

Application Instructions

Program Description

The Seafood Sector Renewal Program (SSRP) is a cost shared funding program to support projects that improve the competitiveness and sustainability of Nova Scotia's seafood industry. The objectives of the Seafood Sector Renewal Program encompass the following areas: Increasing export value, Reducing production costs, Improving quality and Promoting sustainability.

Application Requirements

- Prior to submitting an application please review the SSRP guidelines, which are available on the government's website (www.gov.ns.ca/fish/marine/SSRP), to ensure that your proposed project meets the program's criteria.
- Complete and submit the completed application form with a project proposal to the NSDFA for review.
- Incomplete application forms and / or proposals will be considered ineligible and will not proceed through the screening process.
- Applicants are advised to apply early so that program staff can review the application for any omission or clarification that may need to be addressed.
- Program staff may contact the proponent at any time during the evaluation process for clarification or to obtain additional information.

Project Proposal Requirements

The project proposal must include detailed and complete information related to all aspects of the proposed project. Essential components of the proposal may include:

- Project description and anticipated impact
- Industry impact
- Proven case for enhanced competitiveness
- Background research, information analysis
- Business plan
- Management capacity and experience
- Production capability
- Proposed financing
- Detailed cost estimates
- Partnerships
- Project time lines
- Logistical details

Application Submission

Completed applications should be sent to:

Michelle Chisholm
Nova Scotia Department of Fisheries and Aquaculture

Mailing:
P.O. Box 2223
Halifax, NS
B3J 3C4

Courier:
1741 Brunswick St., 3rd Floor
Halifax, NS
B3J 3X8

Application Deadlines

Project applications will be reviewed on a quarterly basis, except for the remainder of the current fiscal year, when they will be reviewed monthly.

2008/09	2009/10	2010/11
Applications accepted anytime until April 30.	April 30	April 30
	August 31	August 31
	November 30	November 30
	January 31	January 31

Lead Applicant / Organization:		
Contact Person & Title:		Telephone #:
Mailing Address:		Fax: Cell:
Civic Address:		Email:
Town/City:	Postal Code:	Location of Project:

<p>Project Description (Executive Summary)</p> <p>Provide a brief description of the project. It should be clear and concise, and provide an easily understandable overview of what you are proposing.</p>

<p>Project Objectives</p> <p>Prepare a brief description of the goals/objectives of the project and the specific deliverables resulting from it .Indicate how it will support the stated objectives of the Seafood Sector Renewal Program.</p>

Project Start Date (dd/mm/yyyy):	Project End Date (dd/mm/yyyy):
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Project Costs		Project Funding	
Materials (excluding taxes)	\$	Applicant's cash contribution:	\$
Equipment (purchase or lease)	\$	In-Kind labour:	\$
Contracted labour (attach quotes)	\$	In-Kind materials:	\$
In-Kind labour	\$	Funding requested under the SSRP:	\$
Sub-Contractors	\$	Other funding assistance	\$
Other	\$		
Total Project Cost:	\$	Total Project Funding:	\$

All information supplied is subject to the privacy and disclosure provisions of the Freedom of Information and Protection of Privacy Act.

Project Proposal Attached (circle one): YES NO	Applicant's Signature:	Date:
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