



## PEI Aquaculture Expanded Polystyrene (EPS) Replacement Program Application Guidelines

### Purpose

The purpose of the PEI Aquaculture Expanded Polystyrene (EPS) Replacement Program is to assist the PEI shellfish aquaculture industry to replace, and dispose of, current, actively used EPS (“Styrofoam”™) floatation with newer, environmentally friendly, hard plastic alternatives.

### Eligibility

An eligible applicant is:

- Any individual (Canadian Citizen or Permanent Resident), company, partnership or sole proprietorship registered as a business in PEI.
- Involved in aquaculture in PEI **and** holds all necessary permits and lease contracts or notarized, legal sublet agreement, established prior to January 1<sup>st</sup>, 2020 and valid for at least the duration of the current lease approval;<sup>1</sup>
- Be a signatory to the Aquaculture Environmental Code of Practice (AECOP); and
- In good standing with the Fisheries and Oceans Canada (DFO) Aquaculture Leasing Division, (i.e., in compliance with all the terms of the lease contract), which includes, but is not limited to, having lease(s) marked properly, arrears in payment of lease fees, and/or submission of Annual Lease Reports.

<sup>1</sup>To note: **Other authorizations may be required depending upon the nature of the project.**

### Assistance Provided

The EPS Replacement Program may provide to successful applicants a financial contribution in form of a grant, as follows:

- One-time contribution of up to 75% of eligible equipment expenditures, up to a maximum of \$15,000 per applicant.
- Payment will be a reimbursement based on actual eligible costs but in no event shall it exceed the approved grant amount.
- Minimum project contribution from the EPS Replacement Program will be \$750 (i.e., minimum total project cost being \$1,000).

### Eligible Expenses

- Purchase of hard plastic floatation, at a ratio of 1:1 or lower<sup>2</sup> than the EPS floatation being replaced (e.g., one, or more, EPS buoy removed and disposed for one hard plastic buoy purchased); and
- Disposal cost of EPS floatation removed from active use. **Note: Only applications detailing both replacement and disposal costs will be accepted.**

<sup>2</sup>To note: **Lower ratios of replacement will be considered as long as the EPS is in active use (e.g., the EPS Replacement Program may cover disposal costs for 1,000 EPS buoys even though the applicant is only purchasing 500 hundred new units).**

## Application Guidelines

1. The application must be submitted electronically, using the program application form, and include any required supporting documentation.
- 2. Applications are not considered received until they are complete, as assessed by the PEIAA.**
3. The applicant must declare that the EPS floatation to be replaced and disposed were in active use in 2020 and must state which lease(s) it is being removed from.
4. The applicant must agree to allow access to the operation by the PEI Aquaculture Alliance, or its representative, of the for the purpose of monitoring the progress of the project.
5. Assets purchased or expenses incurred prior to the date of the receipt of the completed application will not be eligible for assistance. Purchases following the date of receipt and prior to the possible approval of the project are at the applicant's own risk.
6. All applications will be reviewed by the Program Steering Committee. If the proposal meets the satisfaction of the Committee, a letter of approval and contract will be forwarded to the applicant specifying the level of funding awarded and outlining any other conditions that may apply. The Committee also reserves the right to limit financial assistance.
- 7. The project must be carried out and completed prior to the end of February 28<sup>th</sup>, 2021.**
8. The applicant must submit original, paid invoices and acceptable verification of payment (such as copies of cleared cheques) as well as verification of disposal (*e.g.*, Island Waste Management Corporation weight slips, receipts, and photos).
9. Any cash payments will require verification of payment, using a payment verification form provided, and must be signed by both the vendor and the successful program applicant.
10. Taxes and delivery charges are not eligible for financial assistance.
11. In any matter of difference between the Program Steering Committee and the applicant through the life of the project, the Committee's decision will be final.
- 12. The EPS Replacement Program expires March 31, 2021 and no claims will be accepted with expenditures incurred after that date.**
13. Applications will be reviewed on a first come, first serve basis. If there are more applications than the current funds allow, applications will be held until the end of the EPS Replacement Program in case of slippage or increased funding availability.
14. Applications will be assessed on a case-by-case basis, and the level of contribution may vary based on the various program assessment criteria.

The intent of the EPS Replacement Program is to ensure funds are directed to separate business entities and that each business entity receives no more than the maximum allowable funding under the EPS Replacement Program. Situations where applicants have leases with multiple owners or business entities whose shareholders also hold leases, may require further review after the application is received. To determine an applicant's eligibility, the PEIAA reserves the right to request additional information from an applicant.

**Providing false information to the program will result in the immediate rejection of the application and ineligibility for the life of the program.**

The EPS Replacement Program is funded by the Federal and Provincial Fisheries and Aquaculture Clean Technology Adoption Program and administered by the PEI Aquaculture Alliance.