

MRC PONTIAC OUTAOUAIS

Regions and Rurality Fund

Component 4

Axis – Support for vitalisation

2023 Project Submission Guide

Deadline for project submissions:

Friday, August 25th, 2023 at 12:00 (noon)



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FOUNDATION

1.1 CONTEXT

The MRC Pontiac is implementing the vitalisation agreement, signed with the Ministère des Affaires municipales et de l'Habitation (MAMH) on November 15, 2021. This agreement stems from the Regions and Rurality Fund (FRR) - Component 4, axis regarding *Support for vitalisation*, it is also part of the mobilization and cooperation of municipal organisations and partners to better address specific vitalisation challenges.

By making vitalisation agreements available to the County of Regional Municipalities (MRC), the government aims to:

- Encourage the mobilization of elected officials and municipal administrations to address specific vitalisation challenges.
- Foster collaboration between regional government departments and agencies, MRCs' and local municipalities facing these challenges.
- Support the implementation of vitalisation initiatives in the territory concerned.
- Improve services or facilities for the population, through the implementation of economic, social, tourism or cultural projects.

The MRC Pontiac allocates this fund to finance all measures and actions aimed at the vitalisation of the territory as defined in the vitalisation framework developed by the MRC's vitalisation committee and adopted by the MRC Pontiac Regional Council of Mayors, held on Wednesday, June 21, 2023 (C.M. 2023-06-22).

1.2 FRR-4 OBJECTIVES

The main objective of FRR-4 is to anchor actions for the future of the region and to imagine the desirable future of the MRC Pontiac.

More specifically, it aims to:

- 1) Redress demographic and economic indicators.
- 2) Act locally, in areas with less economic vitality.
- 3) Economic, social, tourism and cultural action.

1.3 TARGETED TERRITORY

This fund applies to the entire MRC Pontiac territory.

A prioritization of projects directly affecting Q5 municipalities will be taken into consideration during the analysis process.

The municipalities with an economic vitality index of Q5 are:



- Chichester
- Waltham
- Fort-Coulonge
- Campbell's Bay
- L'Île-du-Grand-Calumet
- Portage-du-Fort
- Otter Lake
- Bristol
- Alleyn-et-Cawood

(<https://www.mamh.gouv.qc.ca/developpement-territorial/indices-connaissances-et-outils/indices/indice-de-vitalite-economique/>)

1.4 FOUR (4) PRIORITY VITALISATION AREAS

In 2023, as part of its vitalisation agreement, the MRC Pontiac is prioritizing the following areas of vitalisation:

1. Economic development

- Economic development and diversification
- Workforce development and full utilization of regional human resources.
- Population retention and attraction of new residents

2. Urban development

- Transportation development
- Consolidation of the territory's recreational and tourism vocation
- Structuring of industrial activity
- Consolidation of the urban vocation
- Confirmation of the intermediate role of villages
- Maintaining the role of local centers

3. Development of the territory's Natural environment

- Preserve water quality throughout the territory
- Prohibit new outfitting operations with exclusive rights and ZECs
- Diversify activities in marginal agricultural sectors
- Plan the occupation and use of the territory's shores, lakes, and waterways
- Consolidate the agricultural vocation of parts of the territory whose dominant function is agriculture
- Promote sustainable forest management and the development of all agricultural resources.



4. Community development

- Population retention and attracting new residents (Vitalisation Framework)
- Promoting entrepreneurship (vision 2030)
- Attractiveness strategy and development (vision 2030)
- Enhancement of local shops and services, etc.

1.5 DESIRED INVESTMENT GOALS:

Each project will have achieved the following goals:

- 1) Demonstrate a synergy throughout the territory
- 2) Develop a spirit of mutual supportiveness between municipalities
- 3) Provide a better living environment for the population
- 4) Demonstrate improvement with the retention of our youth in the region
- 5) Create jobs.

2. ADMISSIBILITY

2.1 ELIGIBLE BENEFICIARIES

All eligible beneficiaries must be legally constituted. The beneficiary must also be registered with the *Registre des entreprises du Québec* (REQ) and its status must be up to date.

