

# 2022–2025 ENTENTE DE PARTENARIAT RÉGIONAL ET DE TRANSFORMATION NUMÉRIQUE EN TOURISME



## CATEGORY: ACCOMMODATION

The 2022–2025 *Entente de partenariat régional et de transformation numérique en tourisme* (EPRTNT) reflects the shared desire of the Ministère du Tourisme (MTO) and Eeyou Istchee Tourism (EIT) to join forces to provide guidance and financial support to tourism businesses in their area so that these businesses can develop and grow in a responsible and sustainable way.

### OBJECTIVES

Projects must help achieve the following objectives:

- Stimulate the regional economy by:
  - Developing a unique, enticing tourism offering
  - Promoting an innovative tourism offering
  - Developing new niches for tourism businesses
- Develop a responsible and sustainable tourism offering by:
  - Getting tourism businesses to follow corporate social responsibility practices
  - Integrating innovative, eco-friendly solutions

### ELIGIBLE CLIENTS

The following types of organizations are eligible for this program:

- Tourism businesses:
  - For-profit organizations
  - Non-profit organizations
  - Cooperatives
- Municipal entities<sup>1</sup>
- Indigenous communities and nations recognized by the National Assembly, as well as Indigenous tourism organizations and businesses
- Any group of such clients

Eligible businesses must be legally incorporated under the laws of the government of Québec or Canada and must do business in Québec.

Businesses and organizations operating tourism accommodation establishments must follow all laws and bylaws in effect for these establishments and must possess a registration number.

To be eligible, an organization must have delivered on any commitments to partners for any prior subsidies it was awarded.

Nature and adventure tourism businesses must possess or must have initiated or agree to initiate the process to obtain a Quality/Safety Certification or Quality/Safety Attestation from Aventure Écotourisme Québec.

The following types of organizations are not eligible for this program:

- State-owned enterprises, as well as ministries and agencies of the Québec and Canadian governments
- Businesses listed in the enterprise register as not eligible for public contracts
- Businesses not in compliance with the Office québécois de la langue française's Francization process

To be eligible, a submitted project must help shape a specific area's tourism offering, make up for a lack of accommodation units, improve the quality of the accommodation sector, extend the business's active or open period, or offer new services tailored to tourist customers.

### INELIGIBLE PROJECTS

The following projects are not eligible:

- Bed and breakfast projects
- Condominium hotel (condotel) projects
- Projects for bike lanes, snowmobile trails, golf courses and wharf repairs
- Projects in the food and beverage or retail sectors
- Tourist hospitality and signage projects
- Development of training content
- Projects in the gambling sector or projects having to do with the sale and consumption of alcohol
- Projects where most of the costs are for upgrading, maintaining or replacing existing infrastructure or equipment
- Projects that have already been completed or are in the process of being completed when the request is filed
- Projects receiving non-repayable financial assistance from the Programme d'aide à la relance de l'industrie touristique (PARIT) or the Programme d'appui au développement des attraits touristiques (PADAT).

Notwithstanding the foregoing, certain food and beverage project elements may be considered if they are not the business's primary activity.

### PROJECT SELECTION CRITERIA

- The promoter must be a Cree beneficiary under the James Bay Northern Quebec Agreement (JBNQA) and must be 18 years of age OR the business must be owned by a majority of Cree beneficiary of the JBNQA
- Compatibility with EPRTNT objectives
- Major impact (ability to draw visitors, project scope, effects, coordination with other partners, job creation, extension of the tourist season, etc.)
- Innovative character
- Design, product and service quality
- Financial structure and financing package
- Relevance (primarily tourist clients, diversification of clients, market, competition, quality of offering, marketing strategy, networking, etc.)
- Feasibility (timeline, marketing strategy, quality of the business plan or study estimates, developer expertise)
- Consideration of sustainable development principles

### FINANCING TERMS

- The financial support is a non-repayable financial contribution.
- The project must have at least \$15,000 in eligible costs.
- Financial support cannot surpass \$500,000 and cannot exceed 90% of eligible costs.

### ELIGIBLE PROJECTS

<sup>1</sup> Municipal entities include municipalities, towns, cities, villages, parishes, townships, united townships, northern villages, unorganized territories, regional county municipalities (RCMs), intermunicipal management boards and

corporations or organizations that have most of their members appointed by or over half of their funding provided by a municipal corporation, as well as groups of such municipalities, corporations or organizations.

The following table lists the applicable investment percentage and stacking rules for each type of client.

Eligible clients	Minimum developer investment	Maximum stacking of government assistance
For-profit organization	50%	50%
Non-profit organization	20%	80%
Cooperative	20%	80%
Indigenous community, organization or nation	10%	90%
Any organization carrying out a project in Îles-de-la-Madeleine	10%	90%
Groups of several of these clients	20%	The lowest % applies, based on the type of organization

If the project receives investment from the developer or its partners (community support, private sponsorships), this investment cannot come from:

- A source used to calculate the stacking of government assistance
- A transfer of assets
- A contribution in goods and services

When calculating the stacking of government financial assistance, contributions are counted from municipal entities and any ministries or agencies of the Québec or federal government.

