



# 2010 Overview of Financing

Revised: January 2010





## Overview of Financing

### January 2010

*The Overview of Financing acquaints you with government assistance programs and services for small business. Both federal and provincial government programs are listed.*

*The Overview is a collection of more popular programs for small business and is not a complete listing. Programs targeted to specific industries/sectors are not listed.*

*To find a program for your specific sector, you might want to go to the Sources of Financing search engine of Canada Business on [www.canadabusinessbc.ca](http://www.canadabusinessbc.ca).*

*To access a comprehensive listing of business assistance programs and services, check the Small Business BC's website, [www.smallbusinessbc.ca](http://www.smallbusinessbc.ca), where you can access the complete collection of financing programs and services.*

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## ***Business Start-up***

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### **Be Your Own Boss - (SE) Self-Employment Programs**

Funding and Business Planning Programs for Entrepreneurs



#### **SUMMARY:**

The (SE) Self-Employment Program provides unemployed Employment Insurance (EI) eligible individuals with financial support, planning assistance and mentoring while they get their businesses up and running.

**REGION:** Abbotsford, Burnaby, Richmond, Surrey, Vancouver, and North Vancouver

#### **ELIGIBILITY CRITERIA:**

Eligible participants are those who, pursuant to the Employment Insurance Act, are unemployed individuals:

- For whom an unemployment benefit period has been established or has ended within the 36 months prior to the date of requesting assistance; or
- For whom a benefit period that included a maternity or parental claim has been established within the 60 months prior to the date of requesting assistance, after which the individual remained out of the labor market in order to care for a newborn or newly adopted child and is now seeking to re-enter the labor force;
- Other criteria may apply. Some SE Program locations offer a wide range of services for those who are not EI recipients.

#### **DURATION:**

- The maximum duration of support is 52 weeks.
- The maximum duration is 78 weeks for clients with a disability that will affect their ability to make the business sustainable in one year.

#### **FINANCIAL PARAMETERS:**

- Individuals currently on an active EI claim may continue to receive their regular EI benefits until the end of their benefit period, and these may be "topped-up" to a locally determined flat rate.
- Persons no longer receiving EI benefits will have to negotiate a locally determined flat rate.
- EI eligible participants may also be eligible for personal supports, such as assistance for disabilities, transportation, dependant care, etc.

#### **LOCATIONS & HOW TO APPLY:**

There are 7 SE Program locations throughout the Lower mainland. Visit [www.beyourownboss.org](http://www.beyourownboss.org) to determine which program is the one for you, attend an info session and then apply. Application forms are available upon visiting an information session. If you do not live in the Lower Mainland see page 7 for other programs.

#### **CONTACT:**

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##### **For more information contact:**

Susan Chepelsky

Phone: (604) 525 6770

Email: [sue@suestudios.com](mailto:sue@suestudios.com)

Or check each program on [www.beyourownboss.org](http://www.beyourownboss.org)

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For more information visit:  
[www.beyourownboss.org](http://www.beyourownboss.org)

## Canadian Youth Business Foundation (CYBF)

Financial Assistance and Mentorships for Young Entrepreneurs



### **SUMMARY:**

The Canadian Youth Business Foundation (CYBF) aim is to provide assistance to aspiring young entrepreneurs who are between 18-34 and who are most likely to succeed in creating a business and for whom our financial assistance is critical. It is expected that the business will provide full-time employment for yourself and others. If you have a viable business plan, and agree to work with a mentor for the life of your loan, CYBF will consider your application for a loan.

**REGION:** Throughout Canada

### **ELIGIBILITY CRITERIA:**

Entrepreneurs need money - that's no secret. CYBF provides start-up loans up to \$15,000 with the following eligibility requirements:

- Between 18-34 years old;
- Eligible to work in Canada;
- Produces a complete and viable business plan;
- Has been in business, fully operating, for less than 12 months;
- Lives or opens the business in the community which is offering the CYBF program;
- Has some training / experience related to their business idea;
- Agrees to work with mentor for the duration of 2 years;
- Has a business that creates full-time sustainable employment for the applicant; and
- Must hold at least 51% voting share in the business (if a partnership)

### **DURATION:**

Loans are available in 3 and 5 year terms. The Duration of your program and mentorship will be based on the term of loan. For information on CYBF loans & interest rates see the contact info below.

### **LOCATIONS & HOW TO APPLY:**

CYBF hand-matches qualified business mentors with young entrepreneurs to allow knowledge sharing which drives a higher business success rate. CYBF mentors are located throughout BC. To learn more about locating a mentor, interest rates and how to apply call CYBF Toll Free at: 1-800-464-2923 or visit CYBF Online.

### **CONTACT:**

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**Canadian Youth Business Foundation**  
100 Mount Royal Circle SW, Suite 68A  
Calgary, Alberta  
T3E 7P7  
Phone: (403) 265-3228  
Fax: (403) 265-2343  
Toll Free: 1-800-464-2923  
info@cybf.ca

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**(or) Small Business BC**  
Suite 82 – 601 W.Cordova  
Vancouver, BC  
V6B 1G1  
Phone: (604) 775-5525  
Fax: (604) 775-5520  
Toll Free: 1-800-667-2272

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More information visit: [www.cybf.ca](http://www.cybf.ca)  
or call toll free: 1-800-464-2923

## CYBF Canadian Newcomer Entrepreneurship Program

Financial Assistance and Mentorships for Young Immigrants



### **SUMMARY:**

If you are a new immigrant to Canada, between the ages of 18 and 34 years old, and are interested in starting your own business, CYBF can help you get started with their flexible loan program.

CYBF recognizes that young people often face significant barriers to starting their own business and that newcomers to the country sometimes face additional barriers such as language difficulties and Canadian credit history or work experience.

**REGION:** British Columbia

### **ELIGIBILITY CRITERIA:**

CYBF provides start-up loans up to \$15,000 with the following eligibility requirements:

- Between 18-34 years old;
- Be a Permanent Resident and reside full-time in Canada;
- Have been in Canada for 36 months or less;
- Have a Social Insurance Number (SIN) that does not begin with a “9”;
- Produces a complete and viable business plan;
- Lives or opens the business in the community which is offering the CYBF program;
- Agrees to work with mentor for the duration of the loan term (three to five years)

### **DURATION:**

Loans are available in 3 and 5 year terms. The duration of your program and mentorship will be based on the term of loan. For information on CYBF loans & interest rates see the contact info below.

### **WHAT YOU NEED TO APPLY:**

- A bank report from your financial institution confirming the length of time your account has been open, average balances on your deposit, whether you have any credit products and whether any NSF's have been recorded (see [www.cybf.ca](http://www.cybf.ca) for a sample letter);
- Three references from individuals who are Canadian citizens or well-known leaders in your community (see reference forms to use at [www.cybf.ca](http://www.cybf.ca));
- A copy of your Permanent Resident card;
- A business plan with 2-year cash flow projections

Go to [www.cybf.ca](http://www.cybf.ca), visit the “Entrepreneurs” section and click on “Locations” to find a Community Partner (CP) near where you live and to get a CP code to access the CYBF application form.