Recipients eligible for a grant under the Regions and Rurality Fund, Component 4 – Axis of Vitalisation, are as follows:

Applicant - Section A

- Cooperatives & social economy enterprises (except for the financial sector)
- Non-profit organisations
- Aboriginal band councils¹
- Education network organisations.

Applicant - Section B

- Private companies (except for the financial sector).

Applicant – Section C

- Municipalities².

¹The Band Council is a private, fully autonomous organization that must comply with certain by-laws and provisions of the Indian Act. It has powers in areas such as education, social services, and health. Source: Portail Québec, Government Activity Thesaurus

²Eligible municipalities are those that have not spent the total amount reserved for them during the first call. A development agent will work directly with them to make up the sums in an eligible project.



2.2 ELIGIBLE PROJECTS AND EXPENSES

To be eligible, projects must be in line with the vitalisation priorities set out in the vitalisation framework adopted by the MRC Pontiac.

Proposed projects must also be time-limited, of a one-time, non-recurring nature, and not include the permanent expenses that the beneficiary must assume to remain active, regardless of the volume of its activities.

Eligible expenses for submitted projects are:

- Operating costs directly related to the project (*i.e. salary at a maximum rate of \$15.25 per hour, prorated to the time spent if the promoter or his employees perform other tasks*)
- Acquisition of materials and equipment
- The cost of plans and studies (*salaries and professional fees at a maximum rate of \$150 per hour*) related to the project development
- The costs of construction, renovations, and up-grades to infrastructure. Including the acquisition of land or a non-residential building
- Acquisition of technology, software and patents
- Sales taxes that are not refundable by the government, as per the table below

Type of organisation	Reimbursement rate	
	TPS	TVQ
Municipality	100 %	50 %
Charities, public institutions, and eligible non-profit organisations (<i>only for activities other than those related to a specific public service organisation</i>)	50 %	50 %

*Expenses must be made within the MRC Pontiac, failing which within the province of Québec, unless the material or professional resource (service) is not available in the MRC or the province, these purchases may be made outside the MRC Pontiac, however, must be subject to prior agreement with a member of the economic development team of the MRC Pontiac.



2.3 NON-ELIGIBLE BENEFICIARIES

Organisations listed in the *Registre des entreprises du Québec*, Not Eligible for Public Contracts, are not eligible to apply for this grant. The Minister may refuse any application from an otherwise eligible organisation if it is involved in a dispute with the Québec government, or if it is in default of fulfilling its obligations to the Minister under a law administered by the Ministry, a resulting regulation or an agreement.

In addition, the MRC may refuse any application from an otherwise eligible organisation if it is involved in an outstanding file and is in default of fulfilling its obligations to the MRC under a requirement of the MRC.

2.4 NON-ELIGIBLE PROJECTS AND EXPENSES

Projects that are not eligible for this fund include those that are already underway, those that have already been completed by the promoter, consolidation of projects and projects that do not generate any economic benefits in the region.

The same project cannot be financed twice by the same organisation. However, several phases of the project may be financed, provided that the progress of the results can be justified.

In addition, projects that create unfair competition, or that do not comply with the laws and regulations in force in Québec or municipal by-laws, are not eligible for this funding.

Finally, projects that contradict a government policy or measure approved by the *Conseil du trésor* or the Québec government, or that cover an activity already financed by budgetary rules approved by the *Conseil du trésor* or the Québec government, are not eligible.

