1. Purpose Of the Initiative

The purpose of the Initiative is to fund agri-food research Knowledge Translation and Transfer (KTT) projects that transform new research knowledge into use through synthesis, engagement, application, and exchange among researchers and research users. It involves the dissemination of the results of applied research, pilot projects and other related activities to those who will make use of the results to benefit the agri-food sector by improving knowledge, practices, products, data and policies. While KTT activities are initiated during the applied research activities by engaging research users, the successful translation and transfer of research results mostly occurs after the applied research project is completed. These KTT projects mobilize new knowledge from research and development activities beyond regular extension activities (sharing knowledge that is known and used in practice before). This Initiative seeks to fund agri-food KTT projects submitted by Applicants from Research Bodies, Industry Organizations, Indigenous Persons, municipal governments, Processors, Primary Producers, Service Providers and Retailers/Wholesalers that possess intellectual, physical and structural capacity and network to undertake science, research and development activities and are located in Ontario.

The Ministry is committed to the principles of equity, diversity and inclusion. To meet this commitment, the Ministry has developed actions that ensure research and innovation programs are more open, accessible, equitable and respectful to all Ontarians. All research teams applying for this funding should be equipped to consider impact(s) on equity and representation of deserving groups where appropriate.

The Ministry is committed to supporting the success of Indigenous food systems and businesses. Participation by Indigenous Persons, whether as Applicants and/or participants, is strongly encouraged. All Applicants are encouraged to look at how Indigenization can influence the Project. To create opportunity within the Initiative, a broad research focus area (Indigenous Agriculture and Food System) under each of the

Research Priority Areas (RPAs) has been included (refer to Appendix A) that acknowledges Indigenous Persons who are best positioned to speak to their own applied research knowledge translation and transfer needs.

2. Term Of the Initiative

2.1. Commencement Of The Initiative

The Initiative intake will be accepting Applications from October 15, 2024 until 11:59 p.m. ET on January 13, 2025.

3. Funding For the Initiative

3.1. Maximum Funding Available To A Recipient Under the Initiative

A Recipient is eligible to receive 100% of Eligible Costs up to a maximum of \$50,000 (fifty thousand dollars) in total funding per Project under the Initiative.

3.2. Source And Amount Of Funding For the Initiative

Funding for the Initiative comes from the Sustainable CAP. Up to \$1,000,000 (one million dollars) has been allocated for the Initiative.

4. Operation Of The Initiative

4.1. Eligible And Ineligible Activities

4.1.1. Eligible Activities

The following activities are eligible under the Initiative:

- (a) agri-food (and agri-products) KTT project activities in Ontario aligned with one of the research focus areas of the Research Priority Areas noted in Appendix A;
- (b) KTT activities to translate and transfer research knowledge to research users, such as, research synthesis to recommend best practice/policy; developing user friendly web-based tools, models and other decision-making resources; KTT events and products resulting significant user uptake of new knowledge; networking, collaboration and engagement activities to translate and transfer research knowledge to users; and innovative KTT approaches for sharing research outcomes.

- (c) recruitment and training of highly qualified personnel (M.Sc. and PhD students, post-doctoral fellows), undergraduate students, temporary research technicians/assistants devoted to the Project activities;
- (d) purchase of supplies, equipment, data and information;
- (e) rental of equipment, facility and land that is required to implement Project activities;
- (f) third-party services required to carry out KTT activities; and
- (g) Project-related travel.

4.1.2. Ineligible Activities

- (a) Project activities not aligned with one of the research focus areas outlined in Appendix A;
- (b) activities entirely focused on applied research, pilot and demonstration of the prototype (not yet ready for user's adoption) or commercialization of the full-scale technology (TRL 6 and above) that are eligible under the Ontario Agri-Food Research Initiative (OAFRI) applied research, pilot and demonstration or commercialization streams;
- (c) market research, market validation type activities involved in commercialization of a technology or prototype;
- (d) KTT activities of an ongoing applied research project or pilot and demonstration project that is already funded by other funding sources for the same activities;
- (e) marketing and adoption of already commercialized technologies;
- (f) business risk management activities;
- (g) normal and on-going operating and maintenance activities;
- (h) activities that do not provide a direct benefit to the sector;
- (i) activities related to aquaponic food production, or to aquaculture, seaweed, fish and seafood production and processing;
- (j) development and enforcement of regulations;
- (k) activities which provide tax credits or rebates; and
- (l) any activity that is not set out under section 4.1.1 of the Guidelines is an ineligible activity under the Initiative.

4.2. Eligible Costs And Ineligible Costs Under the Initiative

4.2.1. Eligible Costs Under the Initiative

The following costs are eligible for the purposes of the Initiative, provided they were reasonably incurred and necessary to complete the Recipient's Project:

- (a) Costs that were incurred on or after April 1, 2025 and but on or before October 15, 2027;

- (b) Costs that reflect the actual costs to the Recipient, less any costs, including taxes, for which the Recipient has received, will receive or is eligible to receive, a rebate, credit or refund;
- (c) Direct Operating Cost - salaries: actual salary and benefit (excluding severance pay) cost for the persons employed by the Recipient (graduate and undergraduate students, post-doctoral fellows, research technicians/assistants) working directly on the Project activities. If a person is not dedicated solely to working on the Project, the salary and benefit must be pro-rated to reflect that portion of the salary and benefits;
- (d) Direct Operating Cost - supplies: Project supplies and disposables required for the Project; communication Products and knowledge transfer related costs (including honoraria for Indigenous Elders and Traditional Knowledge Keepers (maximum for partial day (three hours or less) is \$250, and \$500 for a full day), such as the organization of workshops and communication materials directly related to translation and transfer of the results or progress of the Project, including publication costs (such as peer-reviewed journals; costs related to attending a conference to present Project-related research outcomes);
- (e) Direct Operating Cost - equipment:
 - i) equipment that is essential to the Project and that would not otherwise be acquired, and that will be purchased early in the life cycle of the Project (usually in the first year);
 - ii) if purchased, is equipment which will continue to support public benefits after the Project is completed; and
 - iii) is equipment which will be rented or purchased at fair market value.

Note: For-profit businesses are only eligible for a 75% cost share of eligible capital costs (such as equipment, installation, software).

- (f) Direct Operating Cost - travel: travel expenses for Recipient's staff involved in the Project and/or third-party service providers that are in accordance with Appendix B of this Initiative that are necessary to carry out the Project (such as travel to research stations and field plots, travel to conferences);
- (g) Other Direct Operating costs: costs of third-party service providers necessary for the delivery of the Project; and
- (h) Indirect Costs: Research Bodies and Industry Organizations only may use the Indirect Cost (or overhead) rates set by their organization up to a maximum of 25% of the combined Direct Operating costs.

Despite the foregoing, the Province may approve other costs that are, in the Province's sole and absolute discretion, direct, incremental and necessary for the successful completion of the Project. These costs must be approved by the Province in writing prior to being incurred and paid.