### **CONTACT:**

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#### **Canadian Youth Business Foundation**

100 Mount Royal Circle SW, Suite 68A

Calgary, Alberta

T3E 7P7

Phone: (403) 265-3228

Fax: (403) 265-2343

Toll Free: 1-800-464-2923

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#### **(or) Small Business BC**

Suite 82 – 601 W.Cordova

Vancouver, BC

V6B 1G1

Phone: (604) 775-5525

Fax: (604) 775-5520

Toll Free: 1-800-667-2272

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More information visit: [www.cybf.ca](http://www.cybf.ca)  
or call toll free: 1-800-464-2923

## CFDC - Self-Employment Programs

Business Planning Programs for Entrepreneurs



### **SUMMARY:**

The Community Futures Development Corporation (CFDC) is the leading provider of business resources (loans, seminars, counseling, business plan consulting and self employment assistance) to rural communities across BC. The CFDC Self-Employment Program provides unemployed Employment Insurance (EI) eligible individuals with financial support, planning assistance and mentoring while they get their businesses up and running.

**REGION:** Over 30 CFDC locations throughout British Columbia.

### **ELIGIBILITY CRITERIA:**

Eligible participants are those who, pursuant to the Employment Insurance Act, are unemployed individuals:

- For whom an unemployment benefit period has been established or has ended within the 36 months prior to the date of requesting assistance; or
- For whom a benefit period that included a maternity or parental claim has been established within the 60 months prior to the date of requesting assistance, after which the individual remained out of the labor market in order to care for a newborn or newly adopted child and is now seeking to re-enter the labor force;
- Other criteria may apply.

### **DURATION:**

- The maximum duration of support is 52 weeks.
- The maximum duration is 78 weeks for clients with a disability that will affect their ability to make the business sustainable in one year.

### **FINANCIAL PARAMETERS:**

- Individuals currently on an active EI claim may continue to receive their regular EI benefits until the end of their benefit period, and these may be "topped-up" to a locally determined flat rate.
- Persons no longer receiving EI benefits will have to negotiate a locally determined flat rate.
- EI eligible participants may also be eligible for personal supports, such as assistance for disabilities, transportation, dependant care, etc.

### **LOCATIONS & HOW TO APPLY:**

There are 90 CFDC locations throughout BC, however not all CFDC's offer an SE Program. Call directly and inquire about their SE Program and apply as instructed.

### **CONTACT:**

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#### **Community Future Development Assoc. of BC**

Provincial Head Office

Suite 1056, 409 Granville Street,

Vancouver, BC

V6C 1T2

Phone: (604) 685-2332

E-mail: [info@communityfutures.ca](mailto:info@communityfutures.ca)

CFDC Website: [www.communityfutures.ca](http://www.communityfutures.ca)

CFDC Locations:

[www.communityfutures.ca/provincial/bc/locations](http://www.communityfutures.ca/provincial/bc/locations)

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More information visit:  
[www.communityfutures.ca](http://www.communityfutures.ca)



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## ***Business Start Up / Development***

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### **Community Futures Program (Loan Program)**

Financing Assistance for Small Businesses



#### **SUMMARY**

Community Futures Development Corporations (CFDCs) take a grassroots approach to community and economic development with the primary focus on job creation in areas outside major urban centers. There are 90 CFDCs across Western Canada. They are non-profit corporations run by volunteer boards of directors, supported by salaried staff. CFDCs deliver a variety of services to small businesses, including advisory services, business training, business resources and financing.

**REGION:** Locations throughout British Columbia.

#### **ELIGIBILITY CRITERIA**

Eligibility is pertinent to each individual location. Contact your nearest Community Futures Development office for information on how you can qualify for Financing. Basic eligibility:

- Located in a rural area of British Columbia
- Operating, or about to operate, in a designated CFDC area
- Contributing to local economic growth
- Seeking financing of up to \$150,000
- \$500,000 financing options are available

#### **DESCRIPTION:**

A wide range of services and financing opportunities are available to small businesses and entrepreneurs through local CFDCs. Types of Financing include: Loans on commercial terms, equity financing, and loan guarantees.

#### **LOCATIONS & HOW TO APPLY:**

Applications are assessed by the CFDC's local volunteer Board of Directors. Training and assistance on preparing business plans are also available at the CFDC offices.

#### **CONTACT:**

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##### **Community Future Development Assoc. of BC**

Suite 1056, 409 Granville Street,

Vancouver, BC

V6C 1T2

Phone: (604) 685-2332

E-mail: [info@communityfutures.ca](mailto:info@communityfutures.ca)

CFDC Website: [www.communityfutures.ca](http://www.communityfutures.ca)

CFDC Locations: [www.communityfutures.ca/provincial/bc/locations](http://www.communityfutures.ca/provincial/bc/locations)

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More information visit: [www.communityfutures.ca](http://www.communityfutures.ca)  
to locate your nearest CDFC location.

## Aboriginal Business Canada (ABC)

Financial & Business Planning support for Aboriginal entrepreneurs



### **SUMMARY:**

If you're an Aboriginal entrepreneur with a viable business opportunity, you may qualify for financial support from Aboriginal Business Canada. Depending on the nature of your project, ABC may be able to provide funding to assist you with a range of activities, including business planning, start-up, expansion and marketing. ABC places emphasis on innovation, trade and market expansion, tourism, youth entrepreneurship development and strengthening Aboriginal financial and business development organizations.

**REGION:** Throughout British Columbia.

### **ELIGIBILITY CRITERIA & DESCRIPTION:**

Before ABC can consider supporting any proposed venture, the entrepreneur or organization applying for support must be able to demonstrate the following:

- Eligibility applicants are individuals of Canadian Indian (on or off-reserve), Métis, or Inuit heritage. Aboriginal business and financial organizations, as well as development corporations, are also eligible for contributions.
- Generally, this means a minimum of 15 percent cash equity to invest in the costs considered eligible for ABC support. Youth entrepreneurs must have at least 10 percent cash equity to invest.
- ABC will assess the training, skills and experience of the entrepreneur, and the track record of an existing business.
- Key viability factors (financing, marketing plans, management and operational capacity) must be outlined at this stage.

Each proposal and request for financial support is assessed on its own viability and merits. This takes into account need, the scope of the project, and other sources of financing available. A balanced financial package, involving debt financing from other sources, as well as a minimum level of your own equity is required.

### **LOCATIONS & HOW TO APPLY:**

To learn more about ABC please visit the webpage or contact Service Canada toll free at the number below.

### **CONTACT:**

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#### **Aboriginal Business Canada**

1138 Melville Street, 8th Floor

Vancouver BC, V6E 4S3

Telephone: (604) 666-3871 (9:00 to 5:00)

Fax: (604) 666-0238

Web: <http://www.ainc-inac.gc.ca/ecd/ab/abc/index-eng.asp>

Toll Free: 1.800 O-Canada (1.800.622.6232)

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More information visit: <http://www.ainc-inac.gc.ca/ecd/ab/abc/index-eng.asp>  
or call toll free: 1.800 O-Canada (1.800.622.6232)

## First Citizens Fund – Ministry of Aboriginal Relations and Reconciliation



Financial support for Aboriginal entrepreneurs

### **SUMMARY:**

The First Citizens Fund, a fund with a net value of \$72 million, is available for cultural, educational and economic development for Aboriginal people in British Columbia. All programs and services are managed and delivered in partnership with British Columbia Aboriginal organizations.

**REGION:** Throughout British Columbia.

### **ELIGIBILITY CRITERIA & DESCRIPTION:**

- You are an individual of North American aboriginal ancestry (status, non-status, Métis and Inuit) who lives in British Columbia.
- Your business or organization is at least 51 percent owned and operated by North American aboriginal people living in British Columbia.
- You submit a detailed, workable business plan that fully explains your business proposal.
- Your business plan shows that your proposed business can lead to permanent employment opportunities.
- Your head office and main business operation is in British Columbia.
- You meet equity and security requirements as defined by the Aboriginal Capital Corporation to which you are applying.
- You have not already received your “Lifetime Maximum Amount” of \$76,125 which is the total maximum amount in Program Loans that a Borrower is eligible to receive under the Loan Program.

