

STEP 1: Project Description

Project Name

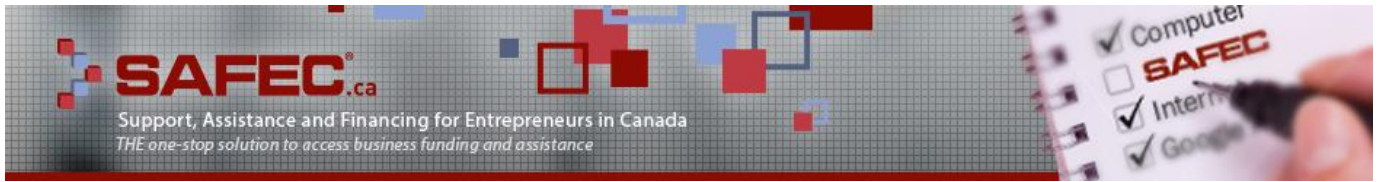
Please choose and enter a project name: _____

Short Term Objectives

Indicate the 3 primary short-term objectives that you wish to achieve with the help of assistance programs.

- Developing and/or explore new markets
- Business expansion, merger, acquisition, consolidation and business turn around
- Innovation and/or developing new products, services, processes or technology
- Sector specialization
- Increase productivity
- Increase competitiveness
- Business creation and start-up
- Accreditation, certification, regulation and validation (ISO, HACCP, etc.)
- Feasibility, marketing and/or needs studies
- Human resources management
- Occupational safety and health
- Protection of intellectual property
- Networking, contacts and commercial trade
- SR&ED programs and credits
- Improving business management
- Commercialization and marketing
- Skills management, work and study programs, and training

IMPORTANT: The number of responses allows for a better selection and prioritization of programs that best meet your needs and does not limit the access to various types of assistance. Please select 3 objectives.



STEP 2: Project Description

Project Activities Location

Please indicate the place(s) where the project's activities will occur to meet the short-term objectives.

- | | |
|---|--|
| <input type="checkbox"/> Quebec | <input type="checkbox"/> Nunavut |
| <input type="checkbox"/> Alberta | <input type="checkbox"/> Saskatchewan |
| <input type="checkbox"/> British Columbia | <input type="checkbox"/> Ontario |
| <input type="checkbox"/> Prince Edward Island | <input type="checkbox"/> Newfoundland and Labrador |
| <input type="checkbox"/> Manitoba | <input type="checkbox"/> Northwest Territories |
| <input type="checkbox"/> New Brunswick | <input type="checkbox"/> Yukon |
| <input type="checkbox"/> Nova Scotia | <input type="checkbox"/> Other : _____ |

Important: Some programs offer assistance for projects that will be executed beyond the province or territory where the Enterprise is located. Other programs may only apply to projects that are taking place in the same region, province, or territory where the Enterprise is located. You can provide one or more answers to this question, with no limit on the number of responses you can choose.

Job Creation during the Next 12 to 24 Months

- How many new job(s) will be created in the organization over the course of the next 12 to 24 months?
- | |
|-------------------------------------|
| <input type="checkbox"/> None |
| <input type="checkbox"/> 1 to 2 |
| <input type="checkbox"/> 3 to 5 |
| <input type="checkbox"/> 6 to 10 |
| <input type="checkbox"/> 11 to 50 |
| <input type="checkbox"/> 51 or more |
- In order for the application for assistance to be approved, some programs require that a certain number of job(s) be created within a predetermined period of time. If no job will be created during this period, answer "None".*



STEP 2: Project Financial Requirements

Total Cost of the Project

Indicate the overall total amount of investment for this project, including funds already obtained or available. This amount includes all types of funding planned or required from the organization, promoter and entrepreneur including investment and/or financial assistance expected, as well as funding obtained or to obtain through traditional or non-traditional financing.

