



Eastern Ontario Development Program Guidelines

Purpose:

The EODP is managed by the Federal Economic Development Agency for Southern Ontario and is being delivered in partnership with the 15 Community Futures offices in eastern Ontario, as well as the Community Futures Eastern Ontario Network. The program supports rural eastern Ontario communities to pursue the creation of a competitive and diversified regional economy through investment in economic development, small business growth, job creation and community innovation, for projects starting April 1, 2018 and ending October 31, 2018.

Community Innovation (CI)

Community Innovation support strategic community-led economic development that will enhance and diversify local economies. Eligible activities are projects that will expand economic assets.

Projects may include but are not limited to:

- Industry cluster development and expansion
- Labour market development – skills development, skills gap analysis, worker transition
- Strategic planning and research studies
- Community-based economic development projects

Business Development (BD)

Business Development supports projects to stimulate business development opportunities within that lead to the growth of new and existing businesses.

Projects may include but are not limited to:

- Business Transition, Succession Planning Initiatives
- Productivity Enhancements (Lean SixSigma, information and communication technologies; new technologies; productivity assessments)
- Market Diversification (new product line; export outside Ontario; new demographic)
- Innovation or Product Development e.g. research and development, commercialization of new technologies
- Certifications including but not limited to: ISO, CE,UL,CSA,EPA,ANSI

Eligible Recipients:

- Not for profit organizations including municipalities and municipal organizations, corporations, community economic development organizations
- Commercial enterprises including individuals, corporations, partnerships, cooperatives, or trusts
- Aboriginal organizations
- Post-secondary institutions

Maximum Contributions

Funding contributions to all Eligible Project Recipients, either For Profit or Non Profit, will be non-repayable contributions, up to 50% of total Eligible Costs, of the approved funding amount, to a maximum of \$100,000 per Eligible Project Recipient.

Proof of applicant's cash contribution of 50% is mandatory for all projects.

Eligible Costs May Include:

- Labour: salaries, wages and employer expenses
- Expertise: consultant* and other professional services. Consultants must operate at arm's length of the Eligible Recipient and should be experienced, professional and recognized as providing high quality work located in Peterborough County
- Non-Capital expenses originating from businesses located in Peterborough County
- Capital: equipment purchased from Canada and an emphasis on local suppliers. Equipment purchases from outside Canada will be considered on a project to project basis.

Ineligible Costs:

- Basic website development
- Bonuses, Director fees or honoraria
- Construction or renovations
- Cost of land
- Depreciation on fixed assets
- Entertainment expenses
- Fines or penalties
- HST
- Lobbying fees
- Meals and accommodation costs
- Ongoing core operational expenses
- Purchase of motor vehicles

- Salaries or wages to family members of employees
- Costs incurred prior to the start date will not be supported.
- Costs that are deemed unreasonable or not incremental or not directly related to the eligible project activities

Timelines:

Application Process will begin in January 2018

Projects must be ready to start: April 1, 2018

Project End Dates:

- **Labour Costs - Oct 31, 2018**
- **Expertise – July 31, 2018**
- **Non-Capital – July 31, 2018**
- **Capital Costs – June 30, 2018**

Please complete and sign the application form and deliver a hardcopy to:

Community Futures Peterborough
351 Charlotte Street
Peterborough, ON K9J 2W1

Deadline: Wednesday, January 31, 2018 at 4:00 PM

Questions:

Any questions or concerns regarding the application process should be directed to:

Patricia Peeling
Phone: 705-745-5434
Email: pat@cfpeterborough.ca

With the support of the Government of Canada
through the Federal Economic Development
Agency for Southern Ontario.

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