4.2.2. Ineligible Costs Under the Initiative

The following costs are ineligible for the purposes of the Initiative:

- (a) costs to apply to the Initiative;
- (b) costs that were incurred before April 1, 2025 and after the Project Completion Date ;
- (c) salaries of the following are **not** eligible:
 - i) salaries of executives, administrative staff or board members
 - ii) permanent academic appointments
 - iii) permanent staff whose compensation is not specifically dependent on on-going research Project funding
 - iv) individuals with provincial, federal or municipal government employment
 - v) patent filing fees

These ineligible costs can be shown in the total Project budget as other sources of funding and will not be reimbursed by OAFRI funding;

- (d) costs to obtain goods, services or both, where those goods, services or both were not obtained from an entity operating at Arm's Length from the Recipient;
- (e) costs related to the Recipient's ordinary business operations (e.g., day-to-day business operating expenses related directly to producing the goods or services sold by a business, to selling goods and services, costs of running a business);
- (f) materials and supplies that are commonly used items not specific to the Project;
- (g) any travel and meal costs that do not meet the requirements or that exceed the limits set out in Appendix B;
- (h) any in-kind costs;
- (i) any alcoholic beverages;
- (j) other expenses for meetings that would occur regardless of whether the Project was occurring;
- (k) any costs that were, in the province's opinion, unreasonably incurred or are not necessary for the successful completion of the Project;
- (l) costs for which the Recipient is eligible to receive a credit, rebate or refund;
- (m) goods or services provided by federal or provincial government departments or agencies, including federally owned laboratories;
- (n) deposits (prepayments) for which goods or services are not yet fully received;
- (o) costs for training and skills development projects (outside of the research project) that fulfill any academic requirements towards completion of a diploma or degree;

- (p) honorariums unless noted otherwise;
- (q) membership costs;
- (r) purchase of land, building or facilities;
- (s) purchase of vehicles, transportation equipment, mobile material handling equipment (powered or unpowered) and construction and agriculture machinery;
- (t) financing charges, loan and lease interest payments, bank fees and charges as well as debt restructuring or fundraising;
- (u) gifts and incentives;
- (v) permits and approvals;
- (w) legal fees;
- (x) costs related to activities that promote Ontario products explicitly over those of another province or territory;
- (y) any cost associated with lobbying the province, including other ministries, agencies and organizations of the Government of Ontario or Canada, including other departments, agencies and organizations of the Government of Canada;
- (z) costs also claimed as part of Indirect Costs under section 4.2.1 (h);
- (aa) costs related to submitting reports to the Ministry; and
- (bb) any other costs that are not set out under section 4.2.1 of the Guidelines.

4.3. Eligibility Requirements

To be eligible to participate in the Initiative, an Applicant will meet the following requirements:

- (a) be a Person that is a Research Body, Industry Organization, Indigenous Person, municipal government, Processor, Primary Producer, Service Provider or Retailer/Wholesaler located in Ontario;
 - i. For the purposes of this Initiative, an eligible Research Body is a university or a college or other research centre/organization with significant capacity and focus in delivering research and development activities.
 - ii. For the purposes of this Initiative, an eligible Primary Producer is a crop or livestock producer including one engaged in production in controlled environment agriculture (such as indoor agriculture, greenhouse, vertical farm), propagator (agricultural activities), owner of fruit tree nursery, owner of packing houses (washing, packing where the product is not chopped/changed in a manner that is irreversible), biomass producer, agricultural landowner and/or renter, an employer that provides housing to international agricultural workers.
 - iii. For the purposes of this Initiative, an eligible Processor is specifically a slaughterhouse/abattoir, agri-food-processor (such as food, beverage), bio-processing company (such as food, industrial),

- (c) the maximum amount of Initiative Payments and cost shared percentage approved;
- (d) the Eligible Costs;
- (e) the date the Recipient is required to complete its Project;
- (f) the Claim submission deadline; and
- (g) the final report submission information including deadline.

The Ministry will provide an email to unsuccessful Applicants setting out a brief explanation of why they were not approved to participate in the Initiative.

4.6. Submitting Claims

A Recipient must submit its Claims to the Ministry for Eligible Costs for completion of its Project via the Ministry's claim portal. A link to the Ministry's claim portal will be provided to a Recipient after the Ministry receives a reply email to the Ministry's Approval Letter in the form and manner required in that Approval Letter.

The Claim **must** be complete and supported by true copies of all paid invoices and proofs of payment.

A proof of payment must set out in detail:

- (a) who paid for the good, service or both and their relationship to the Recipient;
- (b) who received the payment;
- (c) the goods, services or both that were provided; and
- (d) the date of the payment.

Acceptable forms of a proof of payment include:

- (a) an electronic image of a processed cheque;
- (b) a statement from a banking institution will set out to whom the processed cheque was written, or electronic payment made, and the amount; or
- (c) a credit card or debit card receipt or statement clearly identifying the amount and to whom the payment was made.

Note: If using a credit card or debit card receipt, cheque or statement as a proof of payment, the number of the credit or debt card as well as all other information, including the costs that are unrelated to the Recipient's Project, should be blacked out.

All Claims and the final report must be submitted no later than 11:59 p.m. ET on the date(s) set out in the Approval Letter. Any Claims submitted after the required date(s) will be ineligible.

4.7. Review Of Claims And Notification

The Ministry will review all Claims to determine whether the costs being claimed are eligible.

The Ministry may request additional information from the Recipient to verify the validity of a Claim. Where the Ministry requests additional information, the Recipient will provide that additional information as soon as practicable and no later than any date set out in the request. Failure to meet the requested deadline will result in those costs for which additional information was requested being deemed to be Ineligible Costs.

If the costs being claimed are Eligible Costs, an Initiative Payment will be issued for those claimed costs.

If, however, the costs being claimed are Ineligible Costs, those costs will not be reimbursed. The Ministry will notify the Recipient regarding any Ineligible Costs and provide a reason why those costs are Ineligible Costs under the Initiative.

4.8. Initiative Payments

To be eligible to receive an Initiative Payment, a Recipient **must**:

- Be registered with [Transfer Payment Ontario](#).
- Be registered for Doing business with the Government of Ontario with Supply Ontario (to receive Initiative Payments).

4.9. Loss Of Eligibility

4.9.1. Willful Submission Of False Or Misleading Information

Any Applicant or Recipient that willfully submits false or misleading information under the Initiative will:

- (a) Not be eligible to participate in the Initiative or will have their eligibility to participate in the Initiative revoked; and
- (b) Repay any Initiative Payments received under the Initiative.

4.9.2. Negligent Submission Of False Or Misleading Information

Any Applicant or Recipient that acted in a negligent manner in allowing false or misleading information to be submitted under the Initiative:

- (a) May not be eligible to participate in the Initiative or may have their eligibility to participate in the Initiative revoked; and

A Recipient will, at all times defend, indemnify and hold harmless the Indemnified Parties from and against any and all direct or indirect liability, loss, costs, damages and expenses (including legal, expert and consulting fees) in relation to any causes of actions, actions, claims, demands or other proceedings by whomever made, sustained, incurred, brought or prosecuted, arising out of, or in connection with anything done or omitted to be done by the Recipient or anyone employed by the Recipient, including subcontractors, in the course of the performance by the Recipient or anyone employed by the Recipient, including subcontractors, in carrying out the Project or otherwise in relation to the Project unless solely caused by the negligence or willful misconduct by the Indemnified Parties.

5.8. Provision Of Information

An Applicant or Recipient will provide, as the case may be, any information that is requested by Ontario or Canada as soon as practicable after the request has been made and no later than the date set out in the request.

5.9. Record-Keeping Requirements

A Recipient will keep all financial information related to any Initiative Payment for a period of seven (7) years after the Initiative Payment was deposited into the Recipient's bank account.

5.10. Audit

Ontario or Canada, including any of their delegates, may, upon providing at least 24 hours' notice beforehand, conduct an audit of an Applicant or Recipient in relation to the Initiative. The Applicant or Recipient will provide reasonable assistance to Ontario or Canada, as the case may be, including:

- (a) Access to any Person, place or thing required for auditing purposes as soon as is practicable after the request is made and no later than the date set out in the request;
- (b) Allowing for the inspection of any records that relate to the Initiative Payment;
- (c) Allowing for the copying of any records that relate to the Initiative Payment; and
- (d) The taking of pictures and other recordings.

5.11. Communications

5.11.1. Communications By the Recipient

A Recipient will not communicate about their Project or the Initiative unless the following has been met:

- (a) It has obtained the Ministry's prior written consent to communicate about the Project or the Initiative;
- (b) It follows the Communications Protocol set out in Appendix "B" for the Initiative; and

- (c) Any communications about the Project or the Initiative includes a statement that the views set out in those communications are the Recipient's and do not necessarily reflect the views of Ontario or Canada;

5.11.2. Publication Of Information By Ontario And Canada

Ontario and Canada may publish information about the Recipient and its Project, including:

- (a) The name of the Recipient;
- (b) The amount of funding the Recipient is eligible to receive under the Initiative;
- (c) The amount of Initiative Payments the Recipient received; and
- (d) A description of the Project.

