

# **Sustainable Canadian Agricultural Partnership**

**Competitive. Innovative. Resilient.**

## **Indigenous Agriculture and Relationship Development – Indigenous Agriculture and Food Systems**

### **Program Guide - Enhancing Food Systems**

**Version 5.0** (updated for September 2025 intake)

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For any questions, you may contact contact the Program Administrator:

**Sustainable CAP**

[agriculture@gov.mb.ca](mailto:agriculture@gov.mb.ca)

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# Section 1 - Program Description

The Sustainable Canadian Agricultural Partnership (Sustainable CAP) program supports a wide variety of activities and strategic investments. This guide focuses on programs that enable community-driven, culturally relevant projects and activities that enhance Indigenous food systems and agriculture knowledge.

The Indigenous Agriculture and Food Systems program supports projects and activities that will increase food security and food sovereignty, support the revitalization of traditional food systems, training, skill and resource development, climate change adaptation, and/or increases Indigenous participation within Manitoba's agriculture and agri-food sector.

## Section 2 - Program Eligibility

The Indigenous Agriculture and Food Systems program is open to the following First Nation, Métis, and Inuit Groups, including:

- Businesses and organizations
- Communities
- Government
- Primary producers
- Other Indigenous-led groups undertaking agricultural initiatives

Eligible applicants:

- Can be from inside or outside of Manitoba, as long as the activities occur in Manitoba or have a positive outcome for the province and Indigenous Peoples living in Manitoba.
  - Priority will be given to those applicants who operate or reside in Manitoba.
- Must ensure that they meet all eligibility requirements.

A business or organization with multiple divisions, operating names, or units, will count as one business or organization.

Government employees, who are the majority shareholder (50 per cent or higher) in a business or organization, are not eligible to apply for funding. A business or organization, which includes a provincial government employee as a minority shareholder, will be eligible to apply for funding.

Additional factors may be considered in determining the eligibility of the applicant, including:

- The provision of false or misleading information by the applicant under other Sustainable CAP programs
- Amounts due and owing by the applicant under other Sustainable CAP and Manitoba programs

## Section 3 - Funding Streams

The Indigenous Food Systems and Agriculture program supports initiatives that assist the development and delivery of activities that will increase food security and sovereignty in Indigenous communities. Projects must be completed by December 31, 2027.

The current intake for the Indigenous Agriculture and Food Systems program includes the following funding stream:

- Enhancing Indigenous Food Systems

***This intake is only open to applicants who have not previously been approved for funding under the Enhancing Indigenous Food Systems funding stream.***

### Enhancing Indigenous Food Systems


Activities will focus on the development and expansion of local and/or community-based food systems. Food systems funding includes a broad range of activities that may include revitalization of traditional food systems, community gardens, local food sovereignty initiatives and value-added agriculture initiatives.

All proposals must demonstrate how they will support Indigenous (First Nation, Metis, Inuit) communities, businesses, and organizations in increasing food security and sovereignty and strengthen Indigenous peoples' success within the agriculture and food sector.

Proposed projects must be based on a business plan, engagement outcomes, community development plan, feasibility study or other planning documentation. Applicants may be asked to provide this documentation to support the project application.

May include but are not limited to the following activities:

- Implementing projects identified in food system and/or business development plans, this may include activities that support:
  - Testing and adopting technologies or practices to enhance food systems including:
    - agriculture practices (new and existing technologies) that aim to restore soils, water and biodiversity health to improve overall ecosystem services and make farmland more resilient to climate change
    - Value added exploration
  - Addressing climate change and enhancing climate change resilience, including:
    - assessing current/projected water availability and needs
    - preparing and implementing risk management plans
    - identifying new crops, cultivars, and opportunities to transition to more

- 
- sustainable production methods
  - Enhancing youth participation and food system education opportunities, including:
    - increase Indigenous participation in agriculture and food processing initiatives
    - transfer knowledge to address skill shortages
    - support the revitalization of cultural and economic food harvesting, production, and processing practices through training and knowledge sharing
  - Scaling up of production and/or processing by:
    - addressing barriers to growth/limitations identified within business plans
    - investments in community or cooperatively owned farming, processing tools, and infrastructure
  - Revitalization of traditional food production and processing practices, including:
    - food harvesting
    - food preservation
    - production of culturally appropriate foods

## **Cost Share Funding**

There is a cost share ratio of 100:0 (government: applicant) and \$200,000 funding cap per project for this activity.

