



# **FUNDING NORTHERN POSSIBILITIES**

**PROGRAM GUIDELINES**

**July 5, 2023 (FINAL)**

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## DEFINITIONS

**Applicants:** all organizations that have completed or are in the process of completing the application process with MMDF.

**Application Review Committee (ARC):** Committee appointed by the MMDF Board to review applications for funding.

**Contribution agreement:** agreement between the recipient and MMDF that sets out the terms for funding.

**Eligible Receipts:** applicants that meet the criteria set out in Section 4.0 of this document.

**Eligible Projects:** projects that meet the criteria set out in Section 4.0 of this document.

**MMDF Board of Directors (Board):** Board that oversees the management, administration, and high level direction of MMDF.

**Manitoba Chambers of Commerce (MCC):** non-profit organization and administrator of MMDF that champions sustainable economic growth leading to greater prosperity for business and communities in Manitoba.

**Mineral Exploration :** The first phase of mineral development cycle, the search for mineral deposits.

**Mining Value Chain:** Is the path that valuable minerals go through from discovery to delivery as final products.

**Receipts:** all organizations that have received approval for funding of a project under MMDF.

**Selection Criteria:** set of assessment criteria established by the Board to evaluate applications.

## 1.0 PURPOSE

The overall purpose of the Manitoba Mineral Development Fund (MMDF) is to grow the mineral development industry and stimulate economic development in northern Manitoba. To do this, MMDF will provide grant funding to projects that benefit Manitoba's economy and local communities alike, with a focus on projects related to the mining supply chain.

## 2.0 KEY OBJECTIVES

1. Increase mineral exploration and development in Manitoba.
2. Strengthen the mining value chain in Manitoba.
3. Advance economic reconciliation through meaningful partnerships with Indigenous communities, businesses, and the mining sector in Manitoba.
4. Support economic development in mining communities impacted by changes in mining activity (closures, downsizing, expansion, new development)

## 3.0 PROGRAM ELIGIBILITY

To be eligible for funding under MMDF, an organization must demonstrate the ability to meet the basic eligibility requirements.

### 3.1 ELIGIBLE RECIPIENTS

- Municipal or regional governments established by or under provincial statute; or
- A private sector body including for-profit & not-for-profit organizations (incorporated organizations must be incorporated or registered under The Corporations Act to conduct business in Manitoba); or
- An Indigenous organization or community as represented by their leadership.

### 3.2 ELIGIBLE PROJECTS

- Must be located within the Province of Manitoba, and.
- Must align with one or more of objectives for the program; and
- Must demonstrate tangible economic benefits (e.g., maintaining current employment, job creation or enhancement, incremental income within an identifiable time frame).

## 4.0 PROJECT SELECTION

Applications will be assessed based on the project's overall alignment with MMDF's objectives and the project's potential outcomes, feasibility, and viability.

### 4.1 SELECTION CRITERIA

1. **Alignment with MMDF's objectives**
  - a. How well does the proposed project align with one or more of MMDF's objectives?
2. **Project outcomes/impact**
  - a. What tangible or measurable outcomes does this project result in?
  - b. What are the short term and long-term benefits of the project?

- c. To what extent are proposed project activities being incremental in nature (e.g., investment in new technology, mobilization of additional equipment or staff).
- 3. Project feasibility**
- a. What resources (human, financial) are available to successfully complete this project?
  - b. What historic results does the proposed project demonstrate?
  - c. Does the proposed project demonstrate a reasonably feasible:
    - i. Project work plan
    - ii. Project budget (including reasonable and eligible project costs)
    - iii. Location (existing infrastructure)
    - iv. Project team
    - v. Financial commitment and capacity
    - vi. Ability to meet regulatory requirements.
- 4. Project Collaboration & Partnerships**
- a. Does the project demonstrate local support and involvement of local community in project planning and implementation?
  - b. To what extent are there opportunities for collaboration and partnerships with local communities on the project?
- 5. Long term viability of project**
- a. To what extent will the proposed project be viable in the long term?
  - b. To what extent will this project require an ongoing financial support from MMDF?