5.12. Notice Regarding Change Of Ownership Or Control

A Recipient will provide notice to Ontario within five (5) Business Days of any discussions the Recipient may have where the Recipient may merge with or be acquired by another Person while participating in the Initiative.

5.13. General

5.13.1. Applying To The Initiative Does Not Create Right To Participate In the Initiative

Applying to the Initiative does not create a legal, equitable or other right to participate in the Initiative.

5.13.2. Participating In the Initiative Does Not Create Right To Receive An Initiative Payment

Participating in the Initiative does not create a legal, equitable or other right to receive an Initiative Payment.

5.13.3. Initiative Payments May Be Pro-Rated

Any Initiative Payments owing may be pro-rated in the event there is an insufficient amount of money to pay all Claims submitted under the Initiative.

5.13.4. Initiative Payment Is Income For Tax Purposes

An Initiative Payment is income for the purposes of the Income Tax Act (Canada).

5.13.5. No Assignment Of Project Or Initiative Payments

A Recipient will not assign their Project or any Initiative Payments the Recipient may be eligible to receive to another Person.

5.13.6. Ontario And Canada Not Responsible For Project Or Helping Recipient Obtain Permits

Neither Ontario nor Canada is or will be responsible for carrying out the Project or assisting the Recipient with obtaining any permits or other such authorizations to enable the Recipient to carry out the Project.

5.13.7. Initiative Payments Are Part Of A Social Or Economic Program

Initiative Payments being provided under the Initiative are for the administration of social or economic programs or the provision of direct or indirect support to members of the public in connection with social or economic policy.

5.13.8. Ontario And Applicable Federal Laws Govern

The rights and obligations under the Initiative will be governed by Ontario law and applicable federal laws of Canada.

5.13.9. Ontario Courts To Have Exclusive Jurisdiction

Ontario's courts will have exclusive jurisdiction over any dispute arising under the Initiative.

6. Collection, Use And Disclosure Of Personal Information Under The Initiative

6.1. Collection Of Personal Information

The collection of certain limited Personal Information is necessary for the proper administration of the Initiative and authorized by the Minister's Order.

6.2. Use And Disclosure Of Social Insurance Number (SIN)

If a Recipient is eligible to receive an Initiative Payment and is a sole proprietor, partner in a partnership or a member of an unincorporated entity without a CRA BN, as a condition for receiving an Initiative Payment they will consent to the use and disclosure of this Personal Information collected under the Initiative for the purposes of enforcing the terms and conditions of the Initiative, including:

- (a) Confirming the Recipient paid any applicable taxes on the Initiative Payment;
- (b) Conducting audits; and
- (c) Collecting any Overpayment or any other debt owing to Ontario or Canada arising prior to the Recipient's participation in the Initiative.

6.3. Collection Of Additional Personal Information Voluntary

An Applicant will be asked to provide certain demographic information, such as whether Indigenous Persons, women and/or youth (namely, forty years old or younger) have an ownership interest in the Applicant. Providing this information is voluntary. Should the Applicant decline to provide this information, they will still be eligible to participate in the Initiative. The responses to the questions will have no impact on the assessment of an Applicant's Application Form. An Applicant may withdraw their consent at any time and the Ministry will not share the demographic information after the consent has been withdrawn.

6.4. Use And Disclosure Of Additional Personal Information

The Personal Information referred to in paragraph 6.3 will be shared with Canada and will be used for the purpose of improving access to the Sustainable CAP and addressing barriers to accessing Initiatives under the Sustainable CAP for underrepresented and marginalised groups.

6.5. Freedom Of Information And Protection Of Privacy Act

Certain information provided under the Initiative may, with the exception of a Recipient's SIN, be subject to disclosure under the *Freedom of Information and Protection of Privacy Act* or the *Access to Information Act* (Canada). Information may also be disclosed by order of a court or tribunal, pursuant to a legal proceeding or as otherwise authorized or required by law.

7. Collection Of Debts

7.1. Collection Of Existing Debt

In the event a Recipient owes a debt to Ontario or Canada and is eligible to receive an Initiative Payment, that Initiative Payment may be set-off against the debt that the Recipient owes to Ontario or Canada.

7.2. Overpayments

Any Recipient that receives an Overpayment owes a debt to Ontario and Canada. The Recipient will repay that debt to Ontario in accordance with any directions the Ministry issues to the Recipient.

7.3. Interest

Ontario may charge interest on any Overpayment at the rate that Ontario charges for accounts receivable.

7.4. Termination Of Initiative Does Not Affect Requirement To Repay Overpayment

The termination of the Initiative does not affect a Recipient's obligation to repay any Overpayment made under the Initiative.

8. General

8.1. Authority For Initiative

The authority for the Initiative comes from the Sustainable CAP and the Minister's Order.

8.2. Conflict Resolution

In the event of a conflict or omission between the Application Form and the Guidelines, the Guidelines will prevail. In the event of a conflict or omission between the Approval Letter and the Guidelines, the Guidelines will prevail. In the event of a conflict between the Guidelines and the Minister's Order, the Minister's Order will prevail.

8.3. Amending Guidelines

The Initiative Administrator may amend the Guidelines at any time without prior notice. Any amendments to the Guidelines will be posted on the same website as where the Guidelines was originally posted. Any amendments to the Guidelines will not have a retroactive effect.

8.4. Errors And Omissions Accepted

Applicants and Recipients accept any errors and/or omissions that may be in the Guidelines.

9. Interpretation Of Guidelines

9.1. Definitions

For the purposes of the Guidelines, the terms set out in this section 9.1 of the Guidelines will have the meanings herein, unless the context indicates otherwise.

"Applicant" means a Person who has applied to participate in the Initiative.

"Application Form" means the Ministry-approved document the Applicant submits to apply to the Initiative.

"Approval Letter" means a letter from the Ministry to the Applicant informing the Applicant that they are eligible to participate in the Initiative.

“Arm’s Length” has the same meaning as set out under the *Income Tax Act* (Canada) on the date the Initiative begins, as set out under section 2.1 of the Guidelines.

“Business Days” means any working day, Monday to Friday, inclusive, but excluding statutory and other holidays and any other day in which the Ministry has elected to be closed for business.

“Canada” means His Majesty the King in Right of Canada and includes any successor.

“Claim” means a request to receive an Initiative Payment.

“Communications Products” means any public communication by the Recipient, including advertisements and notices placed in the mass media, such as newspapers, television, billboards, communiques and backgrounders, promotional materials, exhibits and trade shows, information placed on the Recipient’s website and items sent by mass distribution electronically or posted to social medial platforms.

“Communications Protocol” means the protocol set out in Appendix “B” to the Guidelines.

“CRA BN” means the Canada Revenue Agency Business Number the Canada Revenue Agency issues to businesses for tax purposes.

“Direct Operating Cost” essential expenditures that would not have been incurred had the Project not been undertaken. Accordingly, they can be directly assigned to the Project activities with a high degree of accuracy.

“Eligible Costs” means the costs set out under section 4.2.1 of the Guidelines.

“Employee” means an individual the performs work or supplies services for monetary compensation and in which that monetary compensation is reported on a T4 or other means of acceptable reporting to the Canada Revenue Agency.

“FBRN” means a farming business registration number issued under the *Farm Registration and Farm Organizations Funding Act, 1993*.

“Guidelines” means this document, as it may be amended from time to time.

“Indemnified Parties” means:

- (a) His Majesty the King in Right of Ontario, His Ministers, agents, appointees, and employees; and
- (b) His Majesty the King in Right of Canada, His Ministers, agents, appointees, and employees.