This intake is only open to applicants who have not previously been approved for funding under the Enhancing Indigenous Food Systems funding stream

## **Project Length**

- All projects shall start on April 1, 2026, or later.
- All projects must be completed, and reporting submitted, on or before December 31, 2027.
- Specific project start and end dates will be stated in the funding agreement.

*All Sustainable CAP projects are administered on a fiscal year of April 1 to March 31. Projects completed within one fiscal year will require a final report and financial claim upon project completion. Projects completed over multiple fiscal years will require a report (interim or final) and financial claim in each fiscal year.*

## **Eligible Expenses**

The following expenses are eligible for funding:


- Knowledge transfer expenses related to the development, design and distribution of communication and extension materials
- Incremental salaries, wages and benefits for specialists to assist communities with food system initiatives, research, land mapping or other approved activities

- Materials and supplies
- Professional fees
- Subcontracted services
- Facility and equipment rental fees associated with the project
- At the discretion of the Program Administrator, travel expenses may be considered as eligible, based on the needs of the project.
- Overhead (up to 10% of total approved eligible expenses) (e.g. internal administration, use of own materials and supplies, use of own equipment, etc.)

## Ineligible Expenses

The following expenses are **ineligible** for funding:

- Any expense paid before the start date, or after the completion date, listed in the funding agreement.
- Any expense, including a tax, which is eligible for a rebate, credit, or refund such as Goods and Services Tax (GST)
- In-kind contributions
- Normal operating expenses associated with carrying out business operations
- Expenses associated with lobbying
- Capital equipment and software
  - For information on funding opportunities for these expenses, see the Capital Equipment and Software funding stream Program Guide.
- Vehicles and typical farm equipment (e.g. snowmobile, side-by-side, all-terrain vehicle, food trucks, boats, tractors, skid-steers, etc.) and related accessories and attachments
- Multi-use items (e.g. freezers, drones, tools, computers, etc.) which are either not essential for the project or not exclusively used for the project.
  - Eligibility determination of any multi-use items that are essential to the project and exclusively used for the project is at the discretion of the Program Administrator.
- Consumables (fuel, clothing, footwear, etc.)
- Spare parts not used as part of the project
- Normal, current, or ongoing maintenance expenses (e.g., repairs to existing equipment, replacing aged or damaged equipment, upgrades to existing plumbing or electrical systems)
- Extended warranties
- Purchase of land, buildings and facilities, associated taxes, and fees (e.g., land transfer tax)
- Any additions or upgrades to new or existing buildings and facilities, associated taxes, and fees
- Expenses for office renovations
- Expenses related to establishing a commercial operation
- Equipment or software that is leased, rented, or on a subscription where ownership is not immediately transferred to the applicant (financing equipment



through the manufacturer or seller of the equipment, rather than a bank or credit union, is acceptable)

- Financing charges, loan interest payments, bank fees and charges
- Any compensation to any government employee for organizing or delivering parts of the project
- Any project-related activity that generates revenue during the implementation of the project
- Expenses incurred for other projects
- Any item purchased before April 1, 2026
- Invoices not issued in the applicant's name and/or payment not made by the approved applicant
- Any expenses not required for the execution of the project
- Any other expense deemed ineligible by the program administrator

The applicant is solely responsible for all project expenses, including all ineligible expenses and any project deficits or over-runs.

Where a project is approved, no eligible expenses will be reimbursed unless a funding agreement is signed.

If work is started on a project before formal written approval of program funding is received, the applicant does so at their own risk.

All expenses must be supported by an invoice and a valid proof of payment (note: hand-written cash receipts are not an acceptable form of proof of payment). **All invoices must be dated on or after April 1, 2026.**

### **Funding from Government**

The applicant must adhere to the stacking limit. The stacking limit refers to the maximum level of total Canadian government funding (federal, provincial/territorial, and municipal) a successful Applicant can receive towards total approved eligible expenses of a project.

