

Rural Programs Branch

July 31, 2017

File Number: RED4-08059

Larry McGregor, Interim CAO
The Corporation of the Township of North Huron
PO Box 90, 274 Josephine Street
Wingham, ON N0G 2W0

Dear Larry McGregor:

I am pleased to inform you that your project "**Village of Blyth Hotel Feasibility Study**" has been conditionally approved. The Rural Economic Development (RED) program will provide funding at **fifty per cent (50%)** of your total eligible project costs up to the amount of **\$ 7,500.00**. This is subject to the execution of a Contribution Agreement between the recipient(s) and the Ontario Ministry of Agriculture, Food and Rural Affairs.

Please note that your conditionally approved funding must be kept confidential until an announcement is scheduled by the Ministry. Note that only eligible costs incurred after the project has been approved will be funded. **Your approval date is July 24, 2017.**

Prior to finalizing the Contribution Agreement, additional information is required. Please review tables 1 to 4 to confirm the accuracy of the information. Please submit the information requested below by **Monday, August 14, 2017**, or your conditional approval may be withdrawn.

Table #1 lists cost items associated with your project that were deemed eligible following the review of your Application. However, any of these costs that were incurred prior to **July 24, 2017** will be deemed ineligible for funding.

Table #1

Eligible Cost Items	
Consulting services (feasibility study)	
Total Eligible Costs	\$ 15,000.00

Note: Total Eligible Costs cannot be increased.



1. Please confirm your **project completion date** set out in Table #2 below and advise of any adjustments that may be required.

Table #2

	Project Start Date	Project Completion Date
Project Timeline NOTE: Costs incurred prior to July 24, 2017 will not be eligible for reimbursement	7/24/2017	12/31/2017
Updated (if adjustment required)		

2. Please confirm the total eligible costs by funding quarters and year(s) for your project as set out in Table #3. Please note, an expense is incurred once the goods or services have been received, regardless of when payments are made.

You may request to move or reduce expenditures due to a later project start date at this time; however, your request will require Ministry approval. After the Contribution Agreement is executed, there may be no flexibility to move funding between funding years.

Table #3

Total Eligible Costs by Funding Year(s)						
	Funding Year	Quarter 1 (Apr - Jun)	Quarter 2 (Jul - Sep)	Quarter 3 (Oct - Dec)	Quarter 4 (Jan -Mar)	Funding Year Total
2017/18	As per Application	\$.00	\$.00	\$ 15,000.00	\$.00	\$ 15,000.00
	Updated (if required)	N/A				
2018/19	As per Application	\$.00	\$.00	\$.00	\$.00	\$.00
	Updated (if required)					
2019/20	As per Application	\$.00	\$.00	\$.00	\$.00	\$.00
	Updated (if required)					
	TOTAL					\$ 15,000.00

Note: Total Eligible Costs in Table #3 should equal Total Eligible Costs in Table #1 and Table #4.

3. Please confirm the details set out in Table #4 (Sources of Funds) and advise of any adjustments that may be required. (Note: RED funding requested cannot be increased and must match or be lesser than the funding approved. Total Eligible Costs cannot be increased).

Table #4

Sources of Funds	Amount
RED Funding	\$ 7,500.00
Blyth BIA	\$ 3,750.00
The Corporation of the Township of North Huron	\$ 3,750.00
TOTAL	\$ 15,000.00

Please confirm the full legal name of your organization or municipality and the names and titles of the official signatories for the Contribution Agreement. It is important that the information is accurate (including the spelling of the legal name and signatories).

Legal name:

The Corporation of the Township of North Huron

Signatory 1

Name: Gary Long

Title: CAO/Clerk

Signatory 2

Name: Neil Vincent

Title: Reeve

Legal name co-applicant:

Blyth Business Improvement Association

Signatory 1 co-applicant

Name:

Title:

Signatory 2 co-applicant

Name:

Title:

The RED program delivers on several Ontario government priorities, one being job creation. We ask that you report any employment opportunities that you will be able to retain or create as a result of this project. Please include temporary positions (construction, seasonal/summer jobs), part-time (approximately 20 hours per week), permanent on-going, and employee retention. Please use the table below for forecasting.

Category	Temporary	Part-Time	Permanent
Jobs created			
Jobs retained			

Please note that as per the RED Program Guidelines, requirements of successful applicants are laid out below for your information:

- Applicants and co-applicants (if applicable) for approved projects are required to sign the Contribution Agreement with the Province of Ontario. In the event of an error, omission or inconsistency between the RED Program Guidelines, the application and the Contribution Agreement, the Contribution Agreement will supersede and prevail.
- All parties signing a Contribution Agreement with the Province of Ontario are required to have comprehensive general liability insurance with coverage for at least \$2 million per occurrence for the term of the Contribution Agreement. This insurance must show the Province (Her Majesty the Queen in right of Ontario) as an additional insured party on the policy, provide a right of "first call" over other persons and contain the endorsements specified by the Contribution Agreement. This is required throughout the term of the Contribution Agreement. A Certificate of Insurance must be submitted to the Ministry prior to the signing of the Contribution Agreement. Note: a "sample" Certificate of Insurance has been included for reference purposes.
- The person(s) signing the Contribution Agreement must also provide the appropriate documents indicating they have the authority to be bound. For example: municipalities and Indigenous communities must submit a municipal by-law or Band Council Resolution, authorizing the municipality or the band to enter into the Contribution Agreement with the Province of Ontario. Moreover, incorporated entities must provide proof of current status and constituting documents (e.g. Articles of Incorporation or Letters Patent) which state the full and proper name of the organization as well as the authorized signatories.

Please return this letter with confirmed and/or updated information by **August 14, 2017** by email, fax or mail to:

- Email: RED@ontario.ca, or
- Fax: 519-826-3398, or
- Mail:
Jennifer Dale – Program Coordinator
Rural Programs Branch
Ontario Ministry of Agriculture, Food and Rural Affairs
1 Stone Road West, 4th Floor
Guelph, ON N1G 4Y2

Upon confirmation of the information in this conditional approval letter, the Ministry will forward the Contribution Agreement for your review and signature(s). Further details will be provided at that time regarding the claims process and other reporting requirements.

Should you have any questions or require additional information, please do not hesitate to contact your project analyst, Lynda Gourlay, at lynda.gourlay@ontario.ca or at (519) 826-7892.

Congratulations on the conditional approval of your RED project.

Sincerely,



Andrea Ruskova, Manager (A)
Business and Rural Investment Programs
Attachment: Sample of Certificate of Insurance