Important: Total investment amount needed for the next 3 years to complete this specific project, whether it will be for a business start-up, the realization of a research project, a new product launch or an organization expansion on new markets.

- \$0 to \$25,000
- \$25,001 to \$50,000
- \$50,001 to \$100,000
- \$100,001 to \$250,000
- \$250,001 to \$500,000
- \$500,001 to \$1,000,000
- \$1,000,001 to \$5,000,000
- \$5,000,001 to \$10,000,000
- \$10,000,001 or more

Missing Funds to Complete the Funding of the Project - Financial Assistance or Financing.

Indicate the total amount of financial assistance and/or funds to be obtained to complete the funding required for the realization of the project.

Important: Indicate the total amount of funding needed, over and above the capital and financing already obtained by the project participant(s), including all forms of funding and financial assistance available to complete the project targeted by the search.

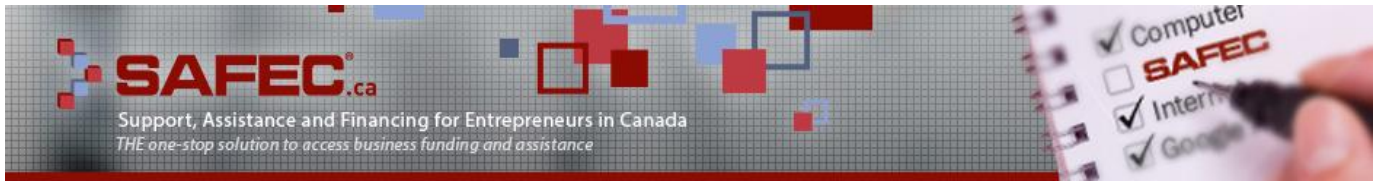
- \$0 to \$10,000
- \$10,001 to \$25,000
- \$25,001 to \$50,000
- \$50,001 to \$100,000
- \$100,001 to \$250,000
- \$250,001 to \$500,000
- \$500,001 to \$1,000,000
- \$1,000,001 to \$5,000,000
- \$5,000,001 or more

The Percentage of Financial Contribution by the Organization.

Indicate the percentage of the organizations', shareholders' or entrepreneurs' financial contribution (from their own resources) planned as a percentage of the total cost of completion of the project.

Important: Most of the time, in order to obtain the assistance requested the applicant must contribute a minimum amount of capital (from his own resources) to the total cost of the project.

- 0% to 10%
- 11% to 20%
- 21% to 25%
- 26% to 30%
- 31% to 35%
- 36% to 40%
- 41% to 45%
- 46% to 50%
- 51% or more



STEP 3: Types of Financial Assistance Required

Type of Financial Assistance Programs

Indicate the 2 primary types of financial assistance programs you need to carry out this project.

- | | |
|--|---|
| <input type="checkbox"/> Financing | <input type="checkbox"/> Tax credits (SR&ED and others) |
| <input type="checkbox"/> Leasing | <input type="checkbox"/> Additional tax benefits |
| <input type="checkbox"/> Non-refundable assistance, subsidies and grants | <input type="checkbox"/> Micro-financing |
| <input type="checkbox"/> Venture capital | <input type="checkbox"/> Quasi-equity |
| <input type="checkbox"/> Credit margin | <input type="checkbox"/> Assets financing |
| <input type="checkbox"/> Bond or guarantee | <input type="checkbox"/> Factoring |
| <input type="checkbox"/> Letter of credit | <input type="checkbox"/> Other financial benefits |

Important: The number of responses does not limit the number of programs obtained or the access to various types of assistance, but it allows a better selection and prioritization of programs that best meet your needs. Please, select only 2 options.

Purpose of the Project

Please indicate if the purpose of the project, organization, or enterprise is for-profit or non-profit - with or without the objective of generating profit for promoters or for the entrepreneur(s).

