Climate Agri-Solutions Fund Reporting Guide

How to Report by Field

As part of project reporting requirements, you must ensure that all reported activities clearly correspond to the field(s)/plot(s) identified in the map submitted with your application. Each activity must be matched to the correct field number used on the map.

When completing your financial report, it is essential that all information matches exactly what was submitted and approved in your application.

Follow these steps

1. **Match the Field Number to Your Map**
   Use the same field number in your report that appears on the map you submitted with your application. The field number in your report must match exactly (e.g., Field 1 on your map = Field 1 in your report).
2. **Select the Correct Eligible Cost**
   Choose the eligible cost that matches the activity you were approved for.
   a. Refer to the Eligible Cost List for Reporting.
   b. Select the activity exactly as it appears on that list.
3. **Enter the Total Cost**
   Enter the total cost for that field and activity. If you were approved for the same activity across more than one field, you must divide the total invoice amount proportionally across those fields. Each field should be reported separately. See page 2 for an example.

Example: Approved for Activity on a Single Field/Plot

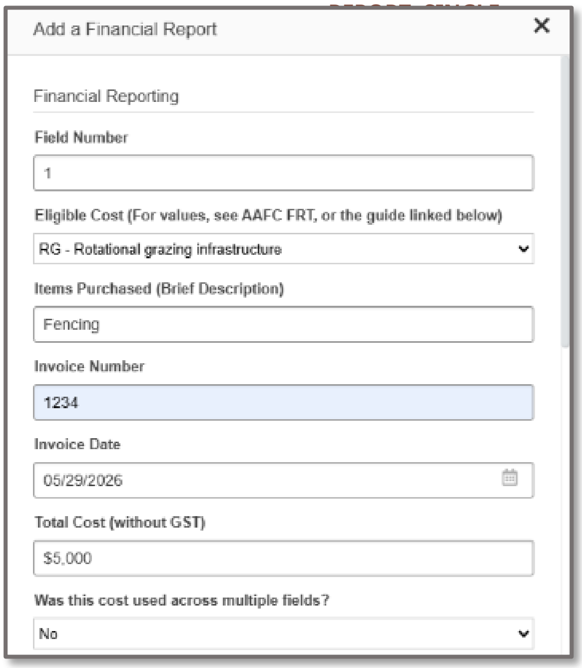
You applied and were approved for:

- **Activity:** Intensive short duration grazing (RG – Rotational Grazing Infrastructure)
- **Field:** Field 1
- **Approved Funding Amount:** $5,000

Your financial report should be completed as follows:

- **Field Number:** Field 1 (must match your map)
- **Eligible Cost:** RG – Rotational Grazing Infrastructure
- **Total Cost:** $5,000

SAMPLE FINANCIAL


Add a Financial Report
Financial Reporting
Field Number
1
Eligible Cost (For values, see AAFC FRT, or the guide linked below)
RG - Rotational grazing infrastructure
Items Purchased (Brief Description)
Fencing
Invoice Number
1234
Invoice Date
05/29/2026
Total Cost (without GST)
$5,000
Was this cost used across multiple fields?
No

Example: Approved for Activity Across Multiple Field/Plot

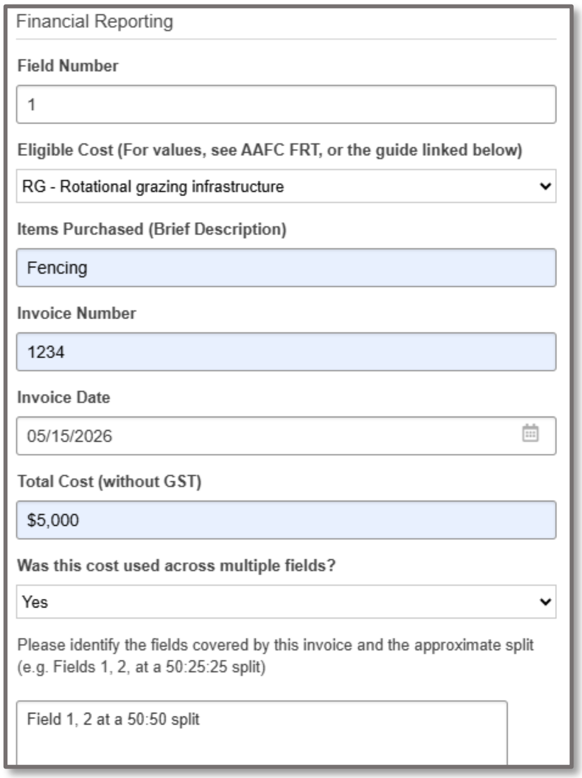
You applied and were approved for:

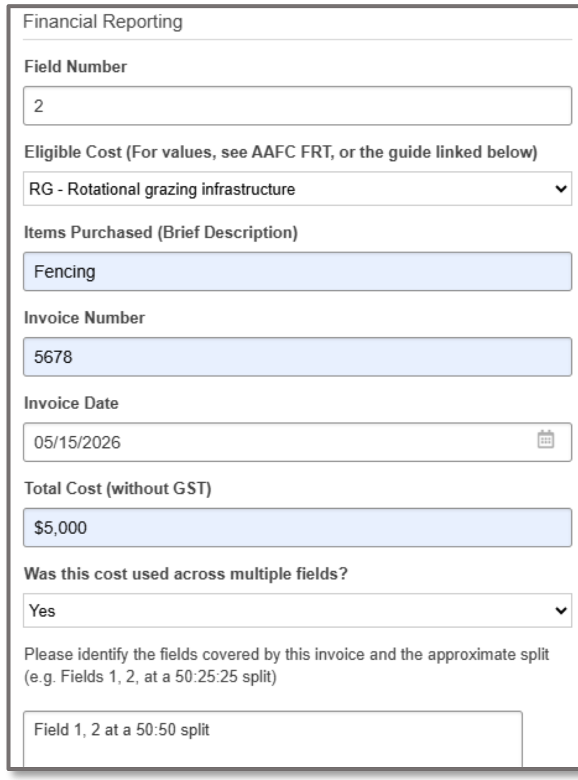
- **Activity:** Intensive short duration grazing (RG – Rotational Grazing Infrastructure)
- **Fields:** Field 1 and Field 2
- **Approved Funding Amount:** $10,000 total

Because the activity applies to two fields, you must split the cost proportionally:

- Field 1 – RG – Rotational Grazing Infrastructure – $5,000
- Field 2 – RG – Rotational Grazing Infrastructure – $5,000

SAMPLE FINANCIAL REPORTS: ONE ACTIVITY, MULTUPLE FIELDS


Financial Reporting
Field Number
1
Eligible Cost (For values, see AAFC FRT, or the guide linked below)
RG - Rotational grazing infrastructure
Items Purchased (Brief Description)
Fencing
Invoice Number
1234
Invoice Date
05/15/2026
Total Cost (without GST)
$5,000
Was this cost used across multiple fields?
Yes
Please identify the fields covered by this invoice and the approximate split (e.g. Fields 1, 2, at a 50:25:25 split)
Field 1, 2 at a 50:50 split


Financial Reporting
Field Number
2
Eligible Cost (For values, see AAFC FRT, or the guide linked below)
RG - Rotational grazing infrastructure
Items Purchased (Brief Description)
Fencing
Invoice Number
5678
Invoice Date
05/15/2026
Total Cost (without GST)
$5,000
Was this cost used across multiple fields?
Yes
Please identify the fields covered by this invoice and the approximate split (e.g. Fields 1, 2, at a 50:25:25 split)
Field 1, 2 at a 50:50 split