



## 2021 Start-Up and Expansion Quotas — Frequently Asked Questions

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<i>Questions</i>		<i>Answers</i>
<b>Eligibility</b>		
<b>Q.1</b>	<i>Can I apply for a quota?</i>	You can check whether you're eligible to apply for either the Start-Up or Expansion quota program by going to: <a href="http://ppaq.ca/2021quotas">ppaq.ca/2021quotas</a> .
<b>Q.2</b>	<i>How many taps can I apply for, and what does the quota mean in pounds of syrup?</i>	Start-Up ventures can apply for up to 25,000 taps on a maple operation with no quota. Those with a quota can apply for up to 10,000 taps. Applicants to the Expansion program can ask for up to 10,000 taps. For the purposes of the 2021 tap issuance, the quota represents 3.29 pounds/tap.
<b>Q.3</b>	<i>Are there quotas reserved for young entrepreneurs?</i>	QMSP's Young Entrepreneur Program is not a part of this issuance of 7 million taps, as it already made 80,000 taps available to the next generation of maple producers on July 30 under the regulations in effect at the time. The program's next quota offering, of 40,000 taps, will come in 2022. However, young entrepreneurs are still eligible to apply now to the Start-Up program.
<b>Q.4</b>	<i>Do I have to own a sugar bush to get a quota?</i>	To apply for a quota under the Start-Up program, you do not have to own or rent a sugar bush. But you do need to have a promise to purchase in place or a notarized 15-year lease in the public register. For the Expansion program, of course, you must already be in business on a maple operation with quota. Both programs require you to have a maple production plan that specifies the number of taps.
<b>Q.5</b>	<i>I have a sugar bush but no quota. Can I apply for one?</i>	Yes. You must have a valid maple production plan in place and meet the eligibility requirements. You can find those here: <a href="http://ppaq.ca/2021quotas">ppaq.ca/2021quotas</a> .
<b>Q.6</b>	<i>I'm renting a sugar bush with quota, and I'd like to expand production. Do I apply for more taps or does the owner?</i>	The person who manages the maple operation should apply. In this case, that's you—the tenant. A maple producer who rents a sugar bush with quota may apply for an Expansion quota and is obliged to manage it for a period of 5 years. However, if a lease ends before October 15, 2021, it's the property owner who is eligible to apply for an Expansion quota and would be responsible for its operation for 5 years. This is because the tenant is no longer considered the quota holder and not eligible to apply for a new quota.

<b>Q.7</b>	<i>I have a quota, and I'd like to tap more trees. Can I apply?</i>	Yes, that's exactly what the Expansion program is for.
<b>Q.8</b>	<i>I don't own a sugar bush, but I have an agreement with a seller and a financial institution if I land a quota. Is that enough?</i>	Yes. Your application must include the paperwork on those agreements (promise to purchase, etc.). Proof of adequate financing must also account for the investments needed to start up the business, in addition to the property purchase.
<b>Q.9</b>	<i>I'm involved in two maple enterprises. I'm the majority shareholder in one, and a minority shareholder in the other. Can I file quota applications for both?</i>	Yes, because you are a controlling shareholder in only one of the two.
<b>Q.10</b>	<i>My spouse and I are 50/50 owners of a maple operation with quota. Do I apply in my own name?</i>	Yes, you may apply in your own name. To do this, the co-owners (you and your spouse) must lease the operation to the quota applicant (you) and provide the notarized lease with a term of at least 15 years and published in the land register or a promise to lease to the same effect.

### *Quotas*

<b>Q.11</b>	<i>I have a quota, but I produce more than it allows. Can I apply?</i>	No. The Start-Up and Expansion programs are for producers who want to <b>add taps</b> . If you frequently produce more pounds/tap than your quota allows, you may qualify for the annual growth adjustment and be granted up to 25% more production per tap per year. This adjustment should, over time, bring your quota closer to actual production.
<b>Q.12</b>	<i>Is the pounds/tap calculation the same for the Start-Up and Expansion programs?</i>	Yes. That is the average provincial yield per tap over the 5 previous years. For 2021, it is set at 3.29 pounds per tap.