“Indigenous Person” includes:

- ☐☐ an individual who is:
 - ☐☐ Recognized as being an Indian in accordance with the *Indian Act* (Canada), or
 - ☐☐☐ Recognized as being a Métis by a Métis Nation within Canada;
- ☐☐ an individual who identified as being an Indian or Inuit and is recognized as being an Indian or Inuit by their community;
- ☐☐ a corporation:
 - ☐☐ where the majority of voting shares are owned by individuals that meet the requirements set out under paragraphs (a) or (b) of this definition,
 - ☐☐☐ where a majority of voting members on its board of directors are comprised of individuals that meet the requirements set out under paragraphs (a) or (b) of this definition, or
 - ☐☐☐☐ where a majority of shares are owned by a Band Council, as defined in the *Indian Act* (Canada) or a Métis Nation within Canada;
- ☐☐☐ a partnership where more than fifty percent (50%) of the profit or loss of the partnership is allocated to individuals that meet the requirements set out in paragraphs (a) or (b) of this definition;
- ☐☐☐ an unincorporated association where the majority of the decision-makers for that unincorporated association are comprised of individuals that meet the requirements set out under paragraphs (a) or (b) of this definition;
- ☐☐☐ a Band Council within the meaning of the *Indian Act* (Canada); or
- ☐☐☐ an organization whose primary objective is to represent entities set out in paragraphs (a) to (f) of this definition.

“Indigenization” means the integration of Indigenous worldviews, knowledge and perspectives into the structures of an institution.

“Indirect Cost” means the operational costs that underpin an institution’s research activities (such as heating, lighting, ethics reviews, facilities for animals used in research, management of intellectual property, environmental assessment and safety compliance, equity, diversity and inclusion training). The services that give rise to indirect costs are institutionally based and are not specific to individual research grants.

“Industry Organization” means a Person that is made up of one or more Primary Producers, Processors or other entities involved in the agri-food sector.

“Ineligible Costs” means the costs set out under section 4.2.2 of the Guidelines.

“Initiative” means Ontario Agri-Food Research Initiative (OAFRI) - KTT Stream.

“Initiative Payment” means the direct or indirect provision of money under the Initiative.

“Knowledge Translation and Transfer” (KTT) means transformation of research knowledge into use through synthesis, exchange, dissemination, dialogue, collaboration and brokering among researchers and research users. It involves the dissemination of the results of research and other initiatives and activities, to those who will make use of the results. These projects mobilize new knowledge from research and development activities that are different from the regular extension activities (sharing knowledge that is known and used in practice before).

“Minister’s Order” means Minister’s Order 0005/2023

“Ministry” means the Ministry of Agriculture, Food and Rural Affairs.

“NAICS Code” NAICS is an industry classification system developed by the statistical agencies of Canada, Mexico, and the United States. Created against the background of the North American Free Trade Agreement, it is designed to provide common definitions of the industrial structure of the three countries and a common statistical framework to facilitate the analysis of the three economies. NACIS (North American Industry Classification System).

“Ontario” means His Majesty the King in Right of Ontario and includes any successor.

“Overpayment” means an Initiative Payment to which the Recipient:

- (a) Was not eligible to receive at the time the Recipient received the Initiative Payment; or
- (b) Ceases to be eligible to receive at any time after the Recipient received the Initiative Payment.

“Person” means a legal entity.

“Personal Information” means as defined in section 2 of the *Freedom of Information and Protection of Privacy Act*.

“Premises ID Number” means a unique identifier assigned by Ontario pursuant to the Minister’s Order.

“Primary Producer” A Person that is involved in the primary production of an agricultural product and includes an owner of the land who rents their land to a Primary Producer. For additional eligibility details please see section 4.3 Eligibility Requirements.

“Processor” A Person that processes an agricultural product from one form to another form that is irreversible in nature within the overall agri-food supply chain, whether or not the agricultural product is used for human consumption. For

greater certainty, this includes cutting, packaging and washing. For additional eligibility details please see section 4.3 Eligibility Requirements.

“Project” means the undertaking the Recipient carries out under the Initiative.

“P/T/M Government” means a provincial, territorial or municipal government and includes any combination thereof.

“Recipient” means an Applicant that has been approved to participate in the Initiative and is eligible to receive or has received an Initiative Payment.

“Requirements Of Law” means statutes, regulations, by-laws, ordinances, codes, official plans, rules, approvals, permits, licenses, authorizations, orders, decrees, injunctions, directions, directives and agreements, as they may be amended from time to time.

“Research Body” means a corporate entity or partnership that has the capacity to undertake science, research, development, innovation, commercialization and knowledge transfer activities. The corporate entity must possess intellectual, physical and structural capacity and networks. For additional eligibility details please see section 4.3 Eligibility Requirements.

“Research Priority Area” means one of the high-level agri-food research topics as outlined in Appendix A (such as food safety, animal health and welfare, plant health and protection). A Research Priority Area may have more than 1 sub-topic that are called **Research Focus Areas** (Appendix A).

“Retailer/Wholesaler” means a Person that:

- (a) Ultimately sells to the consumer, as it relates to a Retailer; or
- (b) A middle person who buys agricultural-based products from importers, manufacturers and other wholesalers and resells them to retailers, other wholesalers, industrial and commercial users or foreign markets, as it relates to a Wholesaler.

“Service Provider” means a Person that provides products, services or both to the agricultural sector.

“SIN” means Social Insurance Number.

“Sustainable CAP” means the Sustainable Canadian Agricultural Partnership Strategic Initiatives Program, as established by the Minister’s Order.

“Sustainable CAP” means the Sustainable Canadian Agricultural Partnership.

“[Technology Readiness Level](#)” (TRL) means a measurement system used to assess the maturity level of a particular technology (a product, process, practice or system). At the TRL 1 (lowest), scientific research begins and results are translated

into future research and development. At TRL 6, technology has a fully functional prototype or model demonstrated at a pilot scale. TRL 9 is the highest level, when a technology development is proven to be successful under full range of operational or real-world condition before commercially available.

9.2. Interpretation Of Guidelines

For the purposes of interpreting the Guidelines:

- (a) Words in the singular include the plural and vice versa;
- (b) The headings do not form part of the Guidelines – they are for reference purposes only and will not affect the interpretation of the Guidelines;
- (c) Any reference to dollars or currency will be to Canadian dollars and currency, unless indicated otherwise;
- (d) Any reference to a statute means a statute of the Province of Ontario, unless indicated otherwise;
- (e) Any reference to a statute is to that statute and to the regulations made pursuant to that statute as they may be amended and to any statute or regulations that may be passed or made that have the effect of supplanting or superseding that statute or regulation, unless indicated otherwise;
- (f) Any reference to a Minister's Order is a reference to that Minister's Order as it may be amended and to any Minister's Order that has the effect of supplanting or superseding that Minister's Order, unless indicated otherwise;
- (g) All accounting terms used herein will be interpreted in accordance with the Generally Accepted Accounting Principles used in Canada; and
- (h) The words "include", "includes" and "including" denote that the subsequent list is not exhaustive.

APPENDIX "A"- Research Priorities

RESEARCH PRIORITY AREA (RPA)S AND RESEARCH FOCUS AREAS(RFA)

A KTT project **must** fit into one of the RFAs under the **ten RPAs** listed below. RFAs are various priority sub-topics under an RPA.

RPA 1: food safety

Food safety KTT projects enhance public confidence in the sector by generating new knowledge to deliver creative and enhanced food safety solutions. New research should aim to anticipate, detect, mitigate and/or reduce food safety hazards throughout the supply chain. Food safety KTT projects should accelerate transfer of new knowledge to address food safety issues specific to food grown and/or processed in Ontario.

The proposals submitted in this area must fit to one of the following RFAs:

- climate change impacts and resiliency
- detection and surveillance
- innovative and disruptive technologies or practices
- multi-disciplinary research to address integrated priorities
- performance measurement
- Indigenous agriculture and food systems

RPA 2: plant health and protection

Plant health and protection KTT projects provide pest management and monitoring solutions for Ontario crops.

The proposals submitted in this area must fit to one of the following RFAs:

- biology of emerging pests
- innovative and disruptive technologies or practices
- integrated pest management
- pathway analysis
- Indigenous agriculture and food systems

RPA 3: animal health and welfare

Animal health and welfare KTT projects enhance public confidence in the sector by delivering solutions on animal health, emergency management and animal welfare expectations and demands. Translation and transfer of new knowledge from applied research should aim to anticipate, detect, mitigate and/or reduce animal health hazards and antimicrobial use along the supply chain.