### **FINANCIAL PARAMETERS**

Approved business loans will include a borrower's fee that equals one and a half percent (1.50%) of the total loan amount. The lifetime maximum program loan amount is \$76,125.00, which includes a borrower's fee of \$1,125.00.

### **LOCATIONS & HOW TO APPLY:**

To learn more about the fund please [visit the website](#) or contact All Nations Trust Company or [one of the other lenders](#) for application information and answers to other questions about the First Citizens Fund business loan program

### **CONTACT:**

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**All Nations Trust Company**  
208 – 345 Yellowhead Highway  
Kamloops BC, V2H1H1  
Telephone: (250) 828- 9770  
Fax: (250) 372-2585  
Website: [www.antco.bc.ca/](http://www.antco.bc.ca/)  
Toll Free: 1-800- 663-2959

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More information visit: <http://www.gov.bc.ca/arr/economic/fcf/default.html>

## Building Opportunities with Business Loan Program



Building Opportunities  
with Business

### SUMMARY

The Building Opportunities with Business (BOB) Loan Program seeks to increase the availability of loan capital for establishing, expanding, modernizing and improving small and medium-sized businesses in Vancouver's inner-city, including the downtown eastside (DTES) neighborhood. It does this by encouraging partner financial institutions to make their services available to businesses that are providing community benefits such as employment to local residents, procurement from local business and growth and/or diversification of the business environment in the DTES and inner-city.

### APPLICABLE REGION:

Vancouver's Inner-city including between Clark St. (eastern boundary), Richards St. (approximate western boundary), Broadway (approximate southern boundary) and the waterfront to the north.

### ELIGIBILITY CRITERIA:

Businesses starting up or operating in Vancouver's inner-city are eligible for the BOB Loan or Loan Guarantee if the following conditions are met:

- Business illustrates current market viability including customer contracts, track record of sales and profitability of financial results and/or funding in place for Social Enterprises.
- Business is in good standing including –Business Number/Registered Society or Charity, Better Business Bureau rating (if applicable) and 2 references.
- Management Team has required industry and business expertise and has made a financial and time commitment to the Project being considered for funding.
- All Industries will be considered that contribute positively to the Inner-city community.
- Loan Funds from the Program must be used to develop or diversify the economy by:
  - I. Assisting in the creation of new businesses, or
  - II. In the stabilization or expansion of existing businesses.
- Sole proprietorships, partnerships and incorporated companies and businesses owned and operated by non-profit organizations all qualify;
- The business is committed to providing community benefits within the inner-city, this could include:
  - I. Employment or training opportunities for local residents; and/or
  - II. Responsible business development that results in the provision of essential or affordable products or services to residents or local businesses; and/ or
  - III. Procurement of significant services from other inner-city businesses; and/or
  - IV. Social enterprises whose profits help fund the delivery of programs that directly benefit the downtown eastside.

### FINANCIAL PARAMETERS

The maximum amount a small business can access from the BOB Loan Program is \$125,000. Yet, BOB actively seeks financial partners to leverage this amount. Thus, loan arrangements for significantly more are possible. Interest rates and other terms of the loans available are especially flexible and designed to ensure that all viable businesses have access to capital. Assistance to businesses can be provided from the BOB Loan Program in the form of loans, loan guarantee or equity participation. The interest rate charged will not be less than prime rate. Payments may be adapted to a borrower's needs (i.e. blended, seasonal or escalating).

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**HOW TO APPLY**

Application includes providing the following information:

- **Project Details.** Please provide information about the financing required. This should include: use of proceeds (equipment, inventory, construction, working capital, etc), sources of funding, collateral available, and social and/or environmental impact.
- **History of the Business.** Please provide an explanation of your business and its history. This should include information about: the nature of your business, the products you offer, your present customer base, your key customers, your major competitors, major past accomplishments, plans for growth / expansion, and how this loan will benefit your company.
- **Personal Financial Statement.** A form is available and to be completed by each individual business owner or each married couple holding an ownership position in the company.
- **Applicant's business financial statements for past three years.** Please provide copies of your business' income statements and balance sheets for the prior three fiscal years and an interim financial statement current within 90 days of the application.
- **12 month cash flow projections.** A template form is available or provide a computer spreadsheet. The cash flow should give an idea of the money flowing in and out of your business, including the use of funds you are applying for. This will help us to understand the need for financing and the business's ability to repay.
- **Management resume(s).** Please provide resumes on all company principals.

**CONTACT:**

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**Building Opportunities with Business**

Contact: Brian Smith, Business and Social Enterprise Developer

Telephone: (778) 328 7668

Email: [brian.smith@bobics.org](mailto:brian.smith@bobics.org)

325 Main Street,

Vancouver, BC

Web: [www.buildingopportunities.org](http://www.buildingopportunities.org)

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More information visit: [www.buildingopportunities.org](http://www.buildingopportunities.org)

## Entrepreneurs with Disabilities Program

Financial & Business Planning assistance for entrepreneurs with disabilities



### SUMMARY

The Community Future Development Corporation, Coast Capital Savings and Vancity offer an *Entrepreneurs with Disabilities Program* (EDP) that is designed to help western Canadians with disabilities gain access to business information, training and development, mentoring and financial assistance in their pursuit of self-employment.

**REGION:** Throughout British Columbia.

### ELIGIBILITY CRITERIA

The Entrepreneurs with Disabilities Program has been designed to benefit Western Canadians who have a disability that impairs their ability to perform at least one of the basic activities of self-employment or entrepreneurship. Entrepreneurs meeting the following basic criteria may be considered for support:

- have been unsuccessful in acquiring funding for business from other sources;
- are restricted in the ability to perform at least one of the basic activities of entrepreneurship or self-employment;
- are disabled due to physical or mental impairment;
- have a viable business plan and are a new or current small business owner with a disability;
- reside in Western Canada.

### LOAN CAN BE USED FOR

The program provides entrepreneurs with disabilities who are unable to obtain financing from a traditional financial institution access to business loans. The loan terms are flexible and tailored to meet your needs. The types of projects supported by this program include:

- starting or expanding a business;
- purchasing and applying new technology;
- upgrading facilities and equipment;
- developing marketing and promotions materials; and
- establishing working capital for anticipated sales increases.

### LOCATIONS & HOW TO APPLY:

If you are located in a community outside of the Greater Vancouver and Victoria area, contact your local Community Futures Office (over 30 across BC). If you are located within the Greater Vancouver and Victoria area contact your local Coast Capital Savings or VanCity branch.