The following expenses are not eligible for FRR 4 projects:

- An eligible organisation's operating deficit, loan repayment or working capital replenishment.
- Expenditures incurred prior to approval by resolution at a regular meeting of the Regional Council of Mayors of the MRC Pontiac
- Expenditures already paid by the Québec government for the same project.
- Expenses related to projects already completed.
- Any expense related to the relocation of a business or organisation unless the local municipality in which the business or organisation is located agrees.
- Any expense not directly related to the project.
- All grants to government administration, except for educational network organisations



- All expenses related to activities governed by budgetary rules approved by the Québec government³.
- Expenditures on studies, initiatives, action plans or strategic planning carried out as part of an organisation's regular activities. However, this type of expenditure may be eligible in cases where it is clearly demonstrated that it responds to a specific vitalisation issue or situation.
- Projects associated with the implementation or expansion of health services (e.g., health cooperatives)
- Projects related to municipal administration (e.g., renovation of the town hall, maintenance of the municipal garage).
- Projects related to a place of worship, except for the conversion of the building to a non-religious vocation (e.g.: the conversion of a church into a community hall for the entire population would be eligible).
- Expenses incurred by companies listed in the *Registre des entreprises du Québec* not eligible for public contracts.
- Fees for professional services where the rate exceeds \$150 per hour.
- All recurring expenses
- Projects in the retail or restaurant sectors, except for those offering a local service, in accordance with the criteria established by the MRC and included in the vitalisation framework, and which are not in a competitive situation.
- The refundable portion of taxes.
- Any form of loan, loan guarantee or equity investment

2.5 APPLICABLE AID RATES AND THRESHOLDS

2.5.1 Maximum grant

For applicants – Section A

A single organisation and its subsidiaries may not receive more than \$100,000 for a single project for the duration of the agreement.

Funding for each project must include a non-governmental contribution of at least 10% of eligible project expenses.

However, it is possible to apply for an increase to \$250,000, for projects that are deemed to be structuring for the vitality of their territory and whose situation justifies this increase.

Regional management will then analyze the request. If it is deemed appropriate to allow the funding ceiling to be raised to \$250,000 for the project in question, regional management will prepare an amendment to the vitalisation agreement and recommend its signature to the assistant deputy minister.

For more information and to discuss your project's eligibility for an enhancement, please contact the FRR-4 [project officer](#) at the MRC Pontiac.

³ The promoter must refer to the link of the ministry concerned subject to their respective budgetary rules.



For applicants – Section B**B.1 private companies**

A single private company and its subsidiaries may not receive more than \$100,000 for a single project for the duration of the agreement.

Funding for each project must include a non-governmental contribution of at least 50% of eligible project expenses.

B.2 Industrial and commercial establishments

However, due to the *Municipal Grants Prohibition Act* (MSPA), in the case of industrial and commercial establishments, financial assistance granted to a single recipient may not exceed \$150,000 at any time within a period of 12 consecutive months.

Funding for each project must include a non-governmental contribution of at least 50% of eligible project expenses.

For applicants – Section C

A single municipality and its subsidiaries may not receive more than \$100,000 for a single project for the duration of the agreement.

Funding for each project must include a non-governmental contribution of at least 10% of eligible project expenses.

However, it is possible to apply for an increase to \$250,000, for projects that are deemed to be structuring for the vitality of their territory and whose situation justifies this increase.

Regional management will then analyze the request. If it is deemed appropriate to allow the funding ceiling to be raised to \$250,000 for the project in question, regional management will prepare an amendment to the vitalisation agreement and recommend its signature to the assistant deputy minister.

For more information and to discuss your project's eligibility for an enhancement, please contact the FRR-4 [project officer](#) at the MRC Pontiac.

2.5.2 Combining government grants

The maximum amount of government assistance includes the total amount of financial assistance granted. Non-repayable grants are considered at 100% of their value, and repayable grants are considered at 50% of eligible project costs by all government departments, agencies and Crown corporations, the governments of Canada and Québec, as well as municipal entities. If the maximum cumulation of



another department or agency is more restrictive, the more restrictive cumulation must be respected.

This total may not exceed:

For applicants - Section A

- 90% of eligible project expenses.

For applicants - Section B

- 50% of eligible project expenses.

For applicants - Section C

- 90% of eligible project expenses.

2.5.3 Construction Works

When the project aims to finance the execution of construction work entrusted to a third party, the recipient eligible for financial assistance, except for a private company, must follow the provisions of the Act respecting contracting by public bodies (RLRQ, chapter C-65.1, section 23).

