



Department of Economic Development and Transportation COMMERCIAL FISHERIES FREIGHT SUBSIDY POLICY

POLICY STATEMENT

The Government of Nunavut supports the development of a commercial fishing sector within the territory that maximizes economic benefits to Nunavummiut while maintaining principles of sustainable and ethical resource use. Nunavut's extensive land mass contributes to a substantial increase in the freight costs required to ship commercial fisheries products to markets both within and outside the territory.

The **Commercial Fisheries Freight Subsidy Policy** (Policy) provides financial support to eligible commercial fishing businesses in Nunavut to offset the freight costs required to move their product to market and for air charters for fly-in fisheries.

The Department of Economic Development and Transportation (Department) is committed to a grants and contributions approval process that is accountable, easy to understand, fair, transparent and reflects community needs.

PRINCIPLES

This policy is guided by the following Inuit Societal Values:

- a) Qanuqtuurniq— Being innovative and resourceful: this policy shows the department's commitment to supporting the participation of Nunavummiut in the development and growth of Nunavut's economy.
- b) Inuuqatigiitsiarniq— Respecting others, relationships and caring for people: the grants and contributions available in this policy support the values, knowledge, beliefs and cultural distinctiveness of Nunavummiut;
- c) Tunnganarniq— Fostering good spirits by being open, welcoming and inclusive: this policy promotes transparency as all roles and responsibilities, the funding evaluation, and award process are clearly defined;
- d) Piliriqatigiinniq/Ikajuqtigiinniq— Working together for a common cause: funding will be managed in a manner consistent with the Financial Administration Act and the Financial Administration Manual, ensuring accountability of government funds;
- e) Pilimmaksarniq/Pijariuqsarniq— Development of skills through observation, mentoring, practice, and effort: all partnerships take into consideration economy, efficiency and effectiveness and will respect Inuit Qaujimajatuqangit in strengthening Nunavut's economy; and
- f) Pijitsirniq— Serving and providing for family and/or community: partnerships are administered in a way that is accountable, sustainable, and responsive to the needs of Nunavummiut.

APPLICATION

This policy applies to eligible recipients of funding under this policy.

DEFINITIONS

Applicant – an individual or business who submits a completed application under this Policy.

Commercially Harvested Fish - the species of freshwater and anadromous (sea-going) fish included in Schedule V (Variation Notice for Commercial Fisheries) pursuant to Section 30 of the Nunavut Fisheries Regulations as passed by Order in Council, along with species located within the marine environment including but not limited to Turbot, Shrimp, and Shellfish.

Compliant Harvesting – the harvesting of Commercially Harvested Fish that is licensed by the Department of Fisheries and Oceans for commercial or exploratory purposes and in compliance with relevant territorial and federal acts and regulations.

Fiscal Year - a period starting on April 1 of the current calendar year and ending on March 31 of the following calendar year.

Nunavut Resident – an individual who has spent the last twelve (12) months residing in Nunavut, maintains a physical residence in Nunavut, and when requested can provide documentation supporting their residency. Proof of residency includes, without limitations, a valid Nunavut Healthcare Card and/or other accepted proof such as a Nunavut General Hunting License, a Nunavut Driver's License and a lease or rental agreement.

Southern Gateway City - Canadian cities outside of Nunavut to which Commercially Harvested Fish are shipped including Ottawa, Montreal, Winnipeg, Yellowknife, and Edmonton.

ROLES AND RESPONSIBILITIES

Minister

The Minister of Economic Development and Transportation is accountable for the overall program funding and results of this Policy.

Deputy Minister

The Deputy Minister of Economic Development and Transportation is accountable to the Minister for the administration of this Policy.

The Deputy Minister establishes clear and transparent procedures and criteria for the allocation of funds under this Policy, including specification for:

- Eligibility criteria
- Benefit criteria
- Application procedure
- Approval procedure
- Funding criteria
- Appeal procedure

Assistant Deputy Minister

The Assistant Deputy Minister of Economic Development will be responsible for reviewing and adjudicating appeals under this Policy.

Director

The Director of Fisheries and Sealing will be responsible for the following:

- overseeing the proper administration and communication of this Policy;
- creating and administering guidelines to facilitate the application process and evaluation criteria of this Policy; and
- approving applications and related funding amounts under this Policy.

PROVISIONS

Eligibility Criteria

Eligible Applicants under this Policy include:

- Nunavut Residents who conduct Compliant Harvesting of Commercially Harvested Fish;
- Incorporated and registered businesses in Nunavut with offices and day-to-day operations located within the territory who conduct Compliant Harvesting of Commercially Harvested Fish; and
- Societies registered under the Nunavut Societies Act (or a not-for-profit corporation registered under the Canadian Corporations Act) for the purposes of delivering fisheries related projects in Nunavut. This includes Community Development Corporations (CDO), Hunters and Trappers Organizations (HTO) and Hunters and Trappers Associations (HTA).

Eligible Activities under this Policy include:

- The transportation of Compliantly Harvested or Commercially Harvested Fish from the site of harvest to or between communities in Nunavut for processing or commercial sale;
- The transportation of people and equipment to or from a harvesting site; and

- The transportation of unprocessed and processed fish products from Nunavut communities to Southern Gateway Cities for commercial sale.

Benefit Criteria

Eligible Expenses under this Policy include:

- Freight expenses prior to the addition of Government Sales Tax (GST);
- Fuel surcharges;
- Nav Canada surcharges; and
- Charter flight expenses.