### CONTACT:

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**Community Future Development Assoc. of BC**  
 Provincial Head Office (For rural communities only)  
 Mon-Sat, 9am-4pm  
 Phone: (604) 685-2332  
 E-mail: [info@communityfutures.ca](mailto:info@communityfutures.ca)  
 CFDC Website: [www.communityfutures.ca](http://www.communityfutures.ca)  
 CFDC Locations:  
[www.communityfutures.ca/provincial/bc/locations](http://www.communityfutures.ca/provincial/bc/locations)

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**Coast Capital Savings (Greater Vancouver & Victoria)**  
 Community Lending  
 Phone: (604) 517-7637  
 Email: [sheila.murray@coastcapitalsavings.com](mailto:sheila.murray@coastcapitalsavings.com)  
[www.coastcapitalsavings.com](http://www.coastcapitalsavings.com)

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**VanCity Credit Union (Greater Vancouver & Victoria)**  
 ABLED Program Manager  
 Phone: (604) 709-6965  
 Email: [abled@vancity.com](mailto:abled@vancity.com)

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More information contact your local  
 Community Futures, Coast Capital Savings or VanCity Office

## Canada Small Business Financing Program (CSBF)

Financing Assistance for Small Businesses

CANADA SMALL BUSINESS  
FINANCING PROGRAM

### SUMMARY:

The CSBF Program is one of the federal government's most important programs to help small and medium-sized enterprises (SMEs) access financing. Developed under the Canada Small Business Financing Act, The CSBF Program can assist businesses in obtaining term loans of up to \$500 000 to help finance fixed asset needs. CSBF loans can be obtained through all major private sector lenders (chartered banks, credit unions, and trust insurance companies).

**REGION:** Throughout Canada.

### ELIGIBILITY CRITERIA:

- Business carried in Canada;
- Its purpose is for gain or profit, and
- For an existing business: the estimated gross annual revenues generated from all the operations within the small business of the borrower must not exceed \$5,000,000 for the business' fiscal year during which the CSBF loan is approved, or
- For a new business: the estimated annual gross revenues generated from all the operations within the small business of the borrower must not be expected, at the time the CSBF loan is approved, to exceed \$5,000,000 during the first 52 weeks of operation.

### DESCRIPTION:

Loan proceeds may be used to finance:

- The purchase or improvement of real property or immovables;
- The purchase of leasehold improvements or improvements to leased property;
- The purchase or improvement of new or used equipment necessary for the operation of the business;
- The one time registry fee equal to 2% of the amount loaned, provided that the individual borrower's loan maximum of \$500 000 in total is not exceeded.

#### **Are there borrowing limits?**

- Lenders are obligated to take security in the assets financed. When financing leasehold improvements or computer software, the lender may take security in other business assets. The lender may take personal guarantees or surety ships not exceeding, in aggregate, 25% of the original amount of the loan. These guarantees or surety ships cannot be secured with personal assets.

### LOCATIONS & HOW TO APPLY:

Application for a loan under the Canada Small Business Financing Program may be made at any bank, credit union, or other financial institution. Lenders are responsible for all credit decisions, making the loans, providing loan funds, and registering the loans with Industry Canada. Lenders are also responsible for the administration of loans.

### CONTACT:

---

#### **Canadian Small Business Financing Program**

Industry Canada  
C.D. Howe Building  
235 Queen Street, 8th Floor East  
Ottawa, Ontario, K1A 0H5

Tel.: (613) 954-5540  
Fax: (613) 952-0290  
Toll free: 1-866-959-1699

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More information visit: <http://www.ic.gc.ca/eic/site/csbfp-pfpec.nsf/eng/home>

## **BDC: Co-Vision Start-up Financing Program**

Financial Assistance for Small Businesses



### **SUMMARY:**

This Program offers customized term financing up to \$150,000 for new businesses demonstrating long-term viability. If requested, BDC can also provide personalized management support. Co-Vision cannot be used for starting a retail business.

**REGION:** Bank locations throughout British Columbia.

### **ELIGIBILITY CRITERIA:**

- Are in the start-up or early growth phase (first 12 months of sales);
- Can demonstrate realistic market and sales potential;
- Possess experience or expertise in their chosen field;
- Demonstrate key personal characteristics of a successful entrepreneur;
- Have assembled a competent management team;
- Have invested reasonable financial resources in the enterprise;
- Can provide personal and credit references.

### **POSSIBLE USES:**

It can be used to finance various types of projects such as:

- Working capital: to supplement an existing line of credit;
- Acquiring fixed assets;
- Marketing / Start-up Fees;
- Buying a franchise.

### **ADVANTAGES OF DOING BUSINESS WITH THE BDC:**

BDC's start-up financing provides a total solution for small businesses. Depending on your situation, BDC may be able to offer:

- Up to \$150,000 in financing;
- Possibility to prepay up to 15% of your balance per year;
- Progressive or seasonal repayment options tailored to your business' cash flow;
- Your choice of floating or fixed interest rates;
- Guaranteed term: financing cannot be recalled without due cause;
- Possibility of deferred capital payment;
- Fast-track, no penalty repayment options up to 15% of remaining balance per year.

### **LOCATIONS & HOW TO APPLY:**

Applications are assessed by individual BDC bank locations. Please visit the website or call to learn more about the application process.

### **CONTACT:**

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#### **Business Development Bank of Canada**

Suite 200, One Bentall Center

P.O. Box 6- 505 Burrard Street

Vancouver, BC, V7X 1M3

Toll-free number: 1-877-232- 2269

Fax: (604) 666-7650

Website: [www.bdc.ca](http://www.bdc.ca)

BDC Locations nearest you: [www.bdc.ca/en/branches/british\\_columbia/default.htm](http://www.bdc.ca/en/branches/british_columbia/default.htm)

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## Agricultural Loans, Programs & Assistance

Financing, Marketing & Relief programs for Agricultural businesses

### SUMMARY

Below is a list of programs delivered from the *Ministry of Agriculture and Land (Provincial)*, the *Ministry of Agriculture and Agri-foods Canada (Federal)* and the *Investment Agriculture Foundation of BC (non-for-profit)* which may be of help to your agricultural business.

**REGION:** Throughout British Columbia.

### ELIGIBILITY & APPLICATION CRITERIA

Each program has specific eligibility & application criteria. Please follow the links below or call the individual organizations or Ministries to learn more about eligibility and how to apply.

### PROGRAMS:

#### **Orchard Renovation Program – New: BC Fruit Growers Association**

The BC Fruit Growers Association offers several programs to support fruit growers in BC. For more information about their programs, visit their website: <http://www.bcfga.com/index.php>

#### **Advancing Canadian Agriculture and Agri-Food program – Investment Agriculture Foundation of BC**

The Investment Agriculture Foundation of British Columbia is a non profit organization that invests federal and provincial funds to help the agri-food industry adapt to change. For complete details on programs available, visit the website link at: <http://www.iafbc.ca/index.htm>

#### **Crop Insurance Program – Ministry of Agriculture and Lands**

Crop insurance offers financial protection against crop losses due to uncontrollable weather. For complete details on this program, visit the website link at: [http://www.al.gov.bc.ca/production\\_insurance/](http://www.al.gov.bc.ca/production_insurance/)

#### **BC Feeder Associations Loan Guarantee Program – Ministry of Agriculture and Lands**

The Bred Heifer Program allows farmers to start a cow herd or increase an existing herd under an expanded provincial feeder associations programs. For complete program details, visit the website link at: <http://www.agf.gov.bc.ca/finance/loanguarantee.htm>

#### **AgriStability & AgriInvest (Former Canadian Agricultural Income Stabilization Program) – Ministry of Agriculture and Agro-foods Canada**

**AgriStability Program:** AgriStability, together with AgriInvest, replaces the coverage previously provided under the Canadian Agricultural Income Stabilization (CAIS) program. You receive an AgriStability payment when your current year program margin falls below 85% of your reference margin. For more information please visit: <http://www4.agr.gc.ca/AAFC-AAC/display-afficher.do?id=1200508680358> or call 1-866-367-8506.