In the case of municipal organisations, educational bodies and organisations mandated by municipal authorities, contracts awarded by public tender must be open to liberalization agreements.

A public call for tenders is not required, upon the approval of the MINISTER, when, due to an emergency situation, the safety of persons or property is at stake, or when only one contractor is possible due to a guarantee, a property right or an exclusive right.

Where the rules governing the awarding of construction contracts by an organisation eligible for the program are more restrictive than these rules, the organisation must apply its own rules.

3. TERMS AND CONDITIONS

3.1 TERMS AND CONDITIONS OF THE GRANT

The MRC respects the rules governing the awarding of contracts and ensures that its members comply with the codes of ethics and professional conduct set out in the Act respecting ethics and professional conduct in municipal affairs (RLRQ, chapter E-15.1.0.1).



All projects must be completed within one year of the date of signature of the agreement between the promoter and the MRC. The MRC may, if necessary, review its commitments thirty (30) days before this deadline, at the request of the promoter.

3.2 PROCESS FOR ANALYZING REQUESTS

The MRC Pontiac's Council of Elected Officials is the guarantor of the fund's axis. As such, development projects are predefined and prioritized by a vitalisation committee and approved by the Pontiac regional council of elected officials, based on priority areas of intervention.

The project call process is as follows:

- 1) Program criteria and application form posted on the MRC Pontiac website.
- 2) Launch the call for projects.
- 3) Mandatory appointment with an MRC Pontiac development commissioner for eligibility to apply.
- 4) Receipt and verification of applications by the economic development team.
- 5) Evaluation, and scoring of projects, based on the analysis grid, with recommendation by the advisory committee.
- 6) Evaluation and approval of applications proposed for funding by the Vitalisation Committee.
- 7) Final adoption of prioritized projects by the Pontiac Regional Council of mayors.
- 8) Project follow-up by the development team.
- 9) Project reporting by promoters.
- 10) Program accountability by the development team.

3.3 DISBURSEMENT OF FUNDS

Funding for the project will be provided in three installments as follows:

- First instalment: 35% of the total grant as an advance upon signature of the agreement.
- Second instalment: 30% of the total grant on presentation of invoices and proof of payment.
- Third instalment: 35% of the total grant when the project is completed in accordance with the terms set out in the financial assistance agreement.

3.4 REPORTING

The promoter must submit an activity report and final balance sheet (including invoices and proof of payment) with all qualitative and quantitative details relating



to the project. Original supporting documents and records relating to the sums granted under the agreement must be kept for a period of seven years following the end of the project. The MRC Pontiac is subject to the same constraints.

3.5 CREDIT AVAILABILITY

Any financial commitment is valid only if there is a sufficient balance of available credits in the fund to allocate the expense and according to the amounts made available to the MRC by the Minister under the Regions and Rurality Fund - Component 4, Axis – Support for vitalisation.

3.6 VISIBILITY

The promoter who receives financial assistance is obliged to integrate the Government of Québec with the MRC Pontiac in the realization of its public visibility actions.

Visibility clauses will be described in the signed contract and reviewed with a representative of the economic development department at the time of signature.

3.7 SUBMITTING A REQUEST FOR A GRANT

This guide and the application form for project funding can be downloaded from the MRC website under the tab

- programs
 - Regions and Rurality Fund
 - Component 4 - Support for vitalisation and intermunicipal cooperation.

3.7.1 Documents to enclose with the application

All applicants must provide the form duly completed and signed by the person authorized to submit the application.

Applicant - Section A

- Cooperatives & social economy enterprises (except for the financial sector)
- Non-profit organisations
- Aboriginal band councils¹
- Education network organisations.

1. Copy of the organisation's Patent Letters or other corresponding documents.
2. Current list of the directors of the organisation or cooperative.
3. Resolution designating the person authorized to act on behalf of the promoter.
4. Resolution confirming the promoter's financial commitment.
5. Proof of commitment from financial partners, if applicable.



