



GUIDELINES

Overview

Rural Innovation Initiative Eastern Ontario (RIIEO), made possible with funding from the Federal Economic Development Agency for Southern Ontario (FedDev Ontario), supports the transition and growth of traditional SMEs, manufacturers and communities into the new rural economy, driving direct investments by private companies in innovation capital producing aggregate local and regional effects.

Innovation capital is investment in Industry 4.0, new or next generation equipment, technology, products and processes that lead to business growth, access to new markets and investment in people (job creation).

Supported projects will strengthen competitiveness, productivity, business growth, process innovation, new market access, creation and retention of employment opportunities, the re-skilling of the industrial workforce, incremental sales and increased profitability, and as a result, diversify and transform our local communities and economy.

Intake will begin **May 21, 2019** with all projects targeted for completion by (Year 1: December 31st, 2019 - Year 2: December 31st, 2020)

Rural Innovation Initiative Eastern Ontario

STREAMS

LOCAL

Lanark County + North Leeds

Transition SMEs into the new rural economy.

Non-repayable performance-based funding from \$25,000 up to \$100,000 supporting SMEs in Lanark County + North Leeds to expand business growth and adoption of advanced business innovation processes.

For information on the application process visit:

www.valleycfdc.com/grants

REGIONAL

Eastern Ontario

Accelerate growth of existing innovation-driven SMEs

Non-repayable performance-based funding of \$100,000 to accelerate the growth of SMEs on the innovation track, with benefits to multiple communities within Eastern Ontario.

To Apply [click here](#)

The combined Stream total support to for-profit recipients will not exceed \$100,000.

LOCAL STREAM

GENERAL INTENT

Overall it is the intent of Valley Heartland CFDC to carefully invest in local projects that support the transition of traditional SMEs, manufacturers and our communities into the new rural economy.

Projects will demonstrate sustainability, drive prosperity and job creation/sustainment through innovation, research and development, commercialization, and business practices that work to position the region for global competitiveness, export markets, and economic diversification

WHO IS ELIGIBLE

Eligible recipients located in Lanark County + North Leeds may include:

- Private, for-profit, traditional SMEs with the potential to grow through innovation.
- Fourth Pillar Not-For-Profit organizations supporting business and community transition into the new rural economy.

WHAT IS ELIGIBLE

Projects in the following priority sectors will be considered:

- Advanced Manufacturing
- Clean Tech
- Digital Industries
- Agri-food
- Food Processing
- Projects that focus on inclusiveness: youth, women entrepreneurs, Indigenous peoples, Official Language Minority Communities, persons with disabilities, immigrants and visible minorities

ELIGIBLE ACTIVITY

Eligible activities should expand business growth and allow SMEs to transition into the new rural economy, support the adoption of advanced business and innovation processes such as:

- ✓ New materials
- ✓ Integrated solutions
- ✓ Rapid prototyping and engineering
- ✓ Machine learning
- ✓ Cutting edge services software
- ✓ Cloud computing
- ✓ Robotics and automation
- ✓ Extended intelligence, etc.

Fourth Pillar NFP projects should be business focussed, align with federal government economic development priorities, support priority industry sectors and inclusiveness related priorities. Examples of eligible project activities could include:

- ✓ Support programs for re-skilling of the industrial workforce
- ✓ Business accelerators and hubs diversifying and transitioning local economies

- Selected projects will be eligible for a non-repayable performance-based contribution. Successful applicant must pay out a minimum of \$50,000 before any reimbursement is issued (financing may be available through Valley Heartland CFDC). Progress payments are released based upon detailed Progress Claims submitted by approved applicants. Minimum progress payment is \$25,000. Funds are released when a claim is accompanied by all invoices, proof of payments, and proof of deliverables associated with the claimed costs.

ELIGIBLE COSTS

Eligible costs for project activities may include:

- Labour
- Expertise
- Non-Capital
- Capital

All costs must be reasonable and directly related to the eligible project activities.

INELIGIBLE AND/OR UNSUPPORTED COSTS INCLUDE:

- Any costs deemed not reasonable and/or not directly related to the eligible project activities.
- Activities in support of regular maintenance and/or ongoing operational costs.
- Cost incurred prior to the eligibility date as defined in the Contribution Agreement.
- Costs incurred after December 31, 2020.
- Any cost that is ineligible under the Contribution Agreement.
- Acquisition of land or buildings.

REPORTING REQUIREMENTS

Eligible recipients must demonstrate that they are prepared to and have mechanisms in place to submit data, schedules, plans and reports in sufficient detail for Valley Heartland to:

- Assess project progress
- Post project completion monitoring
- Evaluate the outcomes and effectiveness of the contributions

Eligible recipients will provide Valley Heartland with Progress/Activity Reports and financial claims on a monthly basis, quarterly or as required and outlined in the Contribution Agreement.

HOW TO APPLY: Local Stream – Valley Heartland CFDC

Step 1

- **Pre-qualification Questionnaire** - The purpose of the 5 minute Questionnaire is to pre-qualify potential applicants. The questionnaire allows businesses to answer a few basic eligibility and program priority questions to determine whether they're project is eligible to continue to the application step. Some submissions will not qualify for the program and will be declined during this phase. Once the questionnaire has been received, businesses will be notified of the qualification decision within 5 business days and corresponding next steps.

Questionnaire: <https://www.surveymonkey.com/r/VHLocalStream>

Step 2

- **Application Submission** – Applications and attachments must be submitted via email to info@valleycfdc.com
Download: PDF Version - [Application](#) + [Application Appendix 1:Activity Budget](#)
Word Version – [Application](#) + [Application Appendix1:Activity Budget](#)
- **Due Diligence** – Valley Heartland staff carry out review, due diligence and project development
- **Board Review** – Applications and recommendations are reviewed by the Valley Heartland Board of Directors for decision
- **Project Selection** – Applicants are notified of decision by Board of Directors (Accept or Decline)

Step 3

- If a project is selected for support, Valley Heartland will prepare a Contribution Agreement with terms and conditions.

Please Note

- Financial contributions are performance-based and subject to a 10% holdback until the applicant has completed the project, and met all project requirements as outlined in the Contribution agreement.
- Total support to recipients will not exceed \$100,000.
- No project is expected to extend past December 31, 2020
- Incomplete applications will not be considered.

Program Contact

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