



File Number _____

Date Received _____

Growing Greenhouses Program Application

The personal information collected through this Program Application Form is for the purpose of assessing the applicant's eligibility for a grant under the Sustainable Canadian Agricultural Partnership (Sustainable CAP) Growing Greenhouses Program and also to support ongoing evaluation of the program. This collection is authorized by section 4(c) of the *Protection of Privacy Act*. For questions about the collection of personal information, contact Alberta Agriculture and Irrigation's CAP Secretariat at S-CAP.Alberta@gov.ab.ca. The personal information collected will be disclosed to the Federal Government.

Part A: Applicant Information

Applicant Type Greenhouse Vertical Farm

Legal Name of Applicant:

Name of Primary Contact

Title

Business Mailing Address

City or Town

Province

Postal Code

Business Location (if different from above)

City or Town

Province

Postal Code

Primary Phone

Alternate Phone

Email Address

Project Location in Alberta (if address is different from above)

Applicant's additional contact persons:

First Name

Last Name

Email Address

First Name

Last Name

Email Address

Part B: Business & Project Details including Business Impacts AS A DIRECT RESULT of the Proposed Project

Project Title

Anticipated Project Start Date mm-dd-yyyy
(Must be on or after January 1, 2025)

Anticipated Project End Date mm-dd-yyyy
(Must be on or before January 31, 2028)

Business Description and Proposed Project Details:

Does the Applicant: (select one)

Own and operate a Greenhouse or Vertical Farm in Alberta as of the date of the application?

Intend to own and operate a Greenhouse or Vertical Farm in Alberta that will be constructed as part of the Proposed Project?

a) Provide an overview of the Applicant's current business, including existing Controlled Environment agriculture operations (if any).

b) Describe the experience and expertise within the Applicant's project team which will ensure the successful completion of this Proposed Project and provide an example of a past project that may be of a similar nature or complexity if possible.

c) Describe the specific activities of the Proposed Project, including expected outcomes and key deliverables. Explain any changes or additions to current processes, equipment, or resources required to support the investment.

d) Identify any energy-efficient or advanced technologies that will be incorporated, such as high-efficiency heating systems, energy co-generation, solar panels, LED lighting, advanced climate control, insulation, construction methods, automation, or robotics. Refer to the categories in the Program Funding List.

e) Provide details on the Applicant's current (if applicable) and forecasted growing operations within the project area.

Product	Existing or New	Unit of Measure *	Current production	Forecasted production **	Season of harvest or growth cycle	Food or non-food product

* i.e ***kg/m²/year, lbs/ft²/year**, number of viable plants per growth cycle
** For forecasted production, assume the Proposed Project is completed and one full year of production at the completed capacity has been achieved.

If additional space is needed list products in the same format as above on a separate sheet.

f) If applicable, what is the current operating size (acres or square metres or square feet) of the Greenhouse or Vertical Farm?

What is the projected operating size (acres, square metres, or square feet) of the constructed or improved Greenhouse or Vertical Farm?

g) Prior to this project, what percentage of the Applicant's facility is used for food production? %

h) What percentage of the Applicant's facility is anticipated to be used for food production as a result of the project? %

i) How will this Proposed Project advance the development of Alberta's Controlled Environment agriculture sector, particularly in terms of benefits to consumers, reduction of operating costs and year-round production?

j) Provide an assessment of the Applicant's overall readiness to execute the Proposed Project. Specifically, how prepared is the Applicant in terms of market research, financial resources, and operational infrastructure? Are there gaps or challenges to address?

Part C: Summary of Eligible Expenses

a) Provide a description of how the expenses listed under paragraph (b) below are directly related to an Eligible Activity.

b) List each proposed expense separately. Similar expenses may be grouped together. Refer to the Program Funding List for examples of Eligible Expenses. <https://www.alberta.ca/growing-greenhouses-program>

Activity	Expense Type	Expense Description Expense lines over \$10,000 without quotes and/or invoices will be deemed ineligible	100% of Expense Amount (less GST)	Planned Month and Year of Expense

Total Expenditure

Grant Request = 50%

(Note: Requests over \$500,000 may require approval by the Government of Canada and may lengthen review times.)

