

UGPI'GANJIG

ECONOMIC DEVELOPMENT

Grant Program

Guidelines

Eel River Bar First Nation

2019-2020

Ugpi'ganjig Economic Development Grant Program Guidelines

Procedures and Guidelines

Please read all material before completing the application. All applications must meet these necessary requirements. We encourage you to contact the Economic Development Officer (EDO), Keshia Moffat with any questions concerning the Grant Program.

Goal

The goal of Ugpi'ganjig's Economic Development Grant Program is to provide access to financial support for worthwhile viable ventures that will enhance the economic growth of Eel River Bar.

Policy

Eel River Bar First Nation (ERBFN) is committed to providing this equitable grant program access to registered Eel River Bar Band members residing on or *off reserve. (***Off reserve=within 20 km radius**).

To allow for adequate review of all applications, reviews will be done within (30) business days of submission to the Economic Development Officer, Keshia Moffat.

Applications will be accepted on an ongoing basis from **August 20, 2019 to March 1, 2020**.

Eligibility

All the following criteria must be met to be eligible for Eel River Bar's Economic Development Grant Program:

- **This grant is for new businesses who have only started their business operations after April 1, 2019 or existing businesses who have undergone significant and improved expansion since April 1, 2019.**
- Possess adequate knowledge of or background in their business
- Show seriousness of intent to achieve the goal, as outlined in his/her application
- Possess the ability to devote sufficient time and effort toward achieving his/her business goal(s)
- Be a registered Eel River Bar Band member
- Be residing in Eel River Bar or within a 20 km radius of Eel River Bar
- Control not less than 51% of the established business. If your business is a partnership, this grant will only take into consideration the costs associated with the Eel River Bar band members portion of the business.
- Have not received any type of funding from the Eel River Bar First Nation Band for your business

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- Must have provided a significant personal investment into the business, proof of this will be required with your application
- **Eligible costs:** Administration costs, and tangible assets that are needed to be purchased in order to flourish your business
- **Ineligible costs:** Salaries and benefits, contracted services, travel, Alcohol, Tobacco products, entertainments, gifts, prizes and giveaways.

Note: An annual budget of \$20,000.00 will be allotted to this fund.

Application Requirements

- € Completed in full the application as per the format provided by the ERBFN Economic Development Officer.
- € Copy of applicant's band card
- € Copy of applicant's resume
- € Copy of applicant's business plan. **(Please ensure you have sections in your business plan demonstrating how you and your business meet the eligibility requirements found in the *Eligibility* section of the Grant Program Guidelines)**
- € Relevant certifications in regards to training received for your business
- € Copy of receipts that prove a personally invested has been made into the business
- € Quotes relating to the proposed cost listed in the *Cost Breakdown Section*

Please Note: Applications containing inadequate or vague information will be deemed ineligible for review. All applications who did not submit all the required supporting will be deemed ineligible for review. Applicants may also be required to provide additional information upon request of the Review Committee or EDO

Conditions of Funding

Upon approval of receiving financial assistance within the ERBFN Economic Development Grants Program the following conditions shall apply:

- Grant funds must be used for the activity as described in the business, this being said, all funding shall be direct disbursed.
- Failure to complete either the progress report or final report will result in exclusion from any similar programs that may be offered in the future.

Notification

Applicants will be notified of the review decisions by letter or email, within 30 days of submission to the Economic Development Officer.

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Additional Information

If you require more information or have questions in relation to Eel River Bar's Economic Development Grant Program, please get in touch with Eel River Bar's Economic Development Officer.

In Person: Keshia Moffat, Economic Development Officer, Economic Development Office, Eel River Bar Band Hall

Phone: (506) 684-6286

Email: Keshia.Moffat@eelriverbar.ca