### *Contacting QMSP*

<p><b>Q.13</b> <i>I can't get through to you on the phone because the lines are always busy. How do I contact you?</i></p>	<p>Our phones have been ringing off the hook even more than usual ever since the quotas were opened to applications. Please try to find the answers you seek at <a href="http://ppaq.ca/2021quotas">ppaq.ca/2021quotas</a> and look through this FAQ. If you still have questions, write to us at <a href="mailto:info@ppaq.ca">info@ppaq.ca</a> and we'll get back to you as soon as we can. We're still working through the pandemic, so most employees are teleworking. That's why it's most efficient to write with your questions.</p>
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### *Application Deadline*

<p><b>Q.14</b> <i>What's the deadline for applications?</i></p>	<p>The deadline for applications to the Start-Up and Expansion programs is October 15, 2021.</p>
<p><b>Q.15</b> <i>That's not much time! Why did you make it so soon?</i></p>	<p>There were many factors to take into account, including enough time for those who are granted quotas to get up and running as soon as next year, at the latest by February 1, 2024. And the decision from the <i>Régie des marchés agricoles et alimentaires du Québec</i> only came down on September 2, 2021.</p>

### *Application Process*

<p><b>Q.16</b> <i>How do I get a quota?</i></p>	<p>Eligible candidates must fill out the application form, attach the required documents, and submit to Québec Maple Syrup Producers (QMSP), by mail or email, by October 15, 2021. Only fully complete applications will be accepted; QMSP will not contact applicants if all needed documents are not provided. That is the sole responsibility of the applicant. Find all details at: <a href="http://ppaq.ca/2021quotas">ppaq.ca/2021quotas</a>.</p>
<p><b>Q.17</b> <i>I applied in 2016. Can I apply now?</i></p>	<p>Yes. The new regulations require you to submit another complete application with all the requested documents. If your 2016 application included a maple production plan, you can submit it again in 2021 because a valid maple production plan is good for 10 years. You should still check it over to ensure it remains applicable.</p>

### *Operational Deadlines*

<b>Q.18</b>	<i>If I get a quota, how long do I have to get my operation up and running?</i>	The regulations state that a successful applicant must be operational by February 1, 2024 and personally manage production for a period of at least 5 consecutive years thereafter.
<b>Q.19</b>	<i>What happens if I have to change management or sell my maple operation before the end of the 5-year period?</i>	A change in management control means the producer no longer personally manages the production unit. In rare cases, an exception is made. One would be advised to contact QMSP in such a situation.
<b>Q.20</b>	<i>What happens if I don't get the business going by 2024? Do I lose my quota?</i>	Yes. If you fail to operate your new taps within 3 years, QMSP will withdraw the quota. Québec needs those taps in production now and it is not in the public interest to wait more than 3 years. The reason a quota issue has a time limit is to put the most feasible plans to work.

### *Required Documents*

<b>Q.21</b>	<i>I've made an appointment with an engineer to make my maple production plan. Will I need to provide documents to draw up the inventory?</i>	Most forestry engineers are familiar with QMSP's requirements. You can find these standards at: <a href="http://ppaq.ca/contingent2021">ppaq.ca/contingent2021</a> .
<b>Q.22</b>	<i>I've tried to get forestry engineer to prepare my maple production plan, but they all seem to be too busy to do it before the deadline. What do I do?</i>	Keep trying because, without a proper maple production plan, your application will be rejected as incomplete. Contact all engineering firms and forestry groups in your region. Check the list of forestry engineers that have notified QMSP of their availability at: <a href="http://ppaq.ca/contingent2021">ppaq.ca/contingent2021</a> . The application deadline is October 15, 2021.