6. Most recent financial statements.
7. Minimum of two (2) bids and/or estimates, where applicable.
8. Permits or authorizations to carry out the project (zoning confirmation, right-of-way, government authorizations, etc.), where applicable.

Any other documents that may facilitate the review of the application, such as: business plan, photographs, architectural and engineering plans, organisation presentation document, letter of support, etc.

Applicant - Section B

- Private companies (except for the financial sector).

1. Proof of registration with the *Registre des entreprises du Québec* (REQ).
2. List of the company directors.
3. Proof of promoter's financial commitment.
4. Proof of commitment from financial partners, if applicable.
5. Most recent financial statements.
6. Minimum of two (2) bids and/or estimates, where applicable.
7. Permits or authorizations to carry out the project (zoning confirmation, right-of-way, government authorizations, etc.), if applicable.

Any other documents that may facilitate the review of the application, such as: business plan, photographs, architectural and engineering plans, organisation presentation document, letter of support, etc.

Applicant – Section C

- Municipalities

- 1) Resolution designating the person authorized to act on behalf of the promoter.
- 2) Resolution confirming the developer's financial commitment.
- 3) Proof of commitment from financial partners, if applicable.
- 4) Minimum of two (2) bids and/or estimates, where applicable.
- 5) Permits or authorizations to carry out the project (zoning confirmation, right-of-way, government authorizations, etc.), where applicable.

Any other documents that may facilitate the review of the application, such as: business plan, photographs, architectural and engineering plans, organisation presentation document, letter of support, etc.



4. INVESTMENT CRITERIA

Prioritized projects must contribute to local development.

4.1 INVESTMENT STRATEGY

4.1.1 Eligible projects under this call will fit into one of the following two investment strategies

1: ATTRACTIVE QUALITY OF LIFE

Selection criteria

- Improves the quality and number of housing units
** Note that no amount in permanent residence construction will be eligible for financing. Only costs related to technical plans and drawings, health & safety building reports, or similar, that demonstrate a direct link to the direct vitalisation of the territory will be considered.*
- Contributes to the attraction of specialized manpower
- Consolidates village cores and takes advantage of existing infrastructures
- Develops community involvement and mutual supportiveness
- Enhances the community's natural attractions, heritage, or cultural offering

2: PROSPEROUS COMMUNITY LIVING

Selection criteria

- Contributes to the development of the agricultural or agri-food sector
- Contributes to the development of the tourism offer and accommodation capacity
- Contributes to the diversification of local shops and services

4.2.2 Parallel initiatives led by the MRC

For informational purposes

A: A THRIVING COMMUNITY LIFE

Developing a campaign to promote the region.

B: BETTER EQUIPED COMMUNITIES

Increasing the ability of local players to seek additional funding.

4.2 THE PROMOTER'S COMMITMENT

The promoter must demonstrate that the project will achieve at least one of the objectives from the vitalisation framework – Regional and Ruralty Fund - COMPONENT 4 of the MRC Pontiac and include a list of expected results and benefits.



All promoters must submit a duly completed file, signed, and dated by the person named as the representative of the proposed project.

* Please note that electronic signatures or similar authentication methods will be treated as originals.

The promoter undertakes to:

- Provide its Québec business number, duly registered with the Québec Enterprise Registrar (NEQ) updated and in good condition.
- Provide proof of financial contribution.
- Demonstrate its ability to carry out the project:
 - resumé of previous projects
 - Work schedule plan
- Present a balanced projected budget for the realisation of said project.
- Provide pre- and post-project sales figures (for private business' only).
- Provide proof of commitment from partners and other financial backers, if applicable. *If there is financial commitment that comes from a government entity, you must declare which program it comes from.
- Respect the visibility rules required by the Québec government.

4.3 ANALYS GRID OF CRITERIA

Projects submitted will be judged according to the criteria shown below.