The maximum level of total government funding must not exceed:

- 100 percent of total approved eligible expenses; or
- If the Applicant is a for-profit business or organization, 75 per cent for capital items that are approved eligible expenses



## Section 4 - Application Assessment

Application Worksheets will be assessed according to the following criteria:

- Project description
- Project deliverables and outcomes
- Capital and financial capacity
- Management capacity
- Alignment with Indigenous objectivities and priorities, including impact on youth, women and elders
- Engagement with associated Indigenous community, including leaders and other community members

## Section 5 - How to Apply for Funding

### **Before you apply:**

Interested applicants may contact the department directly at [agriculture@gov.mb.ca](mailto:agriculture@gov.mb.ca) to discuss if your project fits within program eligibility and criteria. If deemed a fit, the department will invite you to submit a full proposal.

Alternatively, you may be contacted directly by the department, based on the department's awareness/knowledge of your project.

### **To submit a full proposal:**

Applicant Information Forms and Application Worksheets will be provided by the department, for those projects that have been deemed a fit with the program eligibility and criteria.


Applicant Information Forms and Application Worksheets must be submitted to the program administrator at [agriculture@gov.mb.ca](mailto:agriculture@gov.mb.ca) no later than the deadline of **11:59 PM on December 2, 2025**.

Applicant must acknowledge and agree to any terms and conditions contained in the Applicant Information Form, Application Worksheet, Program Guide, and Program Terms and Conditions.

Only the applicant may sign the Applicant Information Form, Application Worksheet, or other program documents.

In the case of corporations, partnerships and other business organizations, a designated person with legal authorization must sign the Applicant Information Form, Application Worksheet, and other program documents. The program administrator may require proof of authorization.





Applicants must comply with all provincial and federal government laws and regulations applicable to their project and to their business or organization's operations.

Funding for projects will be subject to the appropriation of funds by the Government of Canada and the Manitoba government.

Funding amounts received from all sources must be declared on the application. Failure to disclose all financial sources for a project may nullify the application.



# Definitions

**Applicant:** a person or entity who satisfies all the eligibility requirements set out in terms and conditions and who submits an Applicant Information Form and an Application Worksheet under this program.

**Contribution Agreement:** the articles of agreement and annexes, as well as their amendments and the general terms and conditions applicable on the effective date of agreement.

**Engagement:** seeks to better engage the community to achieve long-term and sustainable outcomes, processes, relationships, discourse, decision-making, or implementation.

**First Nation:** an Indigenous community officially recognized as an administrative unit by the federal government.

**Government Employee:** any full-time, regular, part-time or term individual employed by the federal or provincial government, including any special operating agency or Crown corporation.

**Government Funding:** any financial assistance in the form of provincial or federal grants, loans, or other assistance.

**Incremental Expenses:** expenditures that can be directly attributed to the project outlined in the Application Worksheet and are over and above normal business operational expenses.

**In-kind Contributions:** non-monetary goods and/or services that are not reimbursable by the program.

**Manitoba Senior Public Servant:** the Clerk of the Executive Council; a deputy minister or equivalent, or an assistant deputy minister; a chairperson, president, vice-president, chief executive officer or deputy chief executive officer of a Crown agency; a person who is designated or who occupies a position that is designated under section 31.1 of the Legislative Assembly and Executive Council Conflict of Interest Act; and includes a person who, on a temporary basis, occupies a position described here.

**Minister:** the Minister of Agriculture for the Manitoba government, including any person authorized to act on the minister's behalf.

**Overhead:** expenses which are required for project completion but cannot be directly attributed to any specific project activity, product, or service. Examples include internal administration, accounting and legal expenses, use of own equipment, office supplies, utilities, internal materials and supplies, etc.



**Person:** includes an individual, partnership, association, or corporate body (entity).

**Primary Producer:** an individual grower, producer or rancher, partnership, corporation, co-operative or any other association of people who is actively engaged in farming.