Application Procedure

To apply for funding under this Policy Eligible Applicants must submit the following:

- A completed application form (Appendix A);
- An invoice for the amount being claimed;
- All relevant freight waybills clearly labelled “Fish” or “Shellfish”;
- A spreadsheet summarizing all freight waybill expenses;
- Any additional documentation requested by the Department; and
- Charter flight invoices and dates of flights.

Incomplete application submissions will not be adjudicated.

Applicants can apply once per year.

The Department will make reasonable efforts to provide applications with notifications of incomplete application submissions.

Approval Procedure

The Division will review completed applications to assess the compliance with the Policy and adjudicate funding approvals. **Funding Criteria**

Financial Conditions

- a) All provisions contained in the *Financial Administration Act* and the government’s *Financial Administration Manual* shall apply to the administration of all grants and contributions issued by the department.

- b) The Director will determine the amount of funding being approved under this Policy. Recipients are not guaranteed to receive the full amount of funding requested.
- c) Financial resources under this Policy are conditional on approval by the Legislative Assembly and on the availability of funds in the appropriate budget.

General Conditions

- (a) The Policy is authorized to subsidize up to 50% of the total approved freight cost for Eligible Activities as defined in this Policy.
- (b) The funds under this Policy are distributed between the three regions – Qikiqtaaluk, Kivalliq and Kitikmeot.
 - The Policy calculates the amount of funding with the following formula: $\frac{1}{2}$ of all eligible expenses up to the $\frac{1}{3}$ allowed per region.
 - If one region has a surplus of unused funds it will be made available to other regions.
- (c) Prior to applying for funding through this Policy Applicants are required to seek freight subsidy funding from other available sources, when possible.
- (d) Applicants must advise the Department if they have any outstanding amounts owing to the Government of Nunavut, under legislation or an agreement. Such amounts may be set-off against amounts owing to the government.
- (e) The *Access to Information and Protection of Privacy Act* applies to all aspects of funding under this policy.
- (f) Approved funding recipients must ensure compliance with section 3 of the *Inuit Language Protection Act* (Nunavut).

Payment

- a) Successful applicants will receive a single, lump sum payment upon the approval of their application by the Director in accordance with this Policy .

APPEAL

Applicants have the right to appeal a denial of funding under this Policy by submitting a completed Appeal Form (Appendix B).

Appeals will be reviewed by the Assistant Deputy Minister, who may award funding to

an Applicant if a review indicates that this Policy was incorrectly applied with respect to the Applicant's file, or if additional information is presented that would result in a different decision.

The onus is on the Applicant to demonstrate that this policy was incorrectly applied in the review of the application and the decision to deny funding, or in cases where additional information exists the onus is on the applicant to provide the additional information promptly and completely.

PREROGATIVE OF THE EXECUTIVE COUNCIL

Nothing in this policy will in any way be construed to limit the prerogative of the Executive Council to make decisions or take actions, respecting grants and contributions funding of the Government of Nunavut, outside the provisions of this directive.

SUNSET

This policy remains in effect until replaced or repealed. The sunset date for this policy is August 1, 2026. The department will initiate a review of this policy no later than 2026.

PART C: Air Charter for Fly-In Fisheries

Dates of flights and associated invoice (include original invoices with application package):

PART D: Declaration

Please read carefully: By signing this application, I declare the information in this application and in any attachment, is true and accurate. I understand that if I choose to complete and submit this application electronically it will be equivalent to an electronic signature and will be treated in the same manner as if I had signed and submitted it through other means.

Applicant's Declaration to the Department of Economic Development & Transportation

1. I confirm the information given in this application is, to the best of my knowledge and ability, complete, true and correct.
2. I certify that financial assistance from EDT is a significant factor in the decision to proceed with this request.
3. I certify that neither the applicant nor its officers are involved with any litigation, or in any proceedings before any government board, agency or tribunal which have not been disclosed in writing as an attachment to this application.
4. I will provide all information required by EDT to complete the assessment of this request and I authorize EDT to make any inquiries of such persons, firms, corporations or other government agencies as it deems necessary in order to reach a decision on this application.
5. I authorize EDT to access, at any reasonable time, the site and premises of facilities described in this application.
6. I agree to provide financial and audit results as required set out in the Contribution Agreement.
7. I agree that details of the any contribution may be made available to the public at the discretion of EDT.

Signature of Applicant:

Date: (mm/dd/yyyy)

Submit completed form(s) to:

FOR OFFICE USE ONLY

Date Received:

Total Amount Requested:

By:

Approved Amount:

Appendix B – Appeal Form



DEPARTMENT OF ECONOMIC DEVELOPMENT AND TRANSPORTATION Commercial Fisheries Freight Subsidy - Appendix B

Department of Economic Development and Transportation **Appeal Request Form**

Information from Organization who was denied a Commercial Fisheries Freight Subsidy and wants to request a revision:

Organization Name: _____
Primary Contact Person: _____ Phone Number: _____
Fax Number: _____ Email Address: _____
Date Application: _____
Reason given for denial: _____

Name of individual/office that denied the application, if known: _____

This appeal must include the original application form, as well as any additional information.

This is to notify the Department of Economic Development and Transportation of my intention to appeal a decision made with respect to them Commercial Fisheries Freight Subsidy. I am appealing the decision for the following reason(s):

Attach additional pages, if necessary.

Signature of Applicant

Contact Number

Email completed appeals to:

To be completed by the Appeals Reviewer:

Reason for decision:

Approved Denied

Signature

Date

In the event that this appeal is denied, a supplementary appeal may be submitted to the Deputy Minister of Economic Development and Transportation.