# Nishnawbe Aski Development Fund

##### **Equity Assistance Grant**

#####  **APPLICATION**

## Identification of Applicant:

## Name of Business:

Date this business started:

Business Address:

Mailing Address (if different):

Telephone:

Fax:

Contact/Authorized Person:

Title of contact:

Contact number:

Signature of authorized person:

Date:

Email of Contact:

Amount applying for (Max. $10,000):

**Overview**

Description and objective(s) – In one or two paragraphs, please provide detailed information about what the grant funds will be used for and what the end result(s) and/or goals are. Include information that pertains to how Aboriginal people or First Nation communities will be positively impacted economically either immediately or in the future, for example, 3 Aboriginal people will be hired, or “the funds will positively impact the economy of this First Nation by…”, etc. Ensure you provide detail as to how the project/initiative meets one or more of the eligible activities and meets the application criteria - refer to call letter - or it may not be approved:

Has this business or any of its affiliate’s accessed grants through NADF within the past three years? If yes, please specify.

Start date:

Milestone(s) and date(s):

End date:

What information will be submitted to support that the project/initiative has been completed? For example, pictures of a final product, supporting invoices, certificates, etc.

**\*\*Important\*\*** If approved, this information will be utilized to determine whether or not the project/initiative has been successfully completed, and therefore whether or not the grant funding is finalized or a repayment to NADF is required.

What will be measured to ensure the goals of this project/initiative have been achieved? For example, number of jobs created, forecasted economic impact on the local economy, number of widgets built, number of people trained, number of items purchased etc.

**\*\*Important\*\*** If approved, this information will be utilized to determine whether or not the project/initiative has been successfully completed, and therefore whether or not the grant funding is finalized or a repayment to NADF is required.

**PROJECT/INITIATIVE FINANCIAL BUDGET**

Please complete the following or provide a copy of your own detailed budget:

**NOTE:** Include the amount of the grant you are applying for through NADF in the following budget and the source of the 10% cash contribution of the applicant.

|  |
| --- |
| PROJECTED REVENUES/FUNDING |
| Name of Contributor | Source of Funds | Total contribution |
| **NADF** | **Grant Application** | $ |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  | Total Revenue | $ |

**NOTE: \*\*\***A quote from each supplier is required to be submitted with the application for the projected expenses, and we encourage the use of an Aboriginal supplier. **\*\*\***

|  |
| --- |
| PROJECTED EXPENSES |
| Name of Supplier  | Description of Expense | Total Expense |
|  |  | $ |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  | Total Expenses | $ |

**Evidence of 10% Cash Contribution**

Please provide evidence that you have the required 10% cash contribution of the overall cost of the project/initiative, i.e. a bank statement or similar statement showing the funds are available. (Statements must be in the name of the applicant)

**Evidence of Business Existence**

Please provide evidence of the businesses existence, for example, the master business license, a partnership agreement, incorporation documentation, business bank account statement, business registration number, and/or other documentation that may be relevant.

**Evidence of Aboriginal Ownership**

If the application is approved, you will be required to provide evidence that the business is owned by an Aboriginal person(s). Aboriginal ownership must be at least 51% or more of the business.

**Documentation Requirements Checklist**

Ensure the following documents are submitted with your application or the grant may not be approved.

(√)

|  |  |
| --- | --- |
|  | Proof that 51% of the business is owned by Aboriginal people.* Copy of status card, or metis card, or declaration of Aboriginal ancestry, and where required a copy of the articles of incorporation and partnership agreement.
 |
|  | A copy of the projected timeline from beginning to end and milestone dates of the project/initiative - If a separate document. NOTE: The project/initiative must be completed by December 31, 2015.  |
|  | If this is a start-up business, a business plan summary.  |
|  | Proof the applicant has the required 10% cash contribution. * Bank statements in the name of the applicant. Both personal and business bank statements for sole proprietors.
 |
|  | Copies of quotes from the suppliers. |
|  | A copy of the projected budget - if a separate document. |