### ELIGIBLE COSTS

- Costs incurred to complete eligible projects (construction, rebuilding, expansion, development, adaptation, conversion or replacement of infrastructure or equipment, or establishment of a new tourist experience)
- Fees paid to recognized professionals, including for design or engineering, to technical personnel or to consultants hired to monitor or manage eligible projects, as well as fees paid for reporting
- Costs of developing, planning and enhancing sites and trails
- Costs of purchasing and installing specialized equipment and furniture
- Costs of acquiring vessels or automotive equipment used to enhance to the customer experience
- Costs of purchasing land, easements and rights of way, and other related costs, insofar as the land is necessary to complete the project; such costs are not eligible, however, if paid to an affiliated company or for property that is wholly or partially owned by one or more shareholders of the company
- Costs of surveying the site
- Site quality control costs
- Net taxes (excluding the refundable portion) related to direct costs
- Costs of integrating works of art into a building or a site in order to apply the government of Québec's *Politique d'intégration des arts à l'architecture et à l'environnement des bâtiments et des sites gouvernementaux et publics*

### INELIGIBLE COSTS

- Costs of purchasing a business and its infrastructure
- Promotion and marketing costs, including website redesign
- Costs of purchasing animals
- Costs of administrative equipment and material, storage, or retail space
- Costs of renting land, property and other facilities (emphyteutic lease)
- Costs of purchasing motorized transportation equipment not dedicated to the visitor experience
- Costs of services or work normally provided by a recipient of the program or any other agent of the recipient (e.g., regular maintenance, internal governance)
- Costs related to working capital, debt service, attrition, capital losses or share buybacks
- Costs of bringing the business up to standards, maintaining assets or complying with bylaws
- The portion of Québec sales tax, the portion of the goods and services tax and other costs for which the business (or a third party) is entitled to a refund
- Transfers of assets, as well as donations and contributions in kind or in services
- Regular maintenance and operating costs
- Direct or indirect operating or administrative costs
- Financing costs
- Compensation paid to a lobbyist
- Costs for which the recipient entered into contractual obligations before filing the request for financial assistance (with the exception of fees related to project development)
- Cost overruns
- Legal fees

## SPECIAL RULES

### RULES REGARDING THE AWARDING OF CONTRACTS

- Any financial assistance granted to a construction project of \$100,000 or more requires the holding of a public call for tenders.
- If the recipient is a municipal entity, it is subject to legislative and regulatory provisions governing the awarding of contracts.

### POLITIQUE D'INTÉGRATION DES ARTS À L'ARCHITECTURE ET À L'ENVIRONNEMENT DES BÂTIMENTS ET DES SITES GOUVERNEMENTAUX ET PUBLICS

- This arts policy applies to all projects (with costs of \$150,000 or more) to construct or expand a building or site that is partially or wholly open to the public for the purposes of information, recreation or the provision of goods or services.

### EQUAL ACCESS EMPLOYMENT PROGRAM

- Any financial assistance of \$100,000 or more granted to a for-profit organization with over 100 employees requires the organization to agree to set up an equal access employment program in compliance with the *Charter of Human Rights and Freedoms*.

### AN ACT RESPECTING FRENCH, THE OFFICIAL AND COMMON LANGUAGE OF QUÉBEC

- On June 1, 2022, An Act respecting French, the official and common language of Québec, received official assent. All companies that do business in Québec, regardless of size, must respect the provisions of this Act.

### SUSTAINABLE DEVELOPMENT

- The project must include sustainable development measures that reduce the project's impact on the environment and have positive social and economic impacts.
- Project appraisals will take into account the overall approach proposed for sustainable development, including integration of social and eco-friendly components.

### REQUIRED DOCUMENTS

- The completed and signed form, SENT IN EXCEL FORMAT
- Complete business plan (of the project), including the list of licences, attestations, certificates or permits that need to be obtained for the project
- The organization's past two (2) years of financial statements; municipal entities and Indigenous communities require a document showing the project or attraction's income and expenses (not required for start-ups)
- Three (3) years of forecasted financial statements for the organization following the project's completion
- A resolution from the board of directors (or equivalent) authorizing the signing of the request for financial assistance from this program, and authorizing any document relevant to the request
- An email from the Ministère de la Culture et des Communications stating whether the project is subject to the *Politique d'intégration des arts à l'architecture et à l'environnement des bâtiments et des sites gouvernementaux et publics*
- Confirmation of financial partners, if available
- For adventure tourism businesses, confirmation that they have received a Quality/Safety Certification or Attestation from Aventure Écotourisme Québec OR a copy of an email exchange proving that the business has initiated the process to obtain the certification or attestation
- If applicable, an Indigenous certification or certificate recognizing the Indigenous status of a for-profit organization, not-for-profit organization, or cooperative (which helps determine the level of assistance)

### HOW TO APPLY

Fill out the application form of Eeyou Istchee EPRTNT to submit a request and send it with any necessary documents to [pbilodeau@creetourism.ca](mailto:pbilodeau@creetourism.ca).

For more information call Philippe Bilodeau at 1-888-268-2682 ext. 4230 or email [pbilodeau@creetourism.ca](mailto:pbilodeau@creetourism.ca).