To receive funding, a project must achieve a score of at least 70/100.

scoring: /100	
ATTRACTIVE QUALITY OF LIFE	/20
<p><u>Contributes to the attraction of specialized manpower:</u></p> <ul style="list-style-type: none"> ➤ Will bring more than one specialist to settle permanently in the MRC Pontiac (5 points); ➤ Encourages one specialist to settle permanently in the MRC Pontiac (4 points); ➤ Encourages specialists to settle permanently in the MRC Pontiac (3 points); ➤ Will bring a minimum of one specialist to offer services in the MRC Pontiac (2 points); ➤ Encourages a minimum of specialist to provide services in the MRC Pontiac (1 point); <p>Does not bring any specialists to the workforce within the MRC Pontiac territory (0 point).</p>	/5



<p><u>Strengthens village cores.</u></p> <ul style="list-style-type: none"> ➤ Expansion or addition of a service offered locally to the public in 2 or more municipalities (4 points); ➤ Creation of a new local service not accessible within 60 minutes travel time by car (3 points); ➤ Upgrade of a local service not accessible within a 30 minutes car ride (2 points); ➤ Upgrade of a service offered to residents of their own municipality only (1 point); 	<p><u>Uses existing infrastructure.</u></p> <ul style="list-style-type: none"> ➤ 1 point ➤ 1 point ➤ 1 point ➤ 1 point 	<p>/5</p>
<p>Does not strengthen village cores or demonstrate the use of existing infrastructure (0 point).</p>		
<p><u>Develops community involvement and mutual support.</u></p> <ul style="list-style-type: none"> ➤ Demonstrates an active commitment to the Pontiac population with the participation of at least two (2) other community organisations (5 points). ➤ Demonstrates active involvement between Pontiac residents and at least one (1) other community organisation (4 points). ➤ Demonstrates active involvement between the Pontiac population with no partnership from other organisations (3points). ➤ Confirms participation with another community organisation but does not explain community involvement (1 point). 	<p>/5</p>	
<p>Demonstrates no community involvement or mutual support (0 point).</p>		
<p><u>Showcases the community's natural attractions, heritage and/or cultural offerings.</u></p> <ul style="list-style-type: none"> ➤ Demonstrates in detail how they plan to enhance the attraction (example: visibility plan, promotion plan, infrastructure improvement plan, etc.). Include anticipated benefits (5-4 points) ➤ Mentions the idea of, with a plan, but lacks clarification (3-2 points). ➤ Mention of an idea without detailed explanation (1 point) 	<p>/5</p>	
<p>Does not highlight the community's natural attractions, heritage and/or cultural offerings (0 point).</p>		
<p>PROSPEROUS COMMUNITY LIVING</p>		<p>/25</p>
<p>• Contributes to one of the following spheres of activity:</p>		



<ul style="list-style-type: none"> • Agriculture and Agri-tourism • Tourism supply and reception capacity • Diversification of local shops and services 	
<p><u>Detailed project description.</u></p> <ul style="list-style-type: none"> ➤ A clear and precise description. Leaves no room for interpretation (10-9 points). ➤ A clear and precise description but leads to an interpretation that can result in a situation of conflict between the expected results and the actual results. (8-7 points). ➤ A satisfactory idea, but the project description does not provide enough information to fully grasp the quantitative and qualitative results expected (6-5 points). ➤ A description that confuses the idea presented (4-3 points). ➤ A description that lacks ambition, attraction, inspiration, and doesn't make it clear what the actual investment will be (2-1 point). <p>No description provided (0 point)</p>	/10
<p><u>Ability to link the project to an existing policy, with a description of how their project meets the referred objective.</u></p> <ul style="list-style-type: none"> ➤ Link the project to an existing policy, with details of the project. Include a citation of the objective/action the project addresses (5 points). ➤ Links the project to an existing policy, citing the objective/action that the project addresses. But lacks specific details (4 points). ➤ Mentions the policy to which the project responds to but does not make the link between the objective/action of said policy and the project presented (3 points). ➤ Describes how the project responds to specific actions but does not mention a policy (2 points). ➤ Vague description of actions, with no mention of policy details (1 point). <p>No mention of specific policies or actions (0 point).</p>	/5
<p><u>Demonstrates benefits for the sphere of activity, that the project adheres to.</u></p> <ul style="list-style-type: none"> ➤ A clear and precise description. Leaves no room for interpretation of expected benefits (10-9 points). ➤ Clearly names expected benefits, but without describing the link to the project (8-7 points). ➤ Describes vague benefits, with descriptions that do not clearly correspond to the project presented (6-5 points). ➤ Describes benefits that confuse the idea presented (4-3 points). 	/10