**AgriInvest:** AgriInvest accounts help producers protect their margin from small declines. AgriInvest replaces the coverage for margin declines of less than 15%. For more information, visit the following website: <http://www4.agr.gc.ca/AAFC-AAC/display-afficher.do?id=1200410437197&lang=e> or call 1-866-367-8506.

### CONTACT:

#### **Ministry of Agriculture & Land**

808 Douglas Street,  
Victoria, BC, V8W 9B4  
Telephone: (250) 387-5121  
Web Address:  
[www.gov.bc.ca/al](http://www.gov.bc.ca/al)

#### **Ministry of Agriculture & Agri-Food Canada**

Sir John Carling Building  
930 Carling Ave  
Ottawa, Ontario, K1A 0C7  
Telephone: (613) 759-1000  
Fax: (613) 759-7977  
Web Address: [www.agr.gc.ca](http://www.agr.gc.ca)  
Or call: 1-866-367-8506  
For more information on programs

#### **Investment Agriculture Foundation of BC**

3rd Flr, 808 Douglas St  
Victoria, BC, V8W 2Z7  
Phone (250) 356-1662  
Fax (250) 953-5162  
Email [info@iafbc.ca](mailto:info@iafbc.ca)  
Web Address: [www.iafbc.ca](http://www.iafbc.ca)

## Farm Improvement and Marketing Cooperatives Loans Act Program

Business Development program for Agricultural businesses

### **SUMMARY:**

The Farm Improvement and Marketing Cooperatives Loans Act (FIMCLA) program is designed to increase the availability of loans for improvement and development of farms and the processing, distribution or marketing of farm products by co-operative associations.

**REGION:** Throughout Canada.

### **ELIGIBILITY CRITERIA:**

FIMCLA applicants must be actively engaged in farming in Canada, and must match one of the following categories:

An individual, a partnership, a corporation, a co-operative association.

Further, the borrower must:

1. Meet the definitions of '[Farmer](#)' and '[Farming](#)';
2. Be using the loan for an [eligible purpose](#) under the program.
3. Own/lease farm land that is currently being farmed by the borrower, in Canada.

### **HOW IT WORKS**

For individual applicants, including corporations, the maximum amount for a FIMCLA loan is \$500,000.

The maximum term for most loans is 10 years; for loans on land purchases, 15 years.

For co-operatives associations, the maximum is \$3-million for the purpose of processing, distribution or marketing the products of farming on a co-operative basis. Each member or shareholder of the co-operative must be a farmer.

Under the Act, the Minister of Agriculture and Agri-Food is liable to pay to a lender 95 percent of a loss sustained as a result of a loan made, provided that the requirements of the Act and the Regulations have been met. The Regulations state the procedures to be followed and conditions to be met in the granting and administering of loans, as well as submission and substantiation of claims for loss for loans issued under FIMCLA. Lenders are expected to take the same care in making FIMCLA loans as would be taken in conducting ordinary business. The program has been designed to enable lenders to incorporate its administration into their normal routine of business while providing government guaranteed loans to farmers and farm co-operatives.

### **LOCATIONS & HOW TO APPLY:**

The application must be made to a lending institution authorized to make loans under the provision of FIMCLA authorized institutions are Chartered banks, Credit unions, Trust companies, Loan companies, Insurance companies. Follow the link to locate a lender:

<http://www4.agr.gc.ca/AAFC-AAC/display-afficher.do?id=1177620076926&lang=eng>

### **CONTACT:**

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#### **Public Information Request Services - Agriculture and Agri-Food Canada**

Sir John Carling Building  
930 Carling Ave, Ottawa, Ontario  
Telephone: (613) 759-1000  
Fax: (613) 759-7977  
Or Email: [fgp-pgf@agr.gc.ca](mailto:fgp-pgf@agr.gc.ca)  
Toll Free 1-888-346-2511

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For FIMCLA finance locations visit:  
[www.agr.gc.ca/index\\_e.php?s1=prog&s2=fimcla](http://www.agr.gc.ca/index_e.php?s1=prog&s2=fimcla)  
or call your local financial provider for more information.

## VanCity – Be My Own Boss program (Micro credit loan)



Financial Assistance for Small Businesses

### **SUMMARY:**

The microloan program is a joint initiative between Vancity and Western Economic Diversification; it fills the gap between traditional bank lending and the availability of venture capital for small business by providing small business loans to new entrepreneurs.

**REGION:** BC Lower Mainland, Fraser Valley and Victoria Area

### **ELIGIBILITY CRITERIA:**

- Owners/applicants must be Canadian Citizens or Landed Immigrants;
- The owner/applicant has been operating or is about to operate a business in the described areas in BC;
- The owner/applicant is enrolled in, or is a graduate of, a self-employment business program or similar pre-entrepreneurial program;
- You must have a complete business plan, including financial projections;
- Appropriate management and industry experience must be demonstrated;
- Good credit rating, including a manageable debt load and evidence of responsible money management are required.

### **DESCRIPTION:**

The loan terms are designed to be flexible to help maintain adequate cash flow throughout the year. Individual loans are subject to the following terms:

- Up to 5 years for repayment;
- Loans can range to a maximum of \$35,000 for start-up businesses;
- Additional loans up to \$70,000 for businesses that are showing promise.
- Principal payments may be postponed once a year;
- Interest rates are set at VanCity's Prime Rate\* plus a risk premium of 4%;
- VanCity to make final decisions on all loan approvals.

**\*The VanCity Prime Rate fluctuates with market interest rates.**

### **LOCATIONS & HOW TO APPLY:**

Information needed to apply for Be My Own Boss:

- A business plan, to show us you know your business;
- A copy/documentation of completion or current enrolment in a Self employment/entrepreneur program;
- A resume, outlining your qualifications and experience;
- If the business is already operating, financial statements for the previous months or years of operation;
- Two written character references; and
- Documentation showing you have invested in your business 10% of the amount you want to borrow.

### **CONTACT:**

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#### **Vancity Credit Union**

Vancouver Phone: (604) 877-7000

Toll free Canada/USA: 1-888-VANCITY

Web Address: [www.vancity.com](http://www.vancity.com)

#### **Application Guide on the Internet:**

[Be My Own Boss loan application](#)

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## Coast Capital Savings - Microcredit Loans

Financial Assistance for Small Businesses



### **SUMMARY:**

Got a big idea that needs a little money? Coast Capital's Little Loans for Big Ideas™ program helps individuals and businesses that may not meet standard lending criteria, but have a viable business plan.

**REGION:** BC Lower Mainland, Fraser Valley and Capital Victoria Area

### **ELIGIBILITY CRITERIA:**

- Applicant should be a graduate of or be enrolled in a Self Employment Assistance (SEA) program or has equivalent business training;
- Is a member of Coast Capital Savings;
- Will have Proof of community/personal network support (at least 2 letters of reference, along with pertinent business information);
- Have a financially viable business plan;
- Demonstrate proof of their own contribution to business (financial or in-kind);
- Seeking a loan of up to \$35,000.

### **DESCRIPTION:**

Micro Loans can be used to: start-up or expand a business, purchase or upgrade new technology, upgrade facilities and equipment, develop marketing and promotional materials, and establish working capital for anticipated sales increases.

### **LOCATIONS & HOW TO APPLY:**

Applications are assessed by the contacts listed below. For any other questions, please visit Coast Capital Savings' website or call one of the contacts.

