

Agriculture Council of Saskatchewan Inc. (ACS)

CAAP Appeals Policy & Procedures

The following represents the policy and procedure to be applied when an applicant appeals a decision of the Board of Directors or the Executive Committee of ACS.

1. The project applicant must appeal, in writing, within 30 days from the date on the status letter. Appeals from other than the project applicant will not be entertained.
2. The project applicant must demonstrate that there is new information relevant and pertinent to the project in question, that was not available and could not have been available at the time of project adjudication.
3. The written appeal must include the rationale for the appeal of the original funding decision, as well as contain the new information.
4. Once an appeal is submitted for consideration, a ruling on the merit of the appeal will be made by the Executive Director of ACS.
5. If the Executive Director of ACS rules that the appeal does not have merit, the appeals process will conclude. Appeal rulings made by the ACS Executive Director are final, and further written or verbal appeals will not be entertained. Applicants will be informed, in writing, of the appeal outcome.
6. If the Executive Director of ACS rules that the appeal has merit, it will be reviewed at either the next available meeting of the Executive Committee of ACS (if the funding amount in question is \$10,000 or less), or at the next available meeting of the ACS Board of Directors (if the funding amount in question is in excess of \$10,000). Applicants will be informed, in writing, of the appeal outcome.
7. All ACS Board or Executive Committee appeal rulings are final. Further written or verbal appeals will not be entertained.

Approved, September 9, 2009, ACS Board of Directors