- For Profit – Generates profit
- None-Profit – Does not generate profit



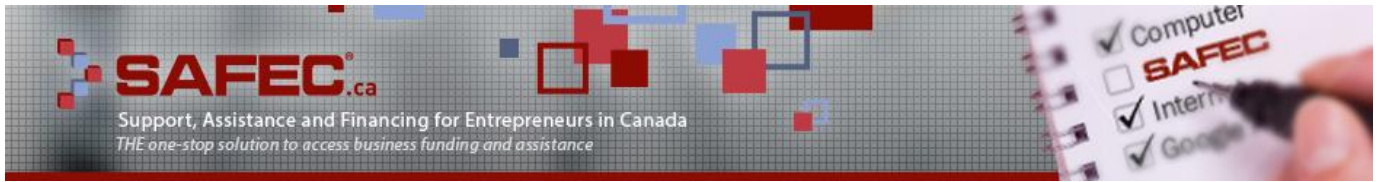
STEP 4: Tell Us About Your Enterprise

Activity Sector

Select a maximum of 3 activity sectors that best describe your enterprise, organization or the project you are seeking financial and non-financial support (see note).

- | | |
|--|---|
| <input type="checkbox"/> Manufacturing industries | <input type="checkbox"/> Real estate - Construction, promotion and investment |
| <input type="checkbox"/> Industrial production or equipment | <input type="checkbox"/> Research, science, inventions, biotechnology, etc. |
| <input type="checkbox"/> Wholesale or retail | <input type="checkbox"/> Health care, pharmaceutical, and medical sector |
| <input type="checkbox"/> Cooperatives | <input type="checkbox"/> Transport, shipping, aviation, trucking and infrastructures |
| <input type="checkbox"/> Data processing and electronic commerce | <input type="checkbox"/> Tourism, recreation, sports, and outdoor recreational activities |
| <input type="checkbox"/> Telecommunications and information technology | <input type="checkbox"/> Hotel, catering services and food service industry |
| <input type="checkbox"/> Natural resources - Forestry, mining, etc. | <input type="checkbox"/> Robotics, aerospace, aeronautics and satellites |
| <input type="checkbox"/> Environment and recycling | <input type="checkbox"/> Education, training and learning sector |
| <input type="checkbox"/> Energy - Electricity, petroleum, natural gas, etc. | <input type="checkbox"/> National Defense - Military supplies, material and equipment |
| <input type="checkbox"/> Culture, music, arts, and literature | <input type="checkbox"/> Universities and institutions of higher education |
| <input type="checkbox"/> Fashion and clothing industry | <input type="checkbox"/> Financial Services |
| <input type="checkbox"/> Training center for scientific and technological research | <input type="checkbox"/> The media and movie industry |
| <input type="checkbox"/> Fishing, horticulture, agriculture, and food industry | <input type="checkbox"/> Natural products, nutrition, personal care, beauty and cosmetology |
| <input type="checkbox"/> Import, export, international trade | <input type="checkbox"/> Community and social economy, municipalities |
| <input type="checkbox"/> Service industry for businesses and individuals | |

Important - Indicate the main activity of your organization, or the activity targeted by the project to focus the search request. Be very specific. Accuracy will determine the quality of the results obtained. If several activity sectors can be used to describe the project, you can select up to a maximum of 3 and our system will create different "Project Description(s)" with their associated results for each activity sector chosen. This will allow you to compare and discover which approach may offer the best support to your organization.



STEP 4: Tell Us About Your Enterprise

Location of the Organization's Head Office

Where is or will be the head office of the organization?

