

THUNDERBIRD TRUST



ECONOMIC DEVELOPMENT FUNDING APPLICATION

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ECONOMIC DEVELOPMENT PLAN

Thunderbird Trust agreement identifies Economic Development as one of three areas of focus. This funding is intended to support new & existing businesses and stimulate the economy of Chippewa of the Thames and its members.

BUSINESS – New or Existing

If you own a business or are starting a business, you may be eligible for a one-time non-repayable loan in the amount of \$5000.00 (max.). This funding can be used for, but not limited to the following:

1. Capital – leverage other funding sources i.e. Tecumseh Community Development Corp., Waubetek Business Development Corp., etc.
2. Equipment – purchase equipment for business
3. Advertising – business promotion strategy ...AND MUCH MORE!

ELIGIBILITY:

Eligibility for funding will be determined by the following criteria;

1. Applicant must be a member of COTTFN.
2. Must have an established or new business (concept/development).
3. Must **NOT** have received funding in the previous year.
4. One grant per individual and/or businesses per eligible round.
5. Must provide supporting documentation.
6. Must provide a business plan that clearly demonstrates viability.
7. Proof of personal investment matching (cash or capital).
8. Applicant must match funding 1:1 up to a max. of \$5000.00 cash and/or capital/in-kind
9. Ongoing business venture only, NO one-time or phased projects will be funded.
10. Must continue to be a viable business one year from signing contract or contract will be void and the loan will need to be returned.
11. Be willing to share your learning journey via social media, newsletter and/or website or at a community workshop.

Applications will not be accepted from businesses or individuals owing money and/or final reports to the Trust. Approval is also conditional upon reporting results to the Trustees, be willing to share participation publicly and possible volunteer participation in future strategies (where applicable).

A. Business plan Approval Process

1. **Application Deadline** – This is an ongoing intake program which will run until budgeted funds are depleted, there is no set deadline.
2. **Screening** - The Thunderbird Trust General Manager will review your business plan in order to ensure you that it meets minimum qualifications prior to presenting to Trustees for review. If your business plan is not complete you will receive communication informing you of missing elements and offering you the opportunity to submit the missing information within reasonable time frame.
3. **Business Plan Review** - If your business plan is complete, it will be addressed at a Trustee meeting to determine whether it meets the criteria. If your business plan does not meet mandatory criteria, it will be removed from the review process. You will receive a letter outlining reasons for denial of application and a contact person who can help you identify other funding sources. All business plans meeting criteria will be notified by letter indicating next steps in the review and approval process.

B. Obligations of Funded Projects

Obligations of the applicant will be outlined in the contract upon approval. Thunderbird Trust reserves the right to withhold funding at any time if project is not meeting original objectives as set out in the agreed work plan & contract.

The Thunderbird Trust is not responsible for expenditures that are not included in the Business Plan and Costs which exceed approved amount (max \$5000.00). Approved amounts are final and will not be adjusted after contract is signed.

C. The Appeal Process

Where there is a dispute in the decision to not approve funding for your business plan you may appeal. All appeals must be in writing and submitted to the Thunderbird Trust. It will then be submitted to Trustees for review within a reasonable timeframe.

D. Deadlines

Applications will be accepted until funding is exhausted.

1. It is up to you to ensure your application, business plan and any accompanying documentation arrives complete for assessment. Any delays could affect eligibility due to the competitive nature of the funds.
2. Original Business plans will not be returned to the applicant please make copies for yourself before sending.
3. The Thunderbird Trust will not take responsibility for delays or losses caused by Canada Post or other courier companies.
4. In order to ensure everyone is treated equally, the Thunderbird Trust will make no exceptions to these requirements.

FINAL Report Deadlines: Due 1 year from date of contract signed. Expectations will be outlined in the signed contract upon approval.

Contact Us

You can contact the General Manager for support by phone, email or in person:

Thunderbird Trust
641 Jubilee Rd.
Muncey, ON N0L 1Y0
Phone: 519-264-2626
Fax: 1-844-877-1395
Email: rsault@thunderbirdtrust.ca

Application available for download @ www.thunderbirdtrust.ca

Thunderbird Trust Funding Application Form

PART I – Personal Information

Applicant contact information (please print clearly) and must be accompanied by a copy of your status card front and back and cannot be expired.