The proposals submitted in this area must fit to one of the following RFAs:

- development of Best Management Practices (BMPs)
- emergency management
- innovative and disruptive technologies or practices
- Indigenous agriculture and food systems

RPA 4: competitive production systems

Competitive production systems KTT projects improve production efficiency, productivity, competitiveness and public trust efforts of the primary agriculture and the food and beverage processing through innovation in production technology development and adoption to optimize cost of production.

The proposals submitted in this area must fit to one of the following RFAs:

- climate Change Resiliency
- improved Management and Processes innovative and disruptive technologies or practices
- input use efficiency
- labour access/efficiencies
- Indigenous agriculture and food systems

RPA 5: trade, market and targeted sector growth

This RPA seeks to support KTT projects to stimulate growth of the overall agri-food sector through expansion of existing and access to new domestic and international markets and improve economic performance of identified priority sub-sectors and increased production of niche and/or value-add products.

The proposals submitted in this area must fit to one of the following RFAs:

- domestic market analysis
- global market analysis
- targeted sector growth

RPA 6: innovative products and product improvement

This RPA seeks to support KTT projects to enhance competitiveness, profitability and growth of the agri-food sector through Identification verification, validation, demonstration and adoption of new, innovative and disruptive technologies and practices to support a resilient and sustainable agriculture and food sector.

The proposals submitted in this area must fit to one of the following RFAs:

- innovative and disruptive technologies or practices
- new product development
- Indigenous agriculture and food systems

RPA 7: sustainable production systems

This RPA seeks to support KTT projects to strengthen the sustainability of, and public sector confidence in, the agri-food sector (primary production and processing) by improving their water, energy and input efficiencies as well as augmenting resource recovery and reducing waste production and greenhouse gas emissions.

The proposals submitted in this area must fit to one of the following RFAs:

- Analysis of BMP Adoption

- Best management practice development
- climate change impacts and resiliency
- environmental impacts of management practices
- innovative and disruptive technologies or practices
- multi-disciplinary Research to Address Integrated Priorities
- Indigenous agriculture and food systems

RPA 8: soil health

This RPA seeks to support KTT projects to protect and enhance agricultural soil health supporting improved public confidence in the sector to deliver on sustainability expectations.

The proposals submitted in this area must fit to one of the following RFAs:

- baseline soil health information
- best management practice development
- environmental impact of management practices
- Indigenous agriculture and food systems

RPA 9: water quality and quantity

This RPA seeks to support KTT projects to protect and enhance water quality and quantity supporting improved public confidence in the primary agriculture and the food and beverage processing sectors to deliver on sustainability expectations.

The proposals submitted in this area must fit to one of the following RFAs:

- Analysis of best management practice development
- best management practice development
- climate change impacts and resiliency
- environmental impact of management practices
- Indigenous agriculture and food systems
- innovative and disruptive technologies or practices

RPA 10: productive land capacity

This RPA seeks to support KTT projects to transfer new knowledge on land use policies that contribute to a secure land base and allows the agri-food sector to grow, thrive and succeed.

The proposals submitted in this area must fit to one of the following RFAs:

- evidence to support land use policies
- Indigenous agriculture and food systems

APPENDIX “B”

TRANSPORTATION, MEAL AND HOTEL COSTS

B.1 Alternatives to Transportation. Audio or video conferencing is to be used whenever possible, as an alternative to transportation. Whenever possible, the least expensive means of communications is to be used. Where audio or video conferencing is demonstrated not to be possible, the Recipient may use transportation as set out below:

B.2 Local Public Transportation. Local public transportation (including hotel/airport shuttles if hotel/air travel is permitted) are to be used wherever possible.

B.3 Rental Vehicles. A compact model of rental vehicle or its equivalent is required unless another type is demonstrated to be more economical and practical, taking into account the purpose of the activities under the Project, number of occupants and safety (including weather) considerations. Luxury and sports vehicles are prohibited.

The Ministry will reimburse for gasoline or for electricity/charging costs for the rental vehicle used for the Project.

B.4 Personal Vehicle. A personal vehicle may be used provided the Project-related use is tracked with distances calculated in kilometers and a travel log is submitted by the Recipient to the Ministry. The Ministry will reimburse according to the following maximum rates for travelling (per kilometer) in a personal vehicle, based on kilometers accumulated from the date the Ministry allowed the Recipient to incur costs to the date the Recipient’s Project is required to be completed:

MAXIMUM ALLOWANCE	SOUTHERN ONTARIO (\$ PER KM)	NORTHERN ONTARIO (\$ PER KM)
0 – 4,000 km	\$0.40	\$0.41
4,001 – 10,700 km	\$0.35	\$0.36
10,701 – 24,000 km	\$0.29	\$0.30
More than 24,000 km	\$0.24	\$0.25

B.5 Parking and Tolls. The Ministry may provide reimbursement for:

- (a) Parking; and
- (b) Tolls for bridges, ferries and highways

incurred by the Recipient when driving any vehicle.

B.6 No Reimbursement. The Ministry will assume no financial responsibility and will not provide reimbursement for fees/penalties incurred, including for:

- (a) Traffic or parking violations when driving any vehicle;
- (b) Failing to refuel or recharge the rental car before returning it;
- (c) Cancellation of rental car reservation; or
- (d) Damage to any vehicle.

B.7 Rail and Air Transportation. Rail and air transportation is permitted if it is demonstrated to be the most practical and economical way to travel.

- (a) **Rail travel:** Economy (coach) class is the standard option for ticket purchase. The lowest available train fare appropriate to particular itineraries is required to be booked and bookings are required to be made as far in advance as possible.

Business class is only appropriate on a train in the following limited circumstances:

- i) Business class is the lowest fare;
- ii) The choice of travel time allows other costs to be reduced; or
- iii) There are specific health (accommodation) requirements for persons with disabilities; and

- (b) **Air Travel:** Economy class is the standard option for ticket purchase. The lowest available airfares appropriate to particular itineraries are required to be booked and bookings are required to be made as far in advance as possible.

B.8 Taxis and Ride-Hailing Services. The Recipient may only be approved for reimbursement for taxi fare, including a tip of up to ten percent (10%), or fare for a ride hailing service excluding a tip, in cases where it can be demonstrated to the satisfaction of the Ministry that:

- (a) Group travel by taxi/ride hailing service is more economical than the total cost of individuals travelling separately by public transit or shuttle; or
- (b) Taking a taxi/ride hailing service allows an unusually tight schedule for the Project to be met; and
 - i) The taxi/ride hailing service is regulated and appropriately insured in the city in question; and
 - ii) The vehicle is a standard (not premium) vehicle.

B.9 Hotels. Single accommodation in a standard hotel room is permitted. There will be no reimbursement for additional charges including:

- (a) Premium accommodation such as hotel suites, executive floors or concierge levels;
- (b) Costs associated with cancellation of reservations; and

(c) Damage to the hotel room.

B.10 Meals. Reasonable and appropriate costs for restaurant/prepared food may be permitted while traveling away from the regular work area for the Project. Reimbursement will not be provided for meals consumed at home or included in any other costs including the cost of transportation, hotels, seminars or conferences. Alcohol and Cannabis products will not be reimbursed.

B.11 Meal Costs in Canada are subject to the per diem rate of up to forty-five dollars (\$45), including taxes and gratuities.

B.12 Meal costs outside of Canada are subject to the per diem rate of \$150 (in CAD), taxes and gratuities are included in this rate.

APPENDIX “C”

COMMUNICATIONS PROTOCOL

C.1 General. The Recipient will apply the following principles and objectives to communications for the Project:

- (a) Ensure coordination and consistency of the look, feel and tone of all Communication Products under the Sustainable CAP;
- (b) Communicate relevant Project information; and
- (c) Ensure appropriate credit is given to Canada and the Province of Ontario.

C.2 Communications Contacts. The Recipient will designate one or more communications contacts to be responsible for obtaining consent from the Ministry on matters relating to Communications Products. The communications contact(s) will work directly with the Ministry to obtain any required consent from Canada and the Ministry. The Recipient will flag any potential media issues to the Ministry.

