

Resource Recovery Fund Board Incorporated

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VALUE-ADDED MANUFACTURING **APPROVED PROGRAM FUNDING GUIDELINES**

1. **Program Purpose**

To capitalize on business development opportunities created from the implementation of the Nova Scotia Solid Waste-Resource Management Strategy by providing financial assistance for locally-based businesses to develop value-added products from materials recovered from the waste stream.

2. **Eligible Projects**

The following projects are eligible for funding assistance under this program:

- a) Prototype, pilot or demonstration of new technology for the collection, diversion, processing, manufacturing and distribution of materials diverted from the waste stream. Pilot or demonstration refers to the technical and commercial validation of a technology, process or service not previously available in Nova Scotia.
- b) Commercialization of new technology, products or services for materials diverted from the waste stream, preferably with export potential.

The amount of funding available each year is limited. Project applications are ranked according to job creation, market development potential and other economic factors. In allocating funds, emphasis will be placed on projects designed to commercialize new technology, products or services in the following areas:

- i) Value-added manufactured products from solid waste;
- ii) Development of new solid waste processing and handling technologies;
- iii) Processing and marketing waste materials, and
- iv) Introduction of solid waste management and training systems.

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The RRFB desires, where practicable, to encourage business alliances and partnered proposals for new products, services, and technologies of province-wide significance and benefit, particularly with sustainable jobs and export earnings potential. Consequently, these types of projects will receive priority in the distribution of program funding. The key to project eligibility is a strong business case and the degree to which the project reflects the Program Purpose.

3. Eligible Applicants

Eligible applicants refer to individual businesses, business associations, industry-led collaborative partnerships between the private and public sectors and two or more businesses or consortia. Applicants must hold the necessary licenses, leases, and permits, where applicable. Applicants and/or project activities shall be based in Nova Scotia, unless specifically approved by the RRFB. In some instances, an applicant may request the RRFB to become directly involved in a project.

4. Eligible Costs

Costs will be considered eligible for assistance under this Program so long as they are essential to the start-up and success of the project, are incremental, arms' length, represent fair market value, and do not qualify for sufficient assistance through other programs.

5. Capital Costs

Capital cost is the amount of consideration given up to acquire, construct, develop or better a capital asset and includes all costs directly attributable to the acquisition, construction, development or betterment of the capital asset including installing it at the location and in the condition necessary for its intended use.

Where a capital asset is acquired, costs include the purchase price and other acquisition costs such as brokers' commissions, installation costs including design and engineering fees, legal fees, transportation charges, duties, testing and preparation charges.

Where a capital asset is constructed or developed, the cost would include direct construction or development costs, such as materials and labour, and overhead costs directly attributable to the construction or development activity.

6. Ineligible Costs

Ineligible costs include salaries and benefits, land, depreciation, general purpose vehicles and any other costs that are not considered essential to the project.

7. Project Assistance

a) Program assistance is provided in the form of a loan, forgivable loan or, non-repayable grant.

Value-Added Manufacturing

- b) Applicants must confirm at least a 20% equity position in the project to qualify for assistance.
- c) Program assistance will not normally be accessible prior to written confirmation of the availability of other project financing.
- d) The maximum Program contribution will generally be no more than 50% of total costs of the proposed project, unless specifically approved by the RRFB.
- e) In normal circumstances, no assistance will be provided for any project which commenced, had costs incurred, or for which the applicant made written financial commitments prior to the date on which the application was received by the RRFB.

8. **Application Assessment and Analysis**

All applications are reviewed by the Approved Program Funding Committee.

Applications must be in writing and supported by a detailed project proposal or business plan.

The application must be accompanied by a certified cheque or money order in the amount of **\$200, payable to the Resource Recovery Fund Board Inc.** This processing fee is non refundable. Non-profit organizations are exempt from this fee.

The assessment process may include consultation with government agencies and the use of contracted services. The applicant will be expected to operate under the principle of full disclosure and provide all information necessary to ensure a complete evaluation of the project. All information received is protected by privacy guidelines and will be treated as confidential.

Applicants will be informed of the RRFB project funding decision by letter. The letter to successful applicants will include the terms and conditions of the offer and details on payment and invoicing, records, reviews, and audits.

As an option, applicants may submit an informal, two-page project description to the RRFB to get an early indication of project eligibility and funding availability.

9. **Submission Date**

Applications can be submitted at any time. The Approved Program Funding Committee meets quarterly in March, June, September and December. Applications should be submitted no later than the end of the previous month to be considered for review by the Committee.