First & Last Name:			
Band # :			
Address:			
City:		Prov./State:	
Phone:		Postal/Zip code:	
Email:			

PART II – Business Information

Business contact information (if different from above). If this is not relevant to your situation please skip to the next section.

Business Name:			
Website :			
Address:			
City:		Prov./State:	
Phone:		Postal/Zip code:	
Email:			

PART III - FUNDING AMOUNT REQUEST

Applicants may apply for a non-repayable funding of up to \$5,000 on a 1:1 matching basis, which can be a combination of cash and/or capital/in-kind. The amount being requested cannot exceed the amount that you are matching. Please include proof of matching funding (i.e. current bank statements, tax return, receipts & pictures, etc.) If you require more room please attach an additional page.

Amount funding requested:	\$	Please list matching in-kind items (attach proof):
Amount cash matched:	\$	
Amount capital match:	\$	

A. GOALS & OBJECTIVES

Identify the specific goal within your business goals that this funding will help to address. Please be brief in your explanation, if you would like to expand add another page or include in your attached business plan.

Goal	Objective
Ex: Increase customer base	Ex: Expand advertising to greater population

B. VIABILITY

Applicants must clearly demonstrate the viability of your current or new business plan. Please outline to the best of your ability the following information:

Operations: How will your business continue to operate after funding from the Thunderbird Trust is exhausted? (Must attach a separate business plan)

Entrepreneur Skills Inventory: Prior Experience/Training in the sector related to your business:

C. COMMUNITY BENEFIT/IMPACT:

Benefit: How will you as a member of Chippewa of the Thames and/or the community benefit? (e.g., community economic, environment, social, cultural impacts; individual economic, social, cultural impacts)

Impact: Identify some of the environmental considerations you are making in the running of your business? (e.g., disposal and care of materials, care and maintenance and disposal of equipment, increased traffic, wear and tear on roads, safety and long-term health considerations for children and families due to long term environmental impacts; soil degradation of land business exists)

Volunteer: Would you be willing to volunteer sharing your experience and expertise with other members by apprenticing or sharing via written, video, workshop, etc.? Please explain how.

PART IV – BUDGET

Please list the costs by line item that this funding will cover if approved, if more space is needed please provide additional page(s).

Project Cost Description	Amount \$
Total Costs	\$
Minus: Other Income Sources Received (if applicable)	\$
Sub-Total	\$
Total Request from Thunderbird Trust	\$

PART V - EVALUATION

Tell us how you will evaluate your business plan. How will success be determined and/or measured? If you are going to use an evaluation instrument, include it as an appendix.

In this section, demonstrate that you take your objectives seriously and intend to measure your efforts. Your evaluation can help you learn what parts of your program require strengthening or changing.

Please attach a business plan. Please ensure the following minimum components are included:

- Business description
 - Goals
 - Vision
 - Product overview
- Market place
 - Industry factors and trends
 - competition
 - customers
- Sales and marketing
 - Processes, people and customer service
 - Price, positioning and promotion
- Business operations
 - Staff/team
 - suppliers
- Financials
 - Personal resources - net worth, credit history, ability to manage personal finances
 - Business Finances – balance sheet, income statement, cash flow projections

Use additional pages as required.

Please see the following websites for help in developing your business plan:

<http://www.waubetek.com/PDF%20Documents/WBDC%20Business%20Planning%20Guide.pdf>

<http://www.scotiabank.com/ca/en/0,,588,00.html>

<https://www.tdbusinessplanner.com/Pages/Index.aspx>

Declaration

Note: Each applicant must sign and date this Application. **The Thunderbird Trust strongly recommends that projects directly dealing with children should have their volunteers complete a Criminal Reference Check (CPIC) and a Vulnerable Sector Check.**

To the Trustees of the Thunderbird Trust Agreement:

The statements herein and attachments hereto reflect an accurate description and estimated costs regarding the intended use of trust funds.

I (we) authorize appointed representatives of the Trust to obtain and share with persons or organizations, public or private, any information necessary to complete the assessment of the project outlined.

I (we) certify that I am a member of the Chippewa of the Thames First Nation and will provide verification by the way of copy of any Certificate of Indian Status, as requested.

I (we) authorize duly appointed representatives to perform a credit check if requested.

I (we) understand that the information provided is an application and that when this information is reviewed, written notification will be provided to advise if the business plan has been approved or not.

I (we) understand that if Program financial assistance is contributed to the intended project, this information can be released to the band membership by way of formal publication.

Signature of Applicant

Date