**Program Activity:** a specific action under the Program, where applicants can apply for funding. Activities may have one or several focus areas.

**Program Administrator:** Manitoba Agriculture, or where applicable, any person engaged by the Manitoba government, to carry out administrative activities related to the program.

**Stacking Limit:** the maximum level of total Canadian government funding (federal, provincial/ territorial, and municipal) that a successful applicant can receive.

**Sustainable Canadian Agricultural Partnership:** a five-year agricultural policy framework by Canada's federal, provincial, and territorial governments to encourage market development, innovation and research, environmental sustainability, value added processing, improved public trust and risk management across Canada's agriculture, agri-food, and agri-product sectors.

**Terms and Conditions:** the program rules that applicants accept and agree to follow, as part of the funding agreement; may be occasionally revised, altered or amended.

# Appendix A – Eligible Expense Details

Expense Category	Eligible Expense Details
Facility and Equipment Rentals	Rental fee for the venue of the event and necessary equipment like audio-visual systems, tables and chairs.
Incremental Salaries, Wages and Benefits	<p>Employee salaries, wages and benefits for hours dedicated to project execution that are <b>over and above</b> normal salaries, wages and benefits.</p> <p>The following information must be included for any salaries, wages and benefits included in the application:</p> <ul style="list-style-type: none"> <li>• Title or description of role</li> <li>• Time commitment of the role for the project</li> <li>• Salary or hourly rate</li> </ul>
Knowledge Transfer Expenses	<p>Expenses related to the development, design and distribution of communication and extension materials.</p> <p>Examples of Knowledge Transfer Expenses:</p> <ul style="list-style-type: none"> <li>• Manuals</li> <li>• Brochures</li> <li>• Factsheets</li> </ul> <p>This expense category does not cover website and social media items.</p>
Materials and Supplies	<p>Small value, non-consumable items necessary in the execution of the project and used exclusively for the project (e.g. garden tools for a community garden project).</p> <p>Personal protective equipment (PPE) that is essential for the project and exclusively used for the project.</p> <ul style="list-style-type: none"> <li>• E.g. masks, gloves, gowns, and sanitizers</li> <li>• At the discretion of the Program Administrator, winter gear (e.g., insulated boots, jackets, gloves) <u>may</u> be considered as eligible PPE, if it is required for safe working conditions in harsh environments, is essential for staff or community members performing project duties outdoors or in cold conditions, and contributes to health and safety.</li> </ul> <p>All items must be essential to the project and exclusively used for the project, to be considered eligible. Eligibility determination of any multi-use items is at the discretion of the Program Administrator.</p>
Professional Fees	Outside consultants justified as essential to the project which must be hired to facilitate project implementation.
Subcontracted Services	<ul style="list-style-type: none"> <li>• Custom work</li> </ul>

	<ul style="list-style-type: none"> <li>• Custom labor</li> </ul> <p>This excludes building and facility upgrades.</p>
Travel	<p>At the discretion of the Program Administrator, travel expenses may be considered as eligible, based on the needs of the project.</p> <p>Expenses may include:</p> <ul style="list-style-type: none"> <li>• Economy airfare</li> <li>• Meals</li> <li>• Transportation (non-airfare)</li> <li>• Mileage (for own vehicle)</li> </ul> <p>Vehicle rental, including fuel must be supported by an invoice and proof of payment to be eligible.</p> <p>Mileage rates for use of a personal vehicle will follow the General Manual of Administration. Fuel is included within the mileage rate. The current mileage rates are:</p> <ul style="list-style-type: none"> <li>• Within Manitoba: \$0.46 per kilometer.</li> <li>• Outside of Manitoba: \$0.56 per kilometer</li> <li>• North of the 53rd Parallel: \$0.504 per kilometer</li> </ul> <p>Accommodation expenses are limited to a maximum of \$300 per night, per room.</p>
Overhead	<p>Overhead covers up to 10% of the total approved expenses.</p> <p>Overhead may include:</p> <ul style="list-style-type: none"> <li>• Administrative wages and benefits</li> <li>• Use of own office supplies</li> <li>• Use of own office equipment</li> </ul>