### *Non-Acceptance of Application*

<b>Q.23</b>	<i>I was informed that my application was incomplete and inadmissible, as I had scored less than 75 points. Can I complete it now?</i>	No. You are responsible for providing all documents together at one time (although it may take multiple emails due to attachment size) to a single recipient. Consult the evaluation grid at: <a href="http://ppaq.ca/contingent2021">ppaq.ca/contingent2021</a> . QMSP will not gather and attach any documents sent from your financial institution, engineering firm, etc. to your application. You must assemble all the needed documents and submit them together.
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### *Evaluation*

<p><b>Q.24</b> <i>How do you evaluate the applications? Who does it and what do they actually do?</i></p>	<p>Applications to the Start-Up program are subject to the evaluation grid found at: <a href="http://ppaq.ca/contingent2021">ppaq.ca/contingent2021</a>. QMSP assembles a panel to ensure a fair assessment according to this grid. Applications that score 75 points or more are eligible for a quota. Applications to the Expansion program are automatically accepted, as long as they are complete. They either go into the random draw or tranche distribution process, depending on the applicant's choice of method. Of course, all such applications must include the required documents and be submitted on time.</p>
<p><b>Q.25</b> <i>Who evaluates the applications?</i></p>	<p>QMSP delegates trained staff to assess all applications in accordance with the criteria of each program.</p>
<p><b>Q.26</b> <i>Who/what ensures the neutrality of quota allocation?</i></p>	<p>You can find the evaluation criteria for the Start-Up and Expansion programs in the <i>Règlement sur le contingentement de la production et de la mise en marché du produit visé par le Plan conjoint des producteurs acéricoles du Québec</i>. A neutral third party conducts the random draw.</p> <p>The recipient of a quota may ask QMSP to revise or cancel any decision directly affecting him or her. To do so, the quota holder must file a written request with QMSP within 20 days of the decision. The <i>Régie des marchés agricoles et alimentaires du Québec</i> may also be asked to review or cancel a decision.</p>

### *Training*

<p><b>Q.27</b> <i>Would having other agricultural experience or employment be an advantage or disadvantage?</i></p>	<p>Neither. Your application will be assessed for its overall viability.</p>
<p><b>Q.28</b> <i>What do you mean by "a diploma in maple production or the equivalent"? Would a course on maple syrup quality or farm business management be considered as "equivalent"?</i></p>	<p>All vocational (DEP), college (DEC) or university (Bachelor's level) courses and diplomas related to maple production and/or agriculture will be considered in evaluation of the application. Generally speaking, the same applies to work experience in the maple production field which may count as training. That should be included in the Experience section of the form.</p>

<b>Q.29</b>	<i>I have no training at all in maple production. Does that essentially eliminate my chances in the Start-Up program?</i>	No, but you should be able to demonstrate why the experience you do have should be considered as equivalent to training or preparation.
<b>Q.30</b>	<i>I've worked in my parents' sugar bush since I was 15. Does that count as relevant experience?</i>	Yes, it can be considered as equivalent to training if you can show proof of that experience and describe your responsibilities over the years.

### ***Application Form***

<b>Q.31</b>	<i>There's a section in the application form where I promise to manage my maple operation for at least 5 years. Do I have to do that on another official document?</i>	No. Just put your signature in the space provided on the form.
<b>Q.32</b>	<i>There's a section in the application form where I promise to manage my maple operation as of 2022, 2023, or 2024. Do I have to do that on another official document?</i>	No. Just put your signature in the space provided on the form.
<b>Q.33</b>	<i>What is considered proof of adequate financing?</i>	Proof of adequate financing can be a letter from a financial institution pledging to finance your project. If you do not need external funding, you should provide a photocopy of your bank account that demonstrates your ability to fund yourself. <a href="#">Example of an <b>acceptable</b> proof of financing.</a> <a href="#">Example of an <b>unacceptable</b> proof of financing.</a>
<b>Q.34</b>	<i>My maple operation is already in production, but I don't have a quota. Do I still have to provide proof of adequate financing?</i>	Yes. And your application should include the investments you've already made in your operation.
<b>Q.35</b>	<i>I don't have internet access or a printer. How can I get an application form?</i>	People without internet access or a printer can ask their regional maple office for a paper copy of the form. The phone numbers and addresses of the regional offices can be found at: <a href="http://ppaq.ca/nous-joindre/regions-acericoles/">ppaq.ca/nous-joindre/regions-acericoles/</a> .