Province: _____

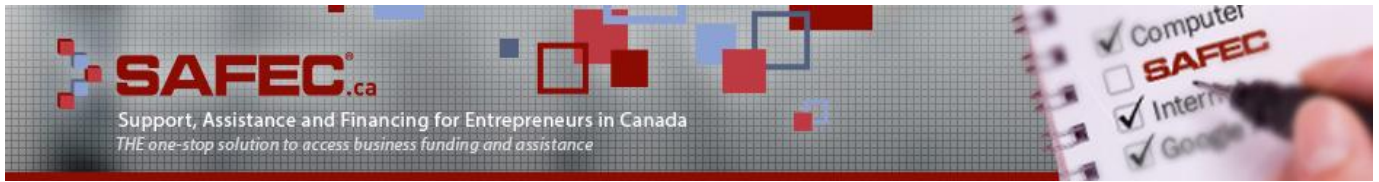
Important – Some programs provide assistance for projects that will be executed beyond the province or territory where the enterprise is located. Other programs may only apply to projects that are taking place in the same region, province, or territory where the enterprise is located.

Administrative Regions

Indicate the region where your organization's head office is located.

- | | |
|--|--|
| <input type="checkbox"/> Bas-Saint-Laurent | <input type="checkbox"/> Nord-du-Québec |
| <input type="checkbox"/> Saguenay/Lac Saint-Jean | <input type="checkbox"/> Gaspésie/Îles-de-la-Madeleine |
| <input type="checkbox"/> Capitale-Nationale | <input type="checkbox"/> Chaudière-Appalaches |
| <input type="checkbox"/> Mauricie Estrie | <input type="checkbox"/> Laval |
| <input type="checkbox"/> Montréal | <input type="checkbox"/> Lanaudière |
| <input type="checkbox"/> Outaouais | <input type="checkbox"/> Laurentides |
| <input type="checkbox"/> Abitibi-Témiscamingue | <input type="checkbox"/> Montérégie |
| <input type="checkbox"/> Côte-Nord | <input type="checkbox"/> Centre-du-Québec |

Important: The hundreds of regional programs are listed in our database as available by region(s). By selecting only the region applicable for your project, you enable our systems to include only regional programs that your project may be eligible because of the region where your organization is established.



STEP 4: Tell Us About Your Enterprise

Creation of the Organization

Indicate the number of complete year(s) since the creation of the organization or the beginning of the project.

- Project or business start-up and seed investment
- 1 to 2 year(s)
- 3 to 5 years
- 6 to 10 years
- 11 years or more

Important: In the case of a research project or any other project that is being developed through a collaboration with a non-business or not-for-profit entity (university, research center, etc.), please indicate the time passed since the start of the project, and not the time that the organization is existing. This can affect the results of the types of financial or non-financial aid programs offered.

Number of Promoters or Shareholder(s)

Indicate the number of promoter(s) or shareholder(s) in the organization or how many entitie(s) - participant(s) are involved in the project.

- 1
- 2
- 3 to 5
- 6 to 49
- 50 or more

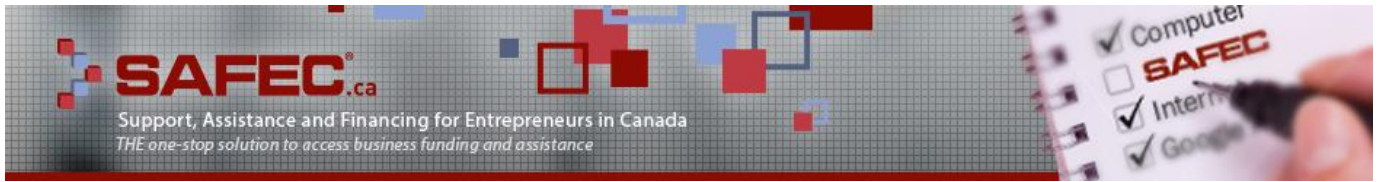
Some programs stipulate that a minimum or maximum number of participant(s), promoter(s), entitie(s) or shareholder(s) must be involved in the project for which assistance is being requested.

The Age Category of the Promoter(s) or Majority Shareholder(s)

Indicate the age category of the promoter(s), entrepreneur(s), participant(s) or majority shareholder(s).

