

Business Development Application

Eastern Ontario Development
Program(EODP) Application



1. Applicant Information

Business/Organization Name:
Operating Name <i>(if different than above)</i> :
Location Address:
Mailing Address <i>(if different than above)</i> :
Census Division: <input type="checkbox"/> Lanark County <input type="checkbox"/> Leeds & Grenville

Name of Contact:	Position:
Telephone:	Email:

General Description of Business/Organization:

2. Classification of Business/Organization

For Profit
<input type="checkbox"/> Incorporated <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor

Business Numbers
*Federal Business # (9 digits):

3. Business/Organization Sector Information

Sector:	
<input type="checkbox"/> Agriculture, Forestry, Fishing, Hunting <input type="checkbox"/> Consumer & Personal Services (retail, entertainment, restaurants, accommodations etc.) <input type="checkbox"/> Manufacturing <input type="checkbox"/> Transportation & Warehousing <input type="checkbox"/> Real Estate <input type="checkbox"/> Healthcare <input type="checkbox"/> Construction	<input type="checkbox"/> Wholesale Trade <input type="checkbox"/> Research & Development <input type="checkbox"/> Professional Services (Specify): <input type="checkbox"/> Telecommunications <input type="checkbox"/> Finance & Insurance <input type="checkbox"/> Education <input type="checkbox"/> Public Administration
NAICS Code (3 digit) Open for list:	

4. Funding Request

Total Project Costs	\$	Funding request (Max 50% of total costs)	\$
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Project Costs	Amount	Sources of Funding	Amount
		EODP Funding	
		Applicant	
		Other Funders:	
Total Project Costs:		Total Funding:	

Has this business or organization received EODP Funding in the past? If yes, please complete the section below.
Years funding was received:
Amount received:
The CFDC funding came from (Valley Heartland or other CFDC):

5. Project Description

Anticipates Start Date:	Anticipated End Date:
Provide a description of the project:	

6. Project Milestones and Expected Results

Please outline in point form, project milestones and approximately when they will be achieved:			
Project Milestone	Month	Expected Results	Method of Measuring Results
*Project Milestones: Activities that mark specific points along the project timelines. Note: Projects must be completed by September 28th 2018.			

Please outline the economic benefits this project will have on the local economy and your business:

Project Revenue Impact	
Current gross revenue (based on last financial statement):	\$
Projected gross revenue, 12 months following project complete:	\$

7. Funding Priorities

Please complete and indicate which of the following priorities your project meets:

Job Creation		
# of jobs created as a result of the project:	Full-Time:	Part-Time:
# of jobs maintained as a result of the project:	Full-Time:	Part-Time:

Key EODP priorities (please select all that apply):

Business Development Stream

- Succession planning to ensure long term viability of business
- Enhancements to productivity including digital technology, energy, new technologies
- Market diversification and/or expansion
- Women or youth entrepreneur
- Skills Training to improve competitiveness
- Industry Cluster Development
- Innovation (product innovation and/or development, process innovation)
- Green technology (technology whose use is intended to mitigate or reverse the effects of human activity on the environment.)
- Supply chain analysis and development
- Clean technology (Products, processes and services that improve on environmental performance in support of sustainable development and clean economic growth.)
- Business Start-up

8. Required Application Attachments and Acknowledgements

1.1 Employee Register

No. of current FT employees:

No. of current PT employees:

No. of current Contract employees:

Name	Position	Date Hired	FT	PT	Contract	Ave Hours/Week

1.2 Does the project impact the environment?

If so, please detail the environmental impact assessment measures which will be used to ensure that the project complies with all environmental requirements of all regulatory bodies having jurisdiction over your organization or over the project.

I confirm that any activities carried out as a result of this application will be in compliance with all environmental laws and regulations.

1.3 Mandatory Attachments

- ✓ Most recent financial statements
- ✓ 1 year cash flow projections
- ✓ Quotes for project costs (Valid within 90 days from date of submission)
- ✓ Business Plan *(for businesses in operation for 3 year or less)

1.4 Optional Attachments

- ✓ Letters of support, motions from boards, council resolution etc.

CLIENT AUTHORIZATION

I hereby certify that the information in this application is complete and true. I confirm that if any statement I have made herein or in accompanying materials proves to be incorrect in any way, I shall notify Valley Heartland CFDC immediately. I authorize Valley Heartland CFDC to retain this application and any associated records and reference reports for Valley Heartland CFDC's records and reporting to FedDev Ontario who oversees the Eastern Ontario Development Program. I consent to Valley Heartland CFDC collecting, using, retaining and disclosing the information contained in this application to FedDev Ontario for the limited purpose of determining my eligibility for funding as is required by law, and by FedDev Ontario. I understand that Valley Heartland CFDC will handle my application in strict confidence in accordance with Federal privacy law. As part of its project assessment process, Valley Heartland CFDC requires that all projects conform with the environmental guidelines set out in the Canadian Environmental Assessment Act. For more details of CEEA requirements please visit www.ceaa-acee.gc.ca

Authorized By: _____

Title: _____

Date: _____