C.3 News Releases And News Conferences. Without limiting the generality of the foregoing, the Recipient, through their communications contacts(s), will:

- (a) Ensure that, prior to publishing any news releases created, it will obtain:
 - (i) Approval by the Ministry; and
 - (ii) Include quotes from Canada and the Ministry, unless either Canada or the Ministry declines to participate.

To that end, the Recipient will provide a minimum of ten (10) Business Days to Ontario to review draft news releases; and

- (b) Provide a minimum of ten (10) Business Days’ notice to the Ministry, of planned news conferences organized by the Recipient in order to facilitate the

attendance of Canada and the Ministry. The date for the news conference and other logistical considerations will be negotiated between the Recipient and the Ministry.

C.4 Graphic Standard Including Identification Of Canada And the Province Of Ontario. The Recipient will, for all Communications Products it develops for the Project:

- (a) Obtain from the Ministry and comply with the “*Sustainable Canadian Agricultural Partnership Graphic Standards Guide*” (‘Guide’), as amended from time to time; and
- (b) Use the updated version of the *Guide* from the date the Ministry provides the Recipient with same should the *Guide* be amended during the course of the Recipient’s Project.

Without limiting the generality of the foregoing, the Recipient will ensure:

- (a) Canada and the Province of Ontario’s wordmarks will be used when the full Sustainable CAP graphic look, the simplified Sustainable CAP look or the Sustainable CAP graphic identifier is used;
- (b) Canada and the Province of Ontario’s wordmarks will be prominently placed and equally prominent in size; and
- (c) No other identifier or wordmark will be more prominent than Canada and the Province of Ontario’s wordmarks. The size of Canada and the Province of Ontario’s wordmarks will be measured by the height of the “a” in the words “Canada” and “Ontario”.

C.5 Review. For the purposes of the review of Communications Products, the following will apply:

- (a) The Recipient will ensure that all Communications Products created by the Recipient are sent to the Ministry’s communications contact for review; and
- (b) The Ministry’s communications contact will make best efforts to have the materials reviewed by Canada, and returned to the Recipient, within five (5) Business Days. Additional time may be required in extenuating circumstances, as deemed necessary by the Ministry’s communications contact.

C.6 Retention. The Recipient will keep a record of each Communications Product in accordance with the requirements in the Guidelines, and shall, upon request from either Canada or the Ministry, produce copies of any Communications Products.

C.7 Language. The Recipient may produce Communications Products in the English language only provided there is no other requirement in the Approval Letter for Communications Products to be provided in the French language. If the Recipient is required to provide Communications Products in both English and French, the Recipient must ensure the quality of the translated documents.

C.8 Communications Materials Created By Canada And the Ministry. The Ministry’s communications officer will make best efforts to share with the Recipient any communications materials created by Canada and the Ministry that mention the Recipient.

APPENDIX “D”

NAICS CODES FOR APPLICATION FORM

D.1 Best-Fit NAICS Codes. The Applicant must choose the best-fit NAICS Codes from the list below to insert in its Application Form:

Code	Class title	Class definition
111110	Soybean farming	This Canadian industry comprises establishments primarily engaged in growing soybeans.
111120	Oilseed (except soybean) farming	This Canadian industry comprises establishments primarily engaged in growing fibrous plants that produce oilseeds.
111130	Dry pea and bean farming	This Canadian industry comprises establishments primarily engaged in growing dry peas, beans and lentils.
111140	Wheat farming	This Canadian industry comprises establishments primarily engaged in growing wheat.
111150	Corn farming	This Canadian industry comprises establishments primarily engaged in growing corn.
111160	Rice farming	This Canadian industry comprises establishments primarily engaged in growing rice, except wild rice.
111190	Other grain farming	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in growing grains.
111211	Potato farming	This Canadian industry comprises establishments primarily engaged in growing potatoes, yams and seed potatoes.

111219	Other vegetable (except potato) and melon farming	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in growing vegetables and melons.
111310	Orange groves	This Canadian industry comprises establishments primarily engaged in growing oranges.
111320	Citrus (except orange) groves	This Canadian industry comprises establishments primarily engaged in growing citrus fruit, except oranges.
111330	Non-citrus fruit and tree nut farming	This Canadian industry comprises establishments primarily engaged in growing tree nuts and non-citrus fruit.
111411	Mushroom production	This Canadian industry comprises establishments primarily engaged in growing mushrooms under cover.
111412	Cannabis grown under cover	This Canadian industry comprises establishments primarily engaged in growing cannabis under glass or protective cover.
111419	Other food crops grown under cover	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in growing food crops under glass or protective cover.
111421	Nursery and tree production	This Canadian industry comprises establishments primarily engaged in growing, under cover or in open fields, nursery products and trees and short rotation woody crops, for pulp and tree stock, that have a typical growth cycle of less than ten years.
111422	Floriculture production	This Canadian industry comprises establishments primarily engaged in growing, under cover or in open fields, floriculture products and propagating materials.
111910	Tobacco farming	This Canadian industry comprises establishments primarily engaged in growing tobacco.

111940	Hay farming	This Canadian industry comprises establishments primarily engaged in growing hay, grasses and mixed hay.
111993	Fruit and vegetable combination farming	This Canadian industry comprises establishments primarily engaged in growing a combination of fruit and vegetables.
111994	Maple syrup and products production	This Canadian industry comprises establishments primarily engaged in gathering maple sap and producing maple products.
111995	Cannabis grown in open fields	This Canadian industry comprises establishments primarily engaged in growing cannabis in open fields.
111999	All other miscellaneous crop farming	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in growing crops.
112110	Beef cattle ranching and farming, including feedlots	This Canadian industry comprises establishments primarily engaged in raising and fattening cattle.
112120	Dairy cattle and milk production	This Canadian industry comprises establishments primarily engaged in milking dairy cattle.
112210	Hog and pig farming	This Canadian industry comprises establishments primarily engaged in raising hogs and pigs.
112310	Chicken egg production	This Canadian industry comprises establishments primarily engaged in raising chickens for the production of eggs, including hatching eggs.
112320	Broiler and other meat-type chicken production	This Canadian industry comprises establishments primarily engaged in raising chickens for the production of meat.

112330	Turkey production	This Canadian industry comprises establishments primarily engaged in raising turkeys.
112340	Poultry hatcheries	This Canadian industry comprises establishments primarily engaged in hatching poultry of any kind.
112391	Combination poultry and egg production	This Canadian industry comprises establishments primarily engaged in raising any combination of poultry for meat and egg production, with no one predominating.
112399	All other poultry production	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in raising poultry.
112410	Sheep farming	This Canadian industry comprises establishments primarily engaged in raising sheep and lambs, and feeding or fattening lambs.
112420	Goat farming	This Canadian industry comprises establishments primarily engaged in raising goats.
112910	Apiculture	This Canadian industry comprises establishments primarily engaged in raising bees, collecting and gathering honey, and performing other apiculture activities.
112920	Horse and other equine production	This Canadian industry comprises establishments primarily engaged in raising horses, mules, donkeys and other equines.
112930	Fur-bearing animal and rabbit production	This Canadian industry comprises establishments primarily engaged in raising fur-bearing animals, including rabbits.
112991	Animal combination farming	This Canadian industry comprises establishments primarily engaged in raising a combination of animals, with no one predominating.

112999	All other miscellaneous animal production	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in raising animals.
113110	Timber tract operations	This Canadian industry comprises establishments primarily engaged in the operation of timber tracts, for the purpose of selling standing timber.
114114	Freshwater fishing	This Canadian industry comprises establishments primarily engaged in catching or gathering freshwater species of finfish and shellfish, and harvesting other freshwater products.
114210	Hunting and trapping	This Canadian industry comprises establishments primarily engaged in commercial hunting and trapping, and operating and managing commercial game preserves.
115110	Support activities for crop production	This Canadian industry comprises establishments primarily engaged in providing support activities for growing crops.
115210	Support activities for animal production	This Canadian industry comprises establishments primarily engaged in providing support activities related to raising livestock.
221119	Other electric power generation	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in the generation of electricity, using sources such as wind, solar or tidal energy.
221310	Water supply and irrigation systems	This Canadian industry comprises establishments primarily engaged in operating water collection, treatment and distribution systems for domestic and industrial needs.
311111	Dog and cat food manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing dog and cat food.