- Not applicable
- 15 to 17 years
- 18 to 40 years
- 41 and more

Important: If many entities are involved, choose the age category based on the entity(ies) holding the majority of participation in the enterprise or project. If, for a legal entity/organization without major shareholder(s) or a not-for-profit organization, please select "NOT APPLICABLE".



STEP 4: Tell Us About Your Enterprise

Sales Figures from the Previous Year

Indicate your total business volume from the previous year or forecast it for the next year (in the case of a business or a project start-up).

Important: Actual or forecasted business volume (or sales figures) can constitute an eligibility criterion for specific programs. In the case of business or project start-up, or activities that will not be generating immediate income, you must select "\$0 to \$100,000".

- \$0 to \$100,000
- \$100,001 to \$250,000
- \$250,001 to \$500,000
- \$500,001 to \$1,000,000
- \$1,000,001 to \$5,000,000
- \$5,000,001 to \$10,000,000
- \$10,000,001 or more

Number of Full-Time Employee(s)

How many full-time employee(s) are there in the organization or how many involved entity(ies) are there in the project?

Important: The number of full-time employee(s) should include promoter(s), participant(s), researcher(s) or entity(ies) involved in the organization or the project for which the financial and non-financial assistance program search is being conducted.

- 1 to 2
- 3 to 5
- 6 to 10
- 11 to 50
- 51 to 100
- 101 to 200
- 201 to 500
- 501 or more

Employee(s) Entitie(s)

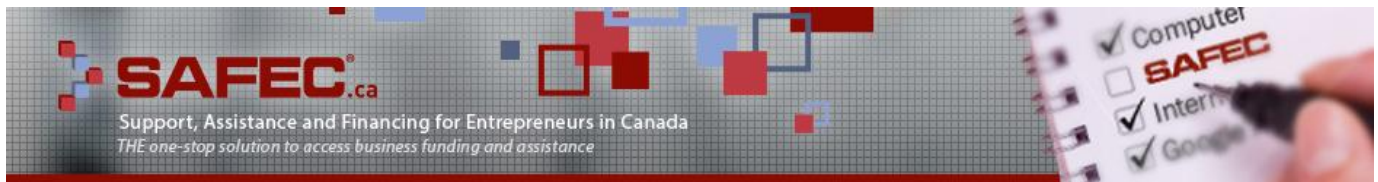
Number of Part-Time Employee(s)

How many part-time employee(s) are there in the organization or how many part-time participant(s) are involved in the project?

Important: If there are no part-time employee(s), it is important to select "None". You must include any promoter(s), participant(s) or researcher(s) involved in the organization or project for which the financial and non-financial assistance program search is performed.

- 1 to 2
- 3 to 5
- 6 to 10
- 11 to 50
- 51 to 100
- 101 to 200
- 201 to 500
- 501 or more

Employee(s) Entitie(s)



STEP 5: Non Financial Assistance

Non-Financial Assistance Programs

SAFEC will also search our database for non-financial assistance programs that could also support you with the development of your project. Indicate the 3 main categories of non-financial assistance programs that may be helpful in order to achieve your goals.

- | | |
|---|--|
| <input type="checkbox"/> Contribution in kind (equipment, manpower, etc.) | <input type="checkbox"/> Consulting services |
| <input type="checkbox"/> Regulations, standards and control (Licensing, permit, etc.) | <input type="checkbox"/> Business support services |
| <input type="checkbox"/> Public calls for tender | <input type="checkbox"/> Business immigration |
| <input type="checkbox"/> Employment, manpower and foreign workers | <input type="checkbox"/> Young Entrepreneurs Program |
| <input type="checkbox"/> Business partnership | <input type="checkbox"/> Aboriginal-specific programs |
| <input type="checkbox"/> Transfer and improvement of knowledge/technology | <input type="checkbox"/> Environmental protection, environment and recycling |

IMPORTANT: The number of responses does not limit the number of programs obtained or the access to various types of assistance, but it allows a better selection and prioritization of programs that best meet your needs. Select 3 responses.