### **CONTACT:**

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**Coast Capital Savings (Greater Vancouver)**  
Community Lending  
Phone: (604) 517-7637  
Email: [sheila.murray@coastcapitalsavings.com](mailto:sheila.murray@coastcapitalsavings.com)  
Website: [www.coastcapitalsavings.com](http://www.coastcapitalsavings.com)

**Coast Capital Savings (Greater Victoria)**  
Community Lending  
Phone: (250) 483.8773  
Email: [andrea.archer@coastcapitalsavings.com](mailto:andrea.archer@coastcapitalsavings.com)  
Website: [www.coastcapitalsavings.com](http://www.coastcapitalsavings.com)

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More information online:  
[www.coastcapitalsavings.com](http://www.coastcapitalsavings.com)

## Coast Capital Savings - Social Enterprise Loan

Financial Assistance for Small Businesses



### **SUMMARY:**

Got a big idea that needs a little money? Coast Capitals Little Loans for Big Ideas™ program helps individuals and businesses that may not meet standard lending criteria, but have a viable business plan. The Social Enterprise loans are offered to businesses formed by individuals or organizations who achieve social goals while running their business.

**REGION:** BC Lower Mainland, Fraser Valley and Capital Victoria Area

### **ELIGIBILITY CRITERIA:**

- Own an existing business;
- Have a business plan which demonstrates benefits to the community’s social or environmental well-being;
- Are a member of Coast Capital Savings;
- Demonstrate proof of community support;
- Demonstrate proof of their own contribution to the business (financial or in-kind);
- Seeking a loan of up to \$150,000.

### **LOCATIONS & HOW TO APPLY:**

Applications are assessed by the contacts listed below. For any other questions, please visit Coast Capital Savings’ website or call one of the contacts.

### **CONTACT:**

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**Coast Capital Savings (Greater Vancouver)**  
 Community Lending  
 Phone: (604) 517-7637  
 Email: [sheila.murray@coastcapitalsavings.com](mailto:sheila.murray@coastcapitalsavings.com)  
 Website: [www.coastcapitalsavings.com](http://www.coastcapitalsavings.com)

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**Coast Capital Savings (Greater Victoria)**  
 Community Lending  
 Phone: (250) 483.8773  
 Email: [andrea.archer@coastcapitalsavings.com](mailto:andrea.archer@coastcapitalsavings.com)  
 Website: [www.coastcapitalsavings.com](http://www.coastcapitalsavings.com)

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More information online:  
[www.coastcapitalsavings.com](http://www.coastcapitalsavings.com)

## Women's Enterprise Centre - Financing Program

Financial Assistance and Business Development for entrepreneurs



### SUMMARY:

The Women's Enterprise Centre is a provincial, non-profit organization that assists women who are starting, purchasing or growing a business. Services include financing, mentoring, training as well as free resource information and referral.

**REGION:** Throughout British Columbia.

### ELIGIBILITY CRITERIA:

Women's Enterprise Centre services are available to all women entrepreneurs and potential entrepreneurs in British Columbia.

- Business must be located in British Columbia and at least 51 percent owned and controlled by a woman or women;
- Applicant must be a Canadian citizen or landed immigrant;
- Applicants are required to submit a loan application, 2 copies of a comprehensive business plan and \$75 non-refundable application fee;
- Applicants are required to provide a minimum 30 percent security and 25 percent equity.

### DESCRIPTION:

The Women's Enterprise Centre is part of the pan-western Women's Enterprise Initiative developed, funded and coordinated by Western Economic Diversification Canada.

Women's Enterprise Centre administers a \$5 million loan fund for female controlled businesses. Lending decisions are based primarily on an applicant's ability to clearly demonstrate that the business she wishes to start, purchase or grow is viable. Loans can be a maximum of \$150 000. Counseling and mentoring services are also available.

### LOCATIONS & HOW TO APPLY:

Information needed to apply for:

- A business plan, to show us you know your business;
- A resume, outlining your qualifications and experience;
- If the business is already operating, financial statements for the previous months or years of operation;
- Documentation showing you have invested in your business.

### CONTACT:

Head Office: Kelowna	Vancouver	Victoria
201-1726 Dolphin Ave. Kelowna, BC, V1Y 9R9 Toll Free: 1.800.643.7014 Local: 250.868.3454 Fax: (250) 868.2709	82 - 601 W.Cordova St. Vancouver, BC V6B 1G1 Toll Free: 1.800.643.7014 Fax: (250) 868.2709	G7 Sussex, 1001 Douglas St. Victoria, BC V8W 2C5 Toll Free: 1.800.643.7014 Fax: (250) 868.2709

More information online:  
[www.womensenterprise.ca](http://www.womensenterprise.ca)  
 or contact Toll Free 1-800-643-7014

## Opportunities Fund for Persons with Disabilities

Financial Assistance for entrepreneurs with disabilities



### **SUMMARY:**

The **Opportunities Fund for Persons with Disabilities** finances projects that aims to help persons with disabilities in preparing for and obtaining employment or self-employment, as well as in developing the skills to maintain that new employment. Administered by HRSDC

- helping individuals start their own business;
- assisting individuals to increase their employment skill level;
- helping individuals to integrate into the workplace through services tailored to meet their special needs; encouraging employers to provide individuals with work opportunities and experience

**REGION:** Throughout Canada.

### **ELIGIBILITY CRITERIA:**

**To be eligible as a participant, an individual must:**

- Self-identify as having a disability;
- Be unemployed; (or working less than 20 hours per week);
- Be legally entitled to work in Canada;
- NOT be currently eligible for federal employment programs offered under Part II of the *Employment Insurance Act* (or similar provincial or territorial programs);

### **DESCRIPTION:**

- Funding may be provided to cover costs such as participant wages or related employer costs;
- Funding may be provided to cover overhead costs related to planning, organizing, operating, delivering and evaluating approved activities, including costs such as staff wages and employment related costs. Eligible expenses will be negotiated with program officials.
- Projects may be approved for a period of up to 52 weeks, but may be extended to a total of 78 weeks.

### **LOCATIONS & HOW TO APPLY:**

Organizations that wish to submit a project proposal and individuals interested in participating in the projects should contact their local **Service Canada Centre** to obtain an application kit. [Click here](#) to find a Canada Service Centre nearest you. Non-profits organizations and non-government interested in applying must fill out an application

### **CONTACT:**

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#### **HRSDC**

Fraser Street Service Canada Centre  
4242 Fraser Street  
Vancouver, BC,  
8:30am – 4:00pm

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More information visit:  
<http://www.hrsdc.gc.ca/eng/home.shtml>  
or contact Toll Free 1-800-O-Canada.

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## ***Business Development / Existing Businesses***

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### **BDC: Innovation Financing**

Financial Assistance for entrepreneurs



#### **SUMMARY**

The Business Development Bank of Canada (BDC) has created Innovation Financing (up to \$250 000) to help innovative businesses position themselves to take advantage of new markets and new technologies available to today's global players. This financing will help businesses adapt to ever-changing rules, develop new practices, and invent new products to improve their chances of success.

**REGION:** Throughout Canada.

#### **ELEGIBILITY CRITERIA**

The BDC considers each request case by case.

#### **DESCRIPTION**

##### **Possible uses**

- Boost sales by increasing support for inventory and receivables or by reducing trade payables;
- Provide working capital needed to develop new markets and products;
- Pay research and development (R & D) costs associated with introducing these new products or services;
- Finance development of e-commerce initiatives, such as Internet sites, intranet or extranet;
- Implement a marketing plan or growth strategy;
- Explore new export markets;
- Adopt quality management standards, such as ISO certifications, QS 9000 and HACCP.