311119	Other animal food manufacturing	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in manufacturing animal food.
311211	Flour milling	This Canadian industry comprises establishments primarily engaged in grinding grains, fruits or vegetables, except rice.
311214	Rice milling and malt manufacturing	This Canadian industry comprises establishments primarily engaged in milling rice; cleaning and polishing rice; manufacturing rice flour or meal; or manufacturing malt from barley, rye or other grains.
311221	Wet corn milling	This Canadian industry comprises establishments primarily engaged in wet-milling corn and other vegetables.
311224	Oilseed processing	This Canadian industry comprises establishments primarily engaged in crushing oilseeds and tree nuts and extracting oils.
311225	Fat and oil refining and blending	This Canadian industry comprises establishments primarily engaged in manufacturing fats and oils by processing crude or partially refined oils, for example deodorizing them; or blending purchased fats and oils.
311230	Breakfast cereal manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing breakfast cereal foods.
311310	Sugar manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing raw sugar, sugar syrup and refined sugar from sugar cane, raw cane sugar or sugar beets.
311340	Non-chocolate confectionery manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing non-chocolate confectionery.
311351	Chocolate and chocolate confectionery manufacturing from cacao beans	This Canadian industry comprises establishments primarily engaged in shelling, roasting and grinding cacao beans into chocolate cacao products and chocolate confectionery.

311352	Confectionery manufacturing from purchased chocolate	This Canadian industry comprises establishments primarily engaged in manufacturing chocolate confectionery from purchased chocolate.
311410	Frozen food manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing frozen fruits and vegetables; and frozen dinners and side dishes of several ingredients, except seafood.
311420	Fruit and vegetable canning, pickling and drying	This Canadian industry comprises establishments primarily engaged in preserving fruits and vegetables by canning, pickling, brining and dehydrating. Canning uses heat sterilization; pickling uses vinegar solutions and brining uses salt solutions.
311511	Fluid milk manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing milk and processed milk products.
311515	Butter, cheese, and dry and condensed dairy product manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing butter, cheese, and dry and condensed dairy products.
311520	Ice cream and frozen dessert manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing ice cream and other frozen desserts.
311614	Rendering and meat processing from carcasses	This Canadian industry comprises establishments primarily engaged in rendering animal fat, bones and meat scraps; or preparing meat and meat by-products from carcasses.
311615	Poultry slaughtering and processing	This Canadian industry comprises establishments primarily engaged in slaughtering poultry and small game or preparing processed poultry and small game meat and meat by-products.
311616	Beef cattle slaughtering	This Canadian industry comprises establishments primarily engaged in slaughtering beef cattle.

311617	Hog slaughtering	This Canadian industry comprises establishments primarily engaged in slaughtering hogs.
311619	Other animal slaughtering	This Canadian industry comprises establishments primarily engaged in slaughtering animals, except beef cattle, hogs, poultry and small game.
311710	Seafood product preparation and packaging	This Canadian industry comprises establishments primarily engaged in canning seafood, including soup; smoking, salting and drying seafood; preparing fresh fish by removing heads, fins, scales, bones and entrails; shucking and packing fresh shellfish; processing marine fats and oils; and freezing seafood.
311811	Bakeries, manufacture of products for retail sale	This Canadian industry comprises establishments primarily engaged in manufacturing bakery products, for sale to the general public, for consumption off the premises. Establishments in this industry make bakery products from flour, not from prepared doughs.
311814	Commercial bakeries and frozen bakery product manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing bakery products, other than for sale to the general public. Establishments primarily engaged in manufacturing frozen baked products are included. Establishments in this industry make bakery products from flour, not from prepared doughs.
311821	Cookie and cracker manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing cookies, crackers, biscuits and similar products.
311824	Flour mixes, dough and pasta manufacturing from purchased flour	This Canadian industry comprises establishments primarily engaged in manufacturing either dry pasta, prepared flour mixes or dough from purchased flour.
311830	Tortilla manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing tortillas.

311911	Roasted nut and peanut butter manufacturing	This Canadian industry comprises establishments primarily engaged in salting, roasting, drying, cooking or canning nuts; processing grains or seeds into snacks; or manufacturing peanut butter.
311919	Other snack food manufacturing	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in manufacturing snack foods.
311920	Coffee and tea manufacturing	This Canadian industry comprises establishments primarily engaged in roasting coffee; manufacturing coffee and tea extracts and concentrates, including instant and freeze dried; blending tea; or manufacturing herbal tea.
311930	Flavouring syrup and concentrate manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing soft drink concentrates and syrup, and related products for soda fountain use or for making soft drinks.
311940	Seasoning and dressing manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing dressings and seasonings.
311990	All other food manufacturing	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in manufacturing food.
312110	Soft drink and ice manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing soft drinks, ice or bottled water. Water-bottling establishments in this industry purify the water before bottling it.
312120	Breweries	This Canadian industry comprises establishments primarily engaged in brewing beer, ale, malt liquors and non-alcoholic beer.
312130	Wineries	This Canadian industry comprises establishments primarily engaged in manufacturing wine or brandy, from grapes or other fruit.

312140	Distilleries	This Canadian industry comprises establishments primarily engaged in distilling liquor, except brandy; blending liquor; or blending and mixing liquor and other ingredients.
312210	Tobacco stemming and redrying	This Canadian industry comprises establishments primarily engaged in stemming or redrying tobacco. These establishments perform the final sorting, grading, redrying, treating and packing of tobacco leaves, and they typically age the tobacco.
312220	Tobacco product manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing cigarettes and other tobacco products.
312310	Cannabis product manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing products made from cannabis plants with a level of tetrahydrocannabinol (THC) greater than 0.3%.
313110	Fibre, yarn and thread mills	This Canadian industry comprises establishments primarily engaged in spinning yarn from fibres; texturing, throwing or twisting man-made fibre filaments or purchased yarns; or manufacturing thread for sewing, crocheting, embroidery, tatting and similar uses.
322299	All other converted paper product manufacturing	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in manufacturing converted paper products, from purchased paper.
325189	All other basic inorganic chemical manufacturing	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in manufacturing inorganic chemicals.
325190	Other basic organic chemical manufacturing	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in manufacturing basic organic chemicals.

325210	Resin and synthetic rubber manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing synthetic resins, plastics materials and synthetic rubber from basic organic chemicals.
325313	Chemical fertilizer (except potash) manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing nitrogenous and phosphoric fertilizer materials and mixing these ingredients with other ingredients into fertilizers.
325314	Mixed fertilizer manufacturing	This Canadian industry comprises establishments primarily engaged in mixing ingredients produced elsewhere into fertilizers.
325320	Pesticide and other agricultural chemical manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing agricultural chemicals, except fertilizers.
325410	Pharmaceutical and medicine manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing drugs, medicines and related products for human or animal use.
333110	Agricultural implement manufacturing	This Canadian industry comprises establishments primarily engaged in manufacturing machinery for use in performing farm operations, such as the preparation and maintenance of soil; planting, harvesting or threshing; field spraying; and preparing crops for market; or for use in horticultural and residential lawn care.
411110	Live animal merchant wholesalers	This Canadian industry comprises establishments primarily engaged in wholesaling live animals.
411120	Oilseed and grain merchant wholesalers	This Canadian industry comprises establishments primarily engaged in wholesaling oilseeds and grains. Establishments operating grain elevators (except those primarily engaged in storage) are included.