## 5.0 FUNDING GUIDELINES

Projects funded by MMDF will be subject to the following guidelines for the provision of funding.

1. Applicants are eligible to apply for a maximum of one project per calendar year.
2. The maximum funding available per project (application) is \$300,000. \*
3. For-profit applicants are eligible for funding in the amount of 30% of capital and non-capital costs associated with the project.
4. Non-profit applicants (including municipalities and Indigenous communities) are eligible for 50% - 70% of capital costs and 75% of non-capital costs associated with the project.
5. Project funding will be available as a one-time grant that will be issued in installments to coincide with project progress.

*\*The Board may approve funding for projects more than the proposed limits on a case-by-case basis*

## 5.1 ELIGIBLE COSTS

All proposed costs should demonstrate how they are essential to the implementation of the project. Examples of eligible costs include, but are not limited to:

1. Professional services for geoscience research and exploration.
2. Consulting services for community engagement.
3. Information management and information technology acquisitions.
4. Legal, administrative, accounting, licensing, permits.
5. Supplies, transportation.
6. Capital improvements/infrastructure costs related to projects.

7. Personnel: salary, travel expenses and benefits.
8. Other costs that are reasonable, incremental, and directly attributable to activities necessary to achieve desired results, as specified by the agreement.

## 5.2 INELIGIBLE COSTS

All costs incurred before the signing of a contribution agreement, unless authorized by MMDF, are not eligible for reimbursement. Costs that are deemed unreasonable, and/or not related to project activities will be ineligible for reimbursement.

Other costs ineligible for financing under MMDF include, but are not limited to:

1. Allowance for interest on invested capital, bonds, debentures, and other debt.
2. Losses on investments, bad debts and associated expenses, other projects, and contracts
3. Repayment of existing debts.
4. Amortization or depreciation of assets.
5. Federal and provincial income taxes, GST (recoverable portion).
6. Employee bonuses.
7. Donations, dues, and membership fees.
8. Entertainment expenses

## 5.3 CONTRIBUTION AGREEMENT

1. Once an application for funding is approved, a contribution agreement will be entered into between the recipient and the MMDF.
2. The agreement sets out terms and conditions for funding in accordance with Treasury Board's Policy on Transfer Payments.
3. Failure to meet these terms set out in the contribution may result in non-payment and/or reimbursement of payments made.

## 6.0 APPLICATION PROCESS

### 6.1 APPLICATION INTAKE

Application intake occurs on a bi-monthly basis. Please contact the Program Manager for upcoming intake deadlines.

### 6.2 APPLICATION ADMINISTRATION

1. To apply for funding, applicants shall complete the necessary application form(s).
2. All applicants are required to complete an online application form: ([LINK](#))
3. If an applicant has limited connectivity or other barriers to completing an online application form an alternative application form can be completed.
4. The ARC can request further information or clarification on project details following the review of the application.
5. All required supporting documentation (financial, commercial, scientific, technical, or otherwise) will be treated in accordance with the *Access to Information Act* and MMDF's *Privacy Policy*.

### **6.3 APPLICATION APPROVAL**

1. Once submitted, applications are reviewed by the Program Manager for completeness and accuracy.
2. When an application contains all necessary information, it will be presented to the ARC for consideration.
3. Due diligence on project applications will be undertaken by the Program Manager prior to any recommendations for funding made by the ARC to the Board.
4. The ARC will recommend the Board approve, not approve, or obtain further information on the application.
5. The applicant will be notified by the Program Manager when a decision on the application has been made.

### **7.0 POST APPROVAL PROJECT REPORTING**

1. The contribution agreement will establish guidelines and reporting requirements (both financial and outcome based) for each project.
2. The recipient shall develop and implement a performance management framework and reporting system to measure the performance of the project, provide progress reports on a regular basis and a performance report summarizing project reach, results achieved, and resources expended.
3. Upon request, or as outlined within the contribution agreement, MMDF may conduct an audit on the project.