#### **FEATURES**

- Financing up to \$250 000 when combined with other financing options;
- Flexible repayment terms are tailored to your business cash-flow and allow prepayments of up to 15 % of your balance per year;
- Stepped and seasonal payments considered;
- Personalized consulting from BDC Consulting Group.

#### **LOCATIONS & HOW TO APPLY:**

Applications are assessed by individual BDC bank locations. Please visit the website or call to learn more about the application process.

#### **CONTACT:**

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##### **Business Development Bank of Canada**

Toll-free: 1 888 BDC BANX (232 – 2269)

Telephone (Vancouver Branch): (604) 666-7850

Fax: 1-877-329-9232

BDC Website: [www.bdc.ca](http://www.bdc.ca)

BDC Locations nearest you: [www.bdc.ca/en/branches/british-columbia/default.htm](http://www.bdc.ca/en/branches/british-columbia/default.htm)

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More information visit: [www.bdc.ca](http://www.bdc.ca)  
to locate your nearest BDC bank location.



## **BDC: Term Loans**

Financial Assistance for entrepreneurs



### **SUMMARY**

BDC offers flexible term loans for a variety of commercially viable projects, including expansion projects, plant overhauls, the purchase of existing businesses and the acquisition of fixed assets. In some cases, the loan may be used to reconstitute working capital depleted by capital expenditures or to finance sales growth.

**REGION:** Throughout Canada.

### **ELIGIBILITY CRITERIA**

The BDC considers each request case by case.

### **DESCRIPTION**

#### **Possible uses**

- Acquiring fixed assets;
- Upgrading or expanding facilities;
- Acquiring an existing business;
- Replenishing working capital.

### **FEATURES**

- Flexible repayment methods (equal, graduated monthly or seasonal payments) to accommodate cash flow fluctuations.
- Unlike a demand loan it has a guaranteed term and cannot be recalled without due cause.
- Floating or fixed interest rates for up to twenty years.

### **CONTACT:**

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#### **Business Development Bank of Canada**

Toll-free: 1 888 BDC BANX

Telephone (Vancouver Branch): (604) 666-7850

Fax: 1-877-329-9232

BDC Website: [www.bdc.ca](http://www.bdc.ca)

BDC Locations nearest you: [www.bdc.ca/en/branches/british-columbia/default.htm](http://www.bdc.ca/en/branches/british-columbia/default.htm)

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More information visit: [www.bdc.ca](http://www.bdc.ca)  
and locate your nearest BDC bank location.

## **BDC: Market Expansion Financing**

Financial Assistance for entrepreneurs



### **SUMMARY**

BDC offers up to \$50,000 in long term financing for projects such as refining your marketing efforts, developing business overseas or developing local or international partnerships and distribution networks.

**REGION:** Throughout Canada.

### **ELIGIBILITY CRITERIA**

The BDC considers each request case by case.

### **DESCRIPTION**

#### **Possible uses**

- Participate in trade shows and conduct business development overseas;
- Develop local or international contacts and distribution networks;
- Develop export plans;
- Develop e-commerce;
- Produce and implement a marketing plan;
- Purchase additional inventory to expand and export to new markets;

### **FEATURES**

- BDC offers loans of up to \$50,000;
- BDC can re-advance any repaid portion of the loan starting at a minimum of \$10,000 (conditions apply);
- Maximum amortization period of 8 years including the possibility to defer principle payments for the first 12 months of the loan;
- Prepayment privilege up to 100% of the balance without penalty at any time during the term of the loan;
- Seasonal or semi-annual payments;
- Maximum study fees of \$250.

### **CONTACT:**

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#### **Business Development Bank of Canada**

Toll-free: 1 888 BDC BANX

Telephone (Vancouver Branch): (604) 666-7850

Fax: 1-877-329-9232

BDC Website: [www.bdc.ca](http://www.bdc.ca)

BDC Locations nearest you: [www.bdc.ca/en/branches/british-columbia/default.htm](http://www.bdc.ca/en/branches/british-columbia/default.htm)

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More information visit: [www.bdc.ca](http://www.bdc.ca)  
to locate your nearest BDC bank location.

## Invest British Columbia & The Ministry of Economic Development

Resources for Companies Looking to Locate or Expand in BC's Market



### **SUMMARY:**

Invest British Columbia is an online investment resource, provided by the Ministry of Economic Development, which helps supply key market demographic information (population, economy, business sectors, recreation, education, climate) to those looking to expand or locate in BC. Market demographic information is provided on both Provincial and Municipal levels.

The Ministry of Economic Development offers a wide variety of specialized services to help companies make the right investment choice. Economic Development services are offered at both provincial and municipal levels with services varying depending on the municipality.

**REGION:** Throughout British Columbia.

### **ELIGIBILITY CRITERIA:**

- Invest BC's resources are open to the public and can be accessed at: [www.investbc.com](http://www.investbc.com).
- Contact the Ministry of Economic Development or your local municipal Economic Development Commission for further information on eligibility and services.

### **ECONOMIC DEVELOPMENT SERVICES (Varying per city):**

- Customized site-location reports, providing in-depth analysis of local labour markets; business costs and taxation; sites, facilities and infrastructure capacity; training, research and supplier capabilities... and more
- Confidential financial projections for your project, comparing the rate-of-return on investment in British Columbia and competing locations
- Face-to-face and Web-hosted introductory briefings
- Hosted familiarization tours, including visits to candidate sites, facilities and communities
- Facilitated meetings with local providers of tax, real estate, legal, utilities and other services, and with relevant government permitting agencies.

### **LOCATIONS & HOW TO APPLY:**

For more information about investing in British Columbia, contact Invest BC by phone, fax or regular mail:

### **CONTACT:**

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**Canadian Invest British Columbia  
Ministry of Economic Development**  
999 Canada Place, Suite 730  
Vancouver, British Columbia  
Canada, V6C 3E1  
Fax: (604) 775-2070  
Phone: Michael Track (604) 775-2202 or  
Karen Lam (604) 775-2188

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More information visit:  
[www.investbc.com](http://www.investbc.com)

## Investment Capital Programs

Financial Assistance Programs for Small Business Owners



### **SUMMARY:**

There are many challenges to owning a small business. Among them, access to capital. The ability to raise capital can determine the success of getting a good idea off the ground. It can also determine the ability to attract and retain good employees, to expand, and to compete in the global marketplace.

This government recognizes the primary role of small business in diversifying the economy and in creating new job opportunities. The Ministry of Economic Development offers three key programs to help small business gain access to capital. These programs offer tax credits to investors so that small businesses may continue to lead the economic future of British Columbia.

**REGION:** British Columbia.

### **ELIGIBILITY CRITERIA:**

Eligibility is pertinent to each individual Program.

### **PROGRAM OPTIONS:**

#### ***1). Venture Capital Program***

The provincial [Venture Capital Programs](#) encourage investments in British Columbia businesses by providing British Columbia investors with a 30 percent refundable tax credit.

#### ***2). Employee Share Ownership Program***

The [Employee Share Ownership Program](#) promotes investment by employees in their company by providing them with a 20 percent provincial income tax credit. Retiring business owners can use an employee share ownership plan to transfer ownership of their company to employees by selling shares directly to their employees, who receive a 20 percent provincial income tax credit on their investment.

#### ***3). Labour-Sponsored Funds Program***

The [Labour-Sponsored Funds Program](#) assists in the creation of investment funds which are able to invest in small and medium sized businesses with high growth potential that need equity financing to achieve success.