411130	Nursery stock and plant merchant wholesalers	This Canadian industry comprises establishments primarily engaged in wholesaling nursery stock and plants.
411190	Other farm product merchant wholesalers	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in wholesaling crude, unprocessed farm products.
413110	General-line food merchant wholesalers	This Canadian industry comprises establishments primarily engaged in wholesaling a general line of food products.
413120	Dairy and milk products merchant wholesalers	This Canadian industry comprises establishments primarily engaged in wholesaling processed milk and other dairy products.
413130	Poultry and egg merchant wholesalers	This Canadian industry comprises establishments primarily engaged in wholesaling dressed poultry and eggs.
413140	Fish and seafood product merchant wholesalers	This Canadian industry comprises establishments primarily engaged in wholesaling fresh, cured or frozen fish and seafood products, except packaged.
413150	Fresh fruit and vegetable merchant wholesalers	This Canadian industry comprises establishments primarily engaged in cleaning, sorting, repackaging and wholesaling fresh fruit and vegetables. These establishments typically supply retailers.
413160	Red meat and meat product merchant wholesalers	This Canadian industry comprises establishments primarily engaged in wholesaling fresh, frozen (except frozen packaged), cured and cooked meats.

413190	Other specialty-line food merchant wholesalers	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in wholesaling specialized lines of food, including canned foods and packaged frozen foods.
413210	Non-alcoholic beverage merchant wholesalers	This Canadian industry comprises establishments primarily engaged in wholesaling non-alcoholic beverages.
413220	Alcoholic beverage merchant wholesalers	This Canadian industry comprises establishments primarily engaged in wholesaling alcoholic beverages.
413410	Cannabis merchant wholesalers	This Canadian industry comprises merchant wholesalers primarily engaged in wholesaling crude, unprocessed cannabis and cannabis products.
417110	Farm, lawn and garden machinery and equipment merchant wholesalers	This Canadian industry comprises establishments primarily engaged in wholesaling new or used farm, lawn and garden machinery, equipment and parts.
418310	Agricultural feed merchant wholesalers	This Canadian industry comprises establishments primarily engaged in wholesaling animal feed.
418320	Seed merchant wholesalers	This Canadian industry comprises establishments primarily engaged in wholesaling seeds for field crops, flowers and plants, garden seeds and grass seeds.
418390	Agricultural chemical and other farm supplies merchant wholesalers	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in wholesaling agricultural chemicals, such as fertilizers, herbicides, pesticides and farm supplies; or a combination of goods classified to other industries in this industry group, with none predominating.

445110	Supermarkets and other grocery retailers (except Convenience retailers)	This Canadian industry comprises establishments, known as supermarkets and grocery retailers, primarily engaged in retailing a general line of food, such as canned, dry and frozen foods; fresh fruits and vegetables; fresh and prepared meats, fish, poultry, dairy products, baked products and snack foods.
445230	Fruit and vegetable markets	This Canadian industry comprises establishments primarily engaged in retailing fresh fruits and vegetables.
445240	Meat markets	This Canadian industry comprises establishments primarily engaged in retailing fresh, frozen, or cured meats and poultry.
445250	Fish and seafood markets	This Canadian industry comprises establishments primarily engaged in retailing fresh, frozen, or cured fish and seafood products.
445291	Baked goods retailers	This Canadian industry comprises establishments primarily engaged in retailing baked goods not baked on the premises and not for immediate consumption.
445298	All other specialty food retailers	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in retailing specialty foods.
445320	Beer, wine and liquor retailers	This Canadian industry comprises establishments primarily engaged in retailing packaged alcoholic beverages, such as beer, wine and liquor.
456191	Food (health) supplement retailers	This Canadian industry comprises establishments primarily engaged in retailing food supplement products, such as vitamins, nutrition supplements and body enhancing supplements.
459992	Beer and wine-making supplies retailers	This Canadian industry comprises establishments primarily engaged in retailing beer and wine-making supplies and equipment.

459993	Cannabis retailers	This Canadian industry comprises establishments primarily engaged in retailing cannabis and cannabis products.
541380	Testing laboratories	This Canadian industry comprises establishments primarily engaged in providing physical, chemical and other analytical testing services.
541619	Other management consulting services	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in providing advice and assistance to other organizations on management issues.
541620	Environmental consulting services	This Canadian industry comprises establishments primarily engaged in providing advice and assistance to other organizations on environmental issues, such as the control of environmental contamination from pollutants, toxic substances and hazardous materials. These establishments identify problems, measure and evaluate risks and recommend solutions. They employ a multi-disciplined staff of scientists, engineers and other technicians, with expertise in areas such as air and water quality, asbestos contamination, remediation and environmental law.
541690	Other scientific and technical consulting services	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in providing advice and assistance to other organizations on scientific and technical issues.
541710	Research and development in the physical, engineering and life sciences	This Canadian industry comprises establishments primarily engaged in conducting research and experimental development in physical, engineering and life sciences, such as electronics, computers, chemistry, oceanography, geology, mathematics, physics, environmental, medicine, health, biology, botany, biotechnology, agriculture, fisheries, forestry, pharmacy, veterinary and other allied subjects.

541720	Research and development in the social sciences and humanities	This Canadian industry comprises establishments primarily engaged in conducting research and analyses in education, sociology, psychology, language, economics, law and other social sciences and humanities.
541940	Veterinary services	This Canadian industry comprises establishments of licensed veterinary practitioners primarily engaged in the practice of veterinary medicine, dentistry, or surgery for animals.
541990	All other professional, scientific and technical services	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in the provision of professional, scientific or technical services.
562110	Waste collection	This Canadian industry comprises establishments primarily engaged in collecting and hauling non-hazardous or hazardous waste within a local area.
562210	Waste treatment and disposal	This Canadian industry comprises establishments primarily engaged in operating land fill sites, incinerators, or other treatment or disposal facilities for non-hazardous or hazardous waste.
562910	Remediation services	This Canadian industry comprises establishments primarily engaged in the remediation and clean-up of contaminated buildings, mine sites, soil or ground water.
562990	All other waste management services	This Canadian industry comprises establishments, not classified to any other Canadian industry, primarily engaged in waste management activities.
611110	Elementary and secondary schools	This Canadian industry comprises establishments primarily engaged in providing academic courses that comprise a basic preparatory education, that is, Kindergarten to Grade 12.

611210	Community colleges and C.E.G.E.P.s	This Canadian industry comprises establishments primarily engaged in providing academic, or academic and technical courses and granting associate degrees, certificates or diplomas that are below the university level. The requirement for admission to an associate or equivalent degree program is at least a high school diploma or equivalent general academic training.
611310	Universities	This Canadian industry comprises establishments primarily engaged in providing academic courses and granting degrees at the bachelor or graduate levels. The requirement for admission is at least a high school diploma or equivalent general academic training for baccalaureate programs and often a baccalaureate degree for professional or graduate programs.
621510	Medical and diagnostic laboratories	This Canadian industry comprises establishments primarily engaged in providing analytic or diagnostic services. These services are generally provided to the medical profession, or to the patient on referral from a health practitioner.
722310	Food service contractors	This Canadian industry comprises establishments primarily engaged in supplying food services under contract for a specific period of time.
722330	Mobile food services	This Canadian industry comprises establishments primarily engaged in preparing and serving meals and snacks for immediate consumption from motorized vehicles or non-motorized carts.
813410	Civic and social organizations	This Canadian industry comprises establishments primarily engaged in promoting the civic and social interest of their members.
813910	Business associations	This Canadian industry comprises establishments primarily engaged in promoting the business interests of their members.
813920	Professional organizations	This Canadian industry comprises establishments primarily engaged in advancing the professional interests of their members and the profession as a whole.

913910	Other local, municipal and regional public administration	This Canadian industry comprises establishments of local governments, not classified to any other Canadian industry, primarily engaged in executive and legislative activities; planning, fiscal and related policies and the administration of the public debt; assessing, levying and collecting taxes; conducting relations with other governments; and the administration of local, municipal and regional government programs.
914111	First Nations public administration	This Canadian industry comprises establishments of First Nations governments primarily engaged in providing a wide variety of government services to their citizens that would otherwise be provided by federal, provincial or municipal levels of governments.
914112	Métis public administration	This Canadian industry comprises establishments of Métis governments primarily engaged in providing a wide variety of government services to their citizens that would otherwise be provided by federal, provincial or municipal levels of governments.
914113	Inuit public administration	This Canadian industry comprises establishments of Inuit governments primarily engaged in providing a wide variety of government services to their citizens that would otherwise be provided by federal, provincial or municipal levels of governments.

