



Application - Oyster Infrastructure and Training Program

Instructions:

- Answer all questions completely and provide copies of all necessary documents (see Document Checklist). **You are required to put as much detail into your application as possible.**
- All information provided will be kept confidential and only reviewed by the Program Officer and Management Committee.
- This program will be administered as per the published guidelines.
- Submit a complete, signed original application to the PEI Aquaculture Alliance and retain a copy for your records.
- The Program Management Committee will not review applications considered incomplete.
- Complete applications will be assessed in the order they are received.

A. Contact Details

Legal name of applicant	
Operating name, if different	
Mailing address	
Telephone number	
Email address	
Business Number / HST Number	
Aquaculture Environmental Code of Practice Number	

B. Your Existing Business

Lease location(s)	Lease number(s)	Acreage	Other Names on Lease Contract	Number of Lines on the Lease

Give an inventory of your current equipment, detailing number of spat lines and collectors, grading equipment, grow out gear such as number of cages or bags and any other equipment, including all boats. Please clearly indicate if any gear detailed is not currently in use.

Boat(s) and Barge(s) (Give length in ft)			
Tumbler(s)		Spat Lines (location)	
Shaker(s)		Collectors	
Grading Table(s)		Thrasher(s)	
Conveyors(s)		Conveyor Hopper(s)	
Cages (indicate how many bags per cage)		Bags (not in cages)	
Cages Not in Use		Bags Not in Use	

Please detail any Government funding (Federal or Provincial) received in the acquisition of the equipment described above

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C. Project Description

Equipment Purchase

Describe the objectives of this project and how it meets the guidelines of this program. Include details of where the equipment will be located within the lease, how it will be secured and your overwintering plans for all equipment.

(A diagram for each lease detailing the layout and number of lines, cages or bags per line and location of proposed platform or FLUPSY must be included separately)

Training and Educational

Describe the type of training intended and the number of employees / or the name of the course and educational institute

D. Project Costs

Please indicate which of the following four categories you are applying for (only one category per application):

- Workstation platforms, equipment, and floating nursery systems - 75% of eligible equipment expenditures, up to a maximum of \$50,000 (minimum \$5,000)
- Insulated Containers, and Farm Management / Inventory Tracking Systems - 50% of eligible equipment expenditures, up to a maximum of \$5,000.
- Employee Training - 50% of eligible employee training costs, up to a maximum of \$500 per individual employee or \$2,500 per applicant.
- Professional Development - 80% of eligible course costs, up to a maximum of \$1,000 per course.

Estimated Overall Cash Expenditure	Total amount requested from OIT Program	%

While your application is being reviewed, we caution you that any expenditure in implementing the project may be at your own risk. Notification regarding a decision on your proposal will be forwarded to you ASAP.

E. Project Timeline (Maximum 12 months)

Expected start date		Expected end date	

F. Declaration of Applicant

To the PEI AA:

- The information given in this application is, to the best of my knowledge and ability, complete, true, and correct. **Providing false information to the program will result in the immediate rejection of the application and ineligibility for the life of the program.**
- I certify that financial assistance from this Program is a significant factor in the decision to proceed with this project.
- Where relevant, I agree to all announcements of this project/activity or support, public information activities related to this project.

Signed		Date	

Send completed, signed application with all documents etc. (see Document Checklist below) to:

PEI Aquaculture Alliance

420 University Ave, Suite 206

Charlottetown, PE

C1A 7Z5

The OIT Program funded by the Atlantic Fisheries Fund (AFF) and administered by the PEI Aquaculture Alliance.

Document Checklist

Please ensure that copies of the following documentation are submitted with this application.

Applications without accompanying documents are not complete and will not be considered by the Management Committee

Copies of supplier quotations	
A diagram for each lease detailing the layout and number of lines, cages or bags per line and location of proposed platform or FLUPSY	
Documentation to verify existing and recent production levels of cultured oysters (e.g. last three years tax returns, processor sales slips or financial statements)	

Existing Business Financials

Describe your existing business and the expected results of this project. Please provide documentation to verify existing and recent production levels (e.g. previous years tax returns, processor sales slips or financial statements)

Current Annual Production	Last Year Income (2018)	Current Year (2019)	Next Year (2020)	Year after Next (2021)
Pieces sold				
Gross income from Oyster Sales \$				
Stock inventory on all leases (pieces) =				
Number of Employees (including leaseholder)				
FT				
PT				