Part D: Total Sources of Funding for Eligible Expenses and for the Proposed Project

Sources of funding for the expenses listed in Part C	Details e.g. financing: cash from operations, loan, grant, credit line etc.	Status of Funds (Secured or Pending)	Amount of Funds
Applicant's contribution			+
Other provincial or federal funding			+
Other financing			+
The above 3 lines must equal the "Total Expenditure" as calculated in Part C above. (The above 3 lines should NOT include the Growing Greenhouses Program Request)			=
Sum of additional expenses required to complete the Proposed Project that are not eligible for funding under this Program (refer to the Program Funding List)			+
Total Investment Related to the Proposed Project			=

Supporting documentation verifying the sources of secured funding must accompany the application at the time of submission

Part E: Anticipated Business Impacts

Distribution Methods: Which distribution methods does the Applicant currently utilize? Check all that apply.

Wholesale distributors Retail stores Food service or restaurant Online sales Other distributors

Please provide a brief overview of the Applicant's current distribution methods. Include details on any new Alberta-based distribution methods that will be introduced as a result of the Proposed Project.

a) Existing and Forecasted Market Growth:

Provide an estimated breakdown, rounded to the nearest percent, of the Applicant's existing and forecasted market growth directly related to this project location.

Market Area	Current Sales (%)	Projected Sales (%)
Alberta		
Other Provinces & territories		
United States		
International (excluding US)		
Other		
Total	100%	100%

Explain the target markets for the products that will be grown in the Greenhouse or Vertical Farm and describe how demand was evaluated.

b) **Job Creation:** *(including new permanent full-time and/or part-time jobs, but not including construction, temporary or contract positions).*

Current Jobs

Please indicate the number of jobs currently in place that are directly related to the project. This includes existing employees who will continue working on the project.

Anticipated Jobs (Newly Created)

Please indicate the number of *new* jobs that will be created as a direct result of this project. Do not include existing positions or roles that are already filled. This should reflect only the additional employment expected to result from the project.

How were the number of permanent jobs calculated?

c) **Business sales growth per annum (\$) as a direct result of the Proposed Project:**

What month is the Applicant's fiscal year end?

Previous Fiscal Year Gross Sales (from the Applicant's completed financial statements)

Projected Sales for Upcoming Fiscal Year (the Applicant's 12-month fiscal period assuming Proposed Project is completed).

Describe how the projected sales were calculated. Include any assumptions made about reaching full productions and project completion.

Part F: Certification

NOTE: Read this Carefully Before Signing

I, _____, certify that:
Legal name of Applicant or authorized representative of Applicant

- I am the Applicant or I am authorized to complete this application to the Growing Greenhouses Program (the "Program") on behalf of the Applicant;
- The Applicant understands the terms in the Program Terms and Conditions and Program Funding List, and agrees to the terms within them;
- The Applicant understands that if this application is accepted, the terms of the grant will be set out in a grant agreement;
- The Applicant understands that not all of the activities and expenses included in this application may be approved as being eligible for funding, and that the grant agreement will list the activities and expenses that the grant may be used for;
- The Applicant understands that funding for the Program is limited and is reimbursement based;
- The Applicant understands that applications under the Program will be considered on a case-by-case basis, subject to Program eligibility criteria, assessment criteria and funding constraints;

AND I certify that the information provided in this application is, to the best of my knowledge, true, complete and correct.

Date mm-dd-yyyy

Signature of Authorized Representative of Applicant: **(original signatures only)**

IMPORTANT REMINDERS:

Complete all sections/questions.

Include all quotes and/or invoices for all requested line items \$10,000 and more.

Include documentation demonstrating that the applicant has, by the time of application, secured at least 50% of the total required investment for the Proposed Project.

Include any other supporting documents (financial statements, proof of applicant contribution or other funding, business plan, letters of support to justify market demand, market studies, etc.) that will be used to assess the merits of the application.

Sign and date the Statement of Certification (electronic/digital signatures are not acceptable).

When complete, **email** to:

S-CAP.GrowingGreenhousesProgram@gov.ab.ca

Or Mail to:

Growing Greenhouses Program
Industry Development Unit
Agriculture and Irrigation
#301, 7000 – 113 Street,
Edmonton AB T6H 5T6