

BUSINESS AND COMMUNITY INNOVATION APPLICATION FORM

Please read the guidelines before completing the application form. Incomplete applications will not be considered.

BUSINESS/ORGANIZATION INFORMATION				
Legal Name of Applicant:				
Operating Name (if different from above):				
Basic Legal Structure:	Corporation	Partnership	Sole Proprietor	Not For Profit Organization
	Municipal Government	Aboriginal Organization	Francophone Organization	Other (Specify):
CRA Business Number:		Years in Business:		NAICS Code:
Current Number of Employees	Full-time:	Part-time:	Seasonal:	
Address:				
Municipality/Town:			Postal Code:	
Contact Person:			Position:	
Telephone Number:			Fax Number:	
Email:				
Website URL:				
ORGANIZATION DESCRIPTION – include key activities, client segments and value proposition (250 words maximum)				
2018 Total Sales (\$CAD, Can Be Estimated)				
Canada:		North America:		Outside North America:

PROJECT OVERVIEW

Project Name:

Project Start Date:

Project End Date:

Project Summary (500 words maximum)

Please include the project objective and strategic importance (e.g. expand business growth, adoption of advanced business and innovation processes, technology)

PROJECT COSTS

Selected projects will be eligible for a non-repayable performance-based contribution requiring a minimum recipient 50% cash contribution on eligible expenses net of HST. The minimum project size is \$50,000 resulting in a minimum recipient contribution of \$25,000. Funding support to recipients will not exceed \$100,000.

Total Project Cost:	Funds Requested:
Applicant Contribution:	Funds From Other Sources (Please Specify):
Would you like to receive a referral to our loan program to provide additional assistance with your project?	YES NO

PROJECT MILESTONES

Milestones are major incremental objectives or outcomes you intend to achieve as a direct result of your proposed project

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Please identify the main project costs in relation to your project milestones (Type and \$ Amount) that are specific to your project:

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Spending Projections	Apr-Jun 2019	Jul-Sep 2019	Oct-Dec 2019
Jan-Mar 2020	Apr-Jun 2020	Jul-Sep 2020	Oct-Dec 2020

PROJECT OUTCOMES – ANTICIPATED ECONOMIC BENEFITS

# Jobs Created:	# Jobs Maintained	# New Partnerships/Collaborations:
# New products/services/processes commercialized:		
Total value of sales generated by new products/services/processes commercialized:		
# New Markets Accessed:	# New Patent Applications Submitted:	

QUESTIONS	YES	NO	PROVIDE BRIEF EXPLANATION
Is the project supporting one or more of the following: new technology, innovation, commercialization of a new product, process or productivity enhancements?			
Does the project provide potential for sales growth, business expansion, increased competitiveness, access to new markets?			

QUESTIONS	YES	NO	Select as applicable
Is the project supporting a funding priority sector? If yes, please select applicable sector.			Advanced Manufacturing Digital Industries Clean Tech Agri-Food Food Processing
Is the project inclusive? If yes, please select as applicable.			Youth Women Indigenous peoples Official Language Minority Communities, Persons with disabilities Visible minorities
MANDATORY SUPPORT INFORMATION			
Please confirm the following mandatory information is attached/submitted with this application:			
Corporation documents (articles of incorporation, letters patent, business registration)			
Financial Statements (at minimum, a YTD Profit & Loss Statement and Consolidated Balance Sheet)			
2-3 Quotes for items to be purchased or services provided			
OPTIONAL INFORMATION			
Additional Information may be submitted to support your application <i>e.g. Business Plan or Executive Summary, Business Model Canvas, letters of support, etc.</i>			

I agree to receive a newsletter and/or other documentation containing information offered by *Kawartha Lakes Community Futures Development Corporation*

Submitted by:

Title:

Date:

Signature:

Please submit completed application with required support information

to: Kawartha Lakes Community Futures Development Corporation

Suite 211, 189 Kent Street West

Lindsay, ON K9V 5A3

Office Use ONLY

Complete Application Received on:	Received by:
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