

## Request for Proposals for BC Climate Agri-Solutions Fund (BCCAF): Training and Knowledge Transfer Delivery Agent

**Issued by:** Investment Agriculture Foundation of BC

**Issued on:** February 10, 2023

**Closing time:** February 28, 2023 at 4:30 pm PST

**Submit to:** [info@iafbc.ca](mailto:info@iafbc.ca)

### Project Overview and Context

**Title:** BCCAF Training and Knowledge Transfer Delivery Agent

**Timeline:** April 1, 2023 – March 31, 2024

**Budget:** up to \$50,000

### About IAF

The Investment Agriculture Foundation of BC (IAF) delivers programs and services to support a thriving agriculture and agri-food sector in British Columbia.

With 25+ years of experience, we are recognized as the leading provider of high-quality and cost-effective program delivery services for the agriculture and agri-food sector in British Columbia. We have delivered over \$250 million to industry on behalf of the federal and provincial governments.

### BCCAF Overview

The BC Climate Agri-Solutions Fund (BCCAF) supports the adoption and on-farm implementation of best management practices (BMPs) in cover cropping, rotational grazing, and nitrogen management; training of advisors/agrologists; and knowledge transfer activities. All activities have an active focus on carbon sequestration and greenhouse gas mitigation. BCCAF is funded by the Government of Canada through the On-Farm Climate Action Fund.

### Services

In consultation with IAF, the successful delivery agents will provide the following:

- Training of Agrologists, Agronomists and Certified Crop Advisors in cover cropping, rotational grazing, and/or nitrogen management; and/or
- Farmer Engagement and Knowledge Transfer Activities in cover cropping, rotational grazing, and/or nitrogen management

The manner of training and services provided may include, but is not limited to:

- The demonstration of the viability of eligible BMPs in the three areas (e.g. field and farm demonstration days, workshops)
- Providing access to agronomic information (e.g. providing access to Agrologists, mentorship programs, peer-to-peer learning)
- Delivering training to implement eligible BMPs in the three key areas
- Developing or providing training materials (e.g. Fact Sheets, technical bulletins, videos, podcasts)

Training, Farmer Engagement and Knowledge Transfer Activities may occur as stand-alone event(s)/service(s) or be incorporated into a broader industry event such as a conference or AGM.

All training and knowledge transfer materials will be published and shared via the program and IAF's communication platforms. Information about previous Training and Knowledge Transfer events supported through BCCAF can be accessed here: [www.bccaf.ca](http://www.bccaf.ca)

The following costs are not eligible for project funding:

- Research activities
- Travel and accommodation expenditure for federal government employees

## Submission and Communication Guidelines

### Proposal Guidelines:

- Proposals must not exceed five pages (appendices outlined below do not count towards page total) and must include a project proposal and itemized budget. The budget must not exceed \$50,000 (including GST, if applicable).
- Proposals should include:
  - Brief background on your organization including your mandate and membership
  - Overview of previous experience and success. Including samples of previous materials or events (samples to be provided as appendices)
  - Overview of training, farmer engagement, and/or knowledge transfer activities
  - Key deliverables
  - Project partners (if any)
  - Budget with cost breakdown for labour, deliverables/activities, travel/accommodation, speaker/expert fees, hosting/meals
- Submissions must include corporate resumes and/or individual resumes for those working on the project (to be provided as appendices).
- We are interested in creative proposals that meet the project objectives within the project budget.

### Evaluation of Proposals:

IAF will contract with multiple delivery agents to support BC's diverse agricultural sectors and regions.

Proposals will be evaluated based on:

- Alignment with BCCAF goals
- Target/reach
- Geographic/sector distribution
- Leveraging of existing partnerships or training opportunities
- Previous experience and success

**Contracting and Reporting:**

Successful Delivery Agents will be required to:

- Enter into a Service Agreement with IAF
- Acknowledge funding in accordance with program guidelines
- Sign up for Electronic Funds Transfer (EFT)
- Report against approved Project Proposals

**Communication:**

All communications, including questions and proposal submissions, should be directed to [info@iafbc.ca](mailto:info@iafbc.ca)

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