<p>➤ Describes outcomes that lack ambition, attraction and momentum, and do not reveal what the actual benefits will be (2-1 point). No benefits provided (0 point).</p>	
<p><u>Concordance with the priority's axis, defined by the MRC region for which the project is located.</u></p> <p>Identifies with which of the priority axis.</p> <ol style="list-style-type: none"> 1. Economic development <ul style="list-style-type: none"> → Economic development and diversification → Workforce development and full utilization of regional human resources. → Population retention and attraction of new residents 2. Urban development <ul style="list-style-type: none"> → Transportation development → Consolidation of the territory's recreational and tourism vocation → Structuring of industrial activity → Consolidation of the urban vocation → Confirmation of the intermediate role of villages → Maintaining the role of local centers 3. Development of the territory's Natural environment <ul style="list-style-type: none"> → Preserve water quality throughout the territory → Prohibit new outfitting operations with exclusive rights and ZECs → Diversify activities in marginal agricultural sectors → Plan the occupation and use of the territory's shores, lakes, and waterways → Consolidate the agricultural vocation of parts of the territory whose dominant function is agriculture → Promote sustainable forest management and the development of all agricultural resources. 4. Community development <ul style="list-style-type: none"> → Population retention and attracting new residents (Vitalisation Framework) → Promoting entrepreneurship (vision 2030) → Attractiveness strategy and development (vision 2030) → Enhancement of local shops and services, etc. 	/5
<p><u>The promoter demonstrates that the choice of location is strategic for the nature of the project.</u></p> <p><i>Cumulative point:</i></p> <ul style="list-style-type: none"> ➤ The municipality(ies) in which the project will take place are named (1 point). ➤ Names the development sector directly affected by the project (1 point). 	/25



<ul style="list-style-type: none"> ➤ List the expectations this project aims to achieve (1-3 points). ➤ Describe the strategic thinking process that led to the development of this project (5-10 points). ➤ Demonstrate that its completion will greatly improve the vitalisation between the project location and the rest of the MRC Pontiac (5-10 points). 	
<p><u>Project feasibility (is the project realistic in terms of timetable, budget, tasks, etc.?)</u></p> <ul style="list-style-type: none"> ➤ Produce a detailed, provisional, and balanced budget for the project (0-10 points). ➤ Establish a realistic schedule of tasks to be accomplished with deadlines to be met (0-10 points). ➤ Demonstrate the promoter’s ability to successfully complete grant-funded projects. (0-5 points). 	/25

***Add five (5) bonus points for housing projects.**

*Projects are evaluated on merit, and eligibility. They will not be systematically accepted.

5. SUBMITTING THE APPLICATION

5.1 Application procedure

Applications **MUST** be received no later than **12:00 p.m. (noon) on August 25th, 2023.**

As the application form is designed to be submitted electronically, the MRC Pontiac does not expect to receive paper or e-mail submissions.

Upon request, a paper copy may be submitted if received no later than Wednesday, August 23rd, 2023.

Submissions can be sent to:

By email:
developpement@mrcpontiac.qc.ca

In person:
 Service du développement économique
 MRC de Pontiac
 602 Route 301 – C.P. 580
 Campbell’s Bay, Québec J0X 1K0

Questions and support

For more information regarding this fund, to make an appointment with a development commissioner (mandatory) or to request support, please contact Sabrina Ayres, coordinator of socio-economic development, by telephone at 819-648-5689, ext. 124, or by e-mail s.ayres@mrcpontiac.qc.ca