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***Tap Allocation and Distribution***

<p><b>Q.36</b> <i>Why are Start-Up Program applications limited to 25,000 taps?</i></p>	<p>In our experience, new entrepreneurs have their hands full with 25,000 taps, which at the same time should provide enough revenue to support a family. Besides, the 25,000-tap limit allows the establishment of more start-ups, which is a desirable outcome.</p>
<p><b>Q.37</b> <i>How will the taps be divided between the Start-Up and Expansion programs?</i></p>	<p>These 7 million taps will be issued in proportion to the numbers of eligible applications received for the two programs, either by random draw or tranche distribution. In addition, 5% of taps are set aside for start-ups on public land, the equivalent of 350,000 taps.</p>
<p><b>Q.38</b> <i>Which is the best way to go: random draw or tranche distribution?</i></p>	<p>That's for you to decide. Each situation is different. You must assess your own situation and plans, and decide how you will market your production.</p>

***Next Allocation***

<p><b>Q.39</b> <i>I didn't get a quota. When will you be offering more Start-Up or Expansion quotas?</i></p>	<p>The QMSP Board of Directors will decide by next June 15<sup>th</sup> on a date for the next quota issuance.</p>
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***Regulations***

<p><b>Q.40</b> <i>If I get a quota, do I have to modernize my operation to comply with the California Agreement concerning lead?</i></p>	<p>No. You don't have to be in compliance with this agreement to deliver your syrup to the QMSP warehouse. You can also sell to authorized buyers who do not require compliance. You will find more information in the <a href="#">April 2021 edition of the QMSP Info-Sirop magazine</a> or in the California Agreement section of <a href="http://centreacer.qc.ca">centreacer.qc.ca</a>.</p>
<p><b>Q.41</b> <i>If I get a quota for more taps, will REAFIE (the new wetlands protection regulations) apply to my operation?</i></p>	<p>REAFIE Article 359 says a maple enterprise may continue to operate as before if:</p> <ul style="list-style-type: none"> <li>- It does not increase the number of taps in production beyond the 20,000 or 75,000tap limits at which the administrative requirements are activated, or</li> <li>- It does not increase its wastewater discharges.</li> </ul> <p>If the additional taps cause your business to contravene these conditions, you may be subject to requirements such as installing wastewater treatment processes (for operations with more than 20,000 taps), in addition to having to submit documentation to the department responsible for the environment and climate change (MELCC).</p> <p>Buildings constructed in forested wetlands must be no larger than 100 m<sup>2</sup>. If you want to build a facility larger than 100 m<sup>2</sup>, you must seek MELCC authorization.</p> <p>You will find an entire section <a href="#">about REAFIE at ppaq.ca</a>.</p> <p>QMSP recommends that, before undertaking such a project, <a href="#">you consult with your regional MELCC office</a> to clarify what regulations will apply to your situation.</p>

***Application Outcomes***

<p><b>Q.42</b> <i>When will we know if we've been awarded a quota?</i></p>	<p>By December 15, 2021. That's the day QMSP has scheduled to inform applicants of its decisions.</p>
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***Submission of Documents***

<p><b>Q.43</b> <i>I just sent in my application, but I forgot to include one document. How do I get it to you?</i></p>	<p>If the deadline hasn't passed, you can send us the overlooked document by mail or email.</p> <p>Mail to: Québec Maple Syrup Producers 555, boulevard Roland-Therrien, bureau 525 Longueuil (Québec) J4H 4G5</p> <p>Email: <a href="mailto:ppaq.contingents@upa.qc.ca">ppaq.contingents@upa.qc.ca</a></p>
<p><b>Q.44</b> <i>Will you acknowledge receipt of my quota application?</i></p>	<p>Yes. You will receive an acknowledgement of receipt by mail or email, depending on how you submitted your application.</p> <p>You are responsible for getting your fully completed application in before the deadline, and QMSP will not follow up with you if documents are missing. We recommend that you retain proof that you submitted on time.</p>

Any other questions may be addressed to the secretary of your regional maple organization ([contact information at ppaq.ca](http://contact.information.at.ppaq.ca)) or to QMSP Producer Services at 1 (855) 679-7021; press 1.

**NOTE:** *The information in this document is intended to aid in understanding the current Règlement sur le contingentement de la production et de la mise en marché du produit visé par le plan conjoint des producteurs acéricoles du Québec. In the event of any difference between the Règlement and the contents of this document, the official regulations approved by the Régie des marchés agricoles et alimentaires du Québec take precedence. You will find them [here](#).*