



**Nisga'a Lisims Government**

T 250 633 3000 / F 250 633 2367

TF 1 866 633 0888

PO Box 231 / 2000 Lisims Dr

New Aiyansh BC / Canada V0J 1A0

[NISGAANATION.CA](http://NISGAANATION.CA)

## **Nisga'a Business Development Fund Eligibility, Checklist and Application**

### **Types of Financial Assistance**

- Loans (start up capital and business expansion)
  - Start up Capital
  - Business Expansion
- Contributions
- Grants

### **Application Check List**

- ✓ Nisga'a Business Development Fund Application
- ✓ Applicant's Resume
- ✓ Nisga'a Citizenship Confirmation
- ✓ Business Plan
- ✓ 2-year cashflow projections
- ✓ Vendor / Service Quotes (if applicable)
- ✓ Business incorporation confirmation (or most recent tax filing for sole proprietorships)
- ✓ Confirmation of Nisga'a Business Registry enrollment + tier status
- ✓ GST Number, if applicable
- ✓ Cashflow for the past two years, for existing businesses

### **Eligible Applicants:**

- Nisga'a Citizens
- Corporations (except corporations where shares are publicly traded), Societies, partnerships or trusts in which Nisga'a Citizens hold a minimum 50% interest as shareholders, members, partners or beneficiaries.
- Nisga'a Villages.
- Nisga'a Corporations;
- Nisga'a Urban Locals; or
- Any other persons authorised by regulations enacted under the act.

# Nisga'a Business Development Fund

## *Individual/Business Application Form*

### *1. Applicant Information*

Name	
Nisga'a Citizenship Number	
Mailing Address	
Telephone Number	
Email Address	
Date of Birth	
Village Affiliation	

### *2. Business Information*

Business Name	
Business Address	
Business Number	
Percentage of Ownership of Applicant (must be at least 51% to qualify)	
Has the individual/business received funding through the Business Development Fund prior to this?	

### Previous NBDF Projects Approved for this Applicant/Business (If Applicable)

Project #	Amount (\$)	Business Status	Reporting Complete? (Y/N)

### *3. Project Overview*

Explain the rationale for undertaking the business project.

4. *Project Timeline*

<b>Stage of project:</b>	<b>Scheduled Date: (dd-mm-yyyy)</b>
Forecasted Start Date:	
Forecasted Project Completion:	

5. *Strategic Factors*

Are you applying for any other government programs for financial assistance for your business? If yes, please describe.
Do you, or your business, owe money to the Nisga'a Nation? (Please check with the NLG accounting department for verification purposes). Includes: debts; Fishers loans; Economic Development loans; and outstanding fines (in relation to violation to Nisga'a Law). If yes, please specify amount owed.
Do you, or your business owe money to the Government of Canada or Province of British Columbia? If yes, please indicate to which agency. (i.e. Revenue Canada, Ministry of Finance for BC)
Have you personally made any financial commitments for this business? If so, NLG. Will consider this as your equity stake in the business. If yes, please list amount(s) with descriptions.
Description or statement of how you will manage financial administration (e.g. bookkeeper, accounting firms, self-filing).

How does this business contribute to the revitalization or continuation of Nisga'a cultural values?
How will this business have positive outcomes for the environment?
How will this business impact or support Nisga'a citizens, including youth, elders or families?

6. *Mandatory Key Deliverables*

**Current Employment (Baseline)**

Position:	Existing positions	Average hours of employment per week	Total months employed per year
Permanent Full Time Jobs (30+ hours/week)			
Permanent Part-Time Jobs			
Permanent Seasonal Jobs			

**New Employment**

Position:	Existing positions	Hours of employment per week	Total months employed	Positions/Title
Permanent Full Time Jobs		35+ hours/week	12 months/year	
Permanent Part-Time Jobs		hours/week	12 months/year	
Permanent Seasonal Jobs		hours/week	months/year	
<b>Total Proposed full-time equivalent (FTE) job creation:</b> <ul style="list-style-type: none"> <li>1.0 FTE is equal to 1 new position working 35+ hours/week for 12 months/year</li> </ul>				
Temporary Jobs: (construction/consulting)		hours/week	months/year	

### Revenue Generation

	Projected Annual Revenue	
Current Annual Revenues	Year 1:	Year 2:
\$	\$	\$
<b>Increased Revenue Expected Over Two years:</b> The sum of the project revenues for the two years after the investment, minus two times the current annual revenue.		\$
Describe how the completion of this project influences your revenue projections:		

### Additional Key Deliverables

- Identify two additional deliverables related to the project. These must be quantitative, and the applicant will be required to report on these after the completion of the project.
  - Examples include: additional customer acquisitions, reduction in operating costs, expansion into new markets, increased production or service capacity, return-on-investment, sustainability metrics, technological adoption, training and skill development

### Performance Indicator 1

What will you be measuring?		
	Projections:	
Current Measurement	Year 1	Year 2
Describe how the project will result in an increase in the area you've chosen:		
Describe how the applicant will track this information to ensure the accuracy of this deliverable:		

**Performance Indicator 2**

What will you be measuring?		
Current Measurement	Projections:	
	Year 1	Year 2
Describe how the project will result in an increase in the area you've chosen:		
Describe how the applicant will track this information to ensure the accuracy of this deliverable:		

*7. Project Budget, Funding Request, and Funding %*

Eligible Project Budget	Funding Request (grant):	Requested Funding %:
\$	\$	\$

**Other Funding Sources:**

Funding source:	Amount (\$):	Identifying funding terms:	Identifying funding confirmation
	\$	<input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input type="radio"/> Approval Letter attached <input type="radio"/> Date Approval Expected:
	\$	<input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input type="radio"/> Approval Letter attached <input type="radio"/> Date Approval Expected:
	\$	<input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input type="radio"/> Approval Letter attached <input type="radio"/> Date Approval Expected:
	\$	<input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input type="radio"/> Approval Letter attached <input type="radio"/> Date Approval Expected:

**Declaration/Authorized Signatory**

- I (We) certify that I am (we are) of Nisga’a Ancestry.
- I (We) understand that Nisga’a Lisims Government has the right to discard incomplete applications
- I (We) confirm that the information in this application is accurate and complete, and that the project proposal, including plans and budgets, is fairly presented.
- I (We) agree to enter into an agreement with Nisga’a Lisims Government prior to commencing the project. Project costs incurred by the applicant in the absence of a signed agreement are at the sole risk of the Applicant and any such costs may be considered ineligible for reimbursement.
- I agree that once the project is approved any change to the project proposal will have to be approved by Nisga’a Lisims Government.
- I also agree to submit reporting materials as required by Nisga’a Lisims Government.
- I agree to acknowledge funding by Nisga’a Lisims Government, where applicable.
- I (We) authorize duly appointed representatives of Nisga’a Lisims Government to obtain from and share with persons or organizations, public or private, any information necessary to complete the assessment of the project outlined in this application.
- I (We) consent to Nisga’a Lisims Government sharing my (our) name(s), phone number, and email address with third party service providers (who are required to safeguard the handling of this information under the Personal Information Protection and Electronic Documents Act (PIPEDA) and/or the Privacy Act) for statistical, research and evaluation purposes for Nisga’a Lisims Government.

<b>Signature:</b>	
<b>Print Name:</b>	
<b>Position/Title:</b>	
<b>Date:</b>	

*Complete applications (with all required attachments) should be provided electronically to Nisga’a Lisims Government by email to [nisgaabusinessdevfund@nisgaanation.ca](mailto:nisgaabusinessdevfund@nisgaanation.ca)*