



# TEWATOHNHI'SAKTHA BUSINESS CONTRIBUTION FUND (TBCF)

## BUSINESS PROPOSAL

### Instructions for completing your Business Proposal

1. The Business Proposal allows us to determine eligibility for support available through the TBCF. Therefore, it is important that you answer all questions completely; use attachments if space is insufficient. Include any additional information that supports your proposal, such as business studies, market studies, financial statements and relevant industry information.
2. Before making a commitment to provide assistance, the TBCF may require an assessment of the potential impact of your project on the environment. To minimize delays, you should submit with your Business Proposal a copy of environmental studies or any other available information concerning possible environmental impacts.
3. Please ensure that your Business Proposal is signed and dated.
4. Before completing the assessment of your Business Proposal, a development officer will review the information in the document and contact you to discuss your proposal in more detail.
5. Following a review and discussion of the information provided, and depending on the nature of your application, you may be asked to supply a comprehensive business plan.

In order to determine eligibility, and to assess your request for financial assistance, the TBCF is authorized to collect limited personal information, including the following:

- We require documented proof of Aboriginal ancestry of applicants to confirm eligibility for the program.
- We collect the gender of applicants for statistical purposes only, to allow us to report on the demographics of our client base.
- We collect the date of birth of applicants to help us assess their collective business and management experience.
- We request a Social Insurance Number (SIN) in order to complete a personal credit verification which assists us in the assessment of the ability of applicants to contribute capital and obtain commercial financing for their projects.

### **Business Proposal**

#### **A. Applicant Information**

|                                |   |
|--------------------------------|---|
| Applicant Legal Name:          | Business Operating Name:                      |
| Mailing Address:               | Business Address (if different from mailing): |
| Telephone Number (Residence):  | Telephone Number (Business):                  |
| Email Address(es):             | Facsimile (Fax) Number:                       |
| Social Insurance Number (SIN): |   |

**Ownership Information**

| Owner(s) Name | Ancestry ( <i>Please attach documentation</i> ) (Status Indian, Non-Status Indian, Metis, Inuit, Non-Aboriginal) | Gender (Information for statistical purposes only) | Percentage of Ownership | Date of Birth (DD/MM/YY) |
|---------------|--|--|-------------------------|--------------------------|
|               |  |  |                         |                          |
|               |  |  |                         |                          |
|               |  |  |                         |                          |
|               |  |  |                         |                          |
|               |  |  |                         |                          |

**Education/Experience:**

For each owner, please attach a statement of education, training, employment history and management experience (Resume). Summarize below how the education/experience relates to this proposal.

**Summary of Owner’s (Owners’) Net Worth**

If the business has multiple owners, please submit a separate personal statement of net worth for each:

| <b>Assets:</b>                             | <b>\$</b> | <b>Liabilities:</b>           | <b>\$</b> |
|--|-----------|-------------------------------|-----------|
| Cash/Bank Balances (Confirmation required) |           | Charge Account Balances       |           |
| Real Estate                                |           | Mortgage(s)                   |           |
| Equipment                                  |           | Loans Outstanding             |           |
| Vehicle(s)                                 |           | Vehicle(s)                    |           |
| Other ( <i>Specify</i> )                   |           | Other ( <i>Specify</i> )      |           |
| Other Investments                          |           | Other Accounts owing          |           |
| <b>Total Assets (A):</b>                   |           | <b>Total Liabilities (B):</b> |           |
|  |           | <b>Net Worth (A) – (B)</b>    |           |

**B. Project Information**

I am seeking assistance for one of the following (*Check only one*):

- |                          |  |                          |   |
|--------------------------|--|--------------------------|---|
| <input type="checkbox"/> | Support to start or acquire a business | <input type="checkbox"/> | Support for an existing business                |
| <input type="checkbox"/> | Support for a youth entrepreneur       | <input type="checkbox"/> | Support for an Aboriginal business organization |

Please refer to our online information by visiting [www.tewa.ca](http://www.tewa.ca)



| Contact Person | Telephone Number | Organization |
|----------------|------------------|--------------|
|                |                  |              |
|                |                  |              |

**C. Other Information:**

Have you or any business that you own or have previously owned, received financial assistance from the TBCF or Tawatohni'saktha? If yes, please describe.

Are you applying to any government programs for financial assistance for this project? If yes, please describe.

Have you already made any financial commitments for the project? If yes, please list amount(s).

*Note: Any costs for which you have made a legal commitment prior to project approval will not be eligible for TBCF support.*

*Note: To be eligible for support, the applicant should be involved full time with the proposed business in a management capacity.*

**When sending your completed Business Proposal, please ensure that you have included the following:**

- Evidence of Aboriginal ancestry;
- Evidence of sufficient personal financial resources to undertake the project you are proposing.
- A resume that highlights experience, training and/or education related to your business activity;
- For existing businesses, a copy of your most recent financial statements [up to three (3) years, if available];
- Any additional information that supports your proposal, such as business studies, market studies or relevant industry information, and;
- A copy of any partnership agreements or incorporation documents.

*Note: Failure to provide these documents with your Business Proposal will cause delays in assessing your project.*

**D. Declaration**

*Note: Each applicant must sign and date this Business Proposal.*

To the Tawatohni'saktha Business Contribution Fund:

The statements herein and the attachments hereto reflect an accurate description and estimate of costs regarding the intended project.

I (We) certify that I am (we are) of Aboriginal ancestry and/or represent a company that is majority Aboriginal owned.

I (We) consent to the Tawatohni'saktha Business Contribution Fund to conduct a verification of my (our) credit history.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date