### **LOCATIONS & HOW TO APPLY:**

These programs can be accessed from anywhere in BC. To check your eligibility or apply for any of these programs call the Ministry of Economic Development Toll Free: 1.800.665.6597.

### **CONTACT:**

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#### **The Ministry of Economic Development**

Investment Capital Branch  
PO Box 9800, Stn Prov Govt  
Victoria, BC  
V8W 9W1  
Toll Free: 1-800-665-6597  
Phone: (250) 952-0136  
Fax: (250) 952-0371  
Email: [esop@tbc.gov.bc.ca](mailto:esop@tbc.gov.bc.ca)

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More information online visit:  
<http://www.tted.gov.bc.ca/TRI/ICP/Pages/default.aspx>

## National Research Centre Canada: Industrial Research Assistance Program

Research and Technology Development Activities



### **SUMMARY:**

NRC-IRAP provides non-repayable contributions to Canadian SMEs interested in growing by using technology to commercialize services, products and processes in Canadian and international markets. NRC-IRAP also provides mentoring support and invests on a cost-shared basis for research and pre-competitive development technical projects, upon assessment of a project and firm by a team of Industrial Technology Advisors. NRC-IRAP's partner organizations also receive contributions to provide technical and research assistance to Canadian SMEs.

**REGION:** Throughout Canada.

### **ELIGIBILITY CRITERIA:**

- Your business is incorporated and profit-oriented;
- Your enterprise has fewer than 500 employees;
- You have the desire to enhance the innovation capability of your company.

The final decision whether a company is eligible or not is done by the Industrial Technology Advisor (ITA).

### **FINANCIAL PARAMETERS**

The total amount of funding depends on the company's financial needs and the industry they are in.

### **HOW TO APPLY**

Contact your IRAP regional office or call 1-877-994-4727 to speak to the Industrial Technology Advisor (ITA) specialized in your company's industry sector.

### **CONTACT:**

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**National Research Council**  
Industrial Research Assistance Program  
Suite 650, 1185 West Georgia Street  
Vancouver, BC  
V6E 4E6  
Telephone: (604) 666-6062  
Fax: (604) 666-7204  
Or call toll free: 1-877-994-4727

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More information visit: [http://irap-pari.nrc-cnrc.gc.ca/main\\_e.html](http://irap-pari.nrc-cnrc.gc.ca/main_e.html)

Or call 1-877-994-4727

## Sustainable Technology Development Canada

Funding for Sustainable Technologies



### SUMMARY

Sustainable Development Technology Canada (SDTC) is a not-for-profit foundation that finances and supports the development and demonstration of clean technologies which provide solutions to issues of climate change, clean air, water quality and soil, and which deliver economic, environmental and health benefits to Canadians.

**REGION:** Throughout Canada

### FUNDS

SDTC operates two funds aimed at the development and demonstration of innovative technological solutions:

#### **SD Tech Fund™**

The \$550M SD Tech Fund™ is aimed at supporting the late-stage development and pre-commercial demonstration of clean technology solutions: products and processes that contribute to clean air, clean water and clean land, that address climate change and improve the productivity and the global competitiveness of the Canadian industry.

SDTC does not require any repayments of the financial contributions it provides to funded projects through the SD Tech Fund.

#### **NextGen Biofuels Fund™**

The \$500M NextGen Biofuels Fund™ is aimed at supporting the establishment of first-of-kind commercial scale demonstration facilities for the production of next-generation renewable fuels and co-products. The purpose of the fund is to encourage retention and growth of technology expertise and innovation capacity for cellulosic ethanol and biodiesel production in Canada. The fund incorporates a requirement that all contractual agreements between SDTC and Eligible Recipients include repayment terms based on free cash flow over a period of 10 years after project completion.

### ELIGIBILITY CRITERIA

Please check out the website to see who can apply and which projects are eligible.

### CONTACT:

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#### **Sustainable Development Technology Canada**

45 O'Connor Street, Suite 1850

Ottawa, Ontario K1P 1A4

Tel: 613.234.6313

Fax: 613.234.0303

General Inquiries: [info@sdtc.ca](mailto:info@sdtc.ca)

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More information visit: [www.sdtc.ca](http://www.sdtc.ca)

## *Employment*

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### **ECO – Wage Subsidy Program**

Wage Subsidy Program for Environmental Employers



#### **SUMMARY:**

ECO Canada develops programs that meet both the demand of employers (recruitment and retention tools and human resource materials) and facilitates the supply of labour by providing practitioners and students with career resources, internships, and certification.

**REGION:** Throughout British Columbia.

#### **ELIGIBILITY CRITERIA:**

Any employer can become a member. Simply visit [www.eco.ca](http://www.eco.ca) and create a free membership. To apply for a wage subsidy you must call direct for more information.

#### **DESCRIPTION:**

ECO has programs for Employers, Students, Practitioners and Educators. Here are the services they offer of Employers:

- Search resumes of more than 25,000 qualified environmental practitioners;
- Post jobs to Canada's largest on-line environmental job board (90,000 views/month);
- Apply for internships and receive a wage subsidy of up to \$12,000;
- Apply for the Environmental Employer of the Year Awards and receive a free Human Resources audit to improve your HR practices;
- Learn about environmental certification programs available to you and your employees.

#### **LOCATIONS & HOW TO APPLY:**

To become a member and post or search for jobs visit [www.eco.ca](http://www.eco.ca) and establish a log-in account. Membership is free. For more information please contact the number below.

#### **CONTACT:**

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##### **Environmental Careers Organization**

Suite 200, 308 - 11th Avenue SE

Calgary, Alberta

Canada T2G 0Y2

Phone: (403) 233-0748

Fax: (403) 269-9544

Email: [info@eco.ca](mailto:info@eco.ca)

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More information visit the ECO online:

[www.eco.ca](http://www.eco.ca)

## **NRCan Science and Technology Internship Program**

Wage Subsidy Program for Science & Technology Employers



Natural Resources  
Canada

### **SUMMARY:**

The Science and Technology Internship Program provides an opportunity to recent graduates in science and engineering to gain relevant and meaningful work experience. Interns are invited to work on natural resource sciences projects of commercial potential, in cooperation with Natural Resources Canada (NRCan). Activities may include all aspects of the innovation or technology process including bench level research, scale-up testing, pilot plant operations, analytical testing, calibration, technical documentation and field tests, work in the fields of geomatics and geology, forestry, energy, mines and minerals.

**REGION:** Throughout Canada.

### **ELIGIBILITY CRITERIA FOR PARTNERS:**

- Private sector organizations; Universities/institutions.
- Non-profit organizations;
- Non-federal government organizations; Provincial and municipal governments;

### **ELIGIBILITY CRITERIA FOR INTERNS:**

- Unemployed or underemployed youths; Be 30 years of age or less;
- Have graduated, with a post-secondary degree in a relevant earth science, forestry, energy and mineral and metals, within the last 2 years;
- Be a first-time youth participant placed in the Career Focus Program under the Youth Employee Strategy (YES)
- Participants must be legally entitled to work in Canada; this includes Permanent Residents and persons granted refugee status in Canada.
- Not be in receipt of Employment Insurance (EI) benefits

### **FUNDING AMOUNTS:**

- The maximum contribution per internship from the Science and Technology Internship Program fund will be \$13 200 over a maximum of 52 weeks;
- Partners must match Science and Technology Internship Program funding with at least an equal amount in salary;

### **LOCATIONS & HOW TO APPLY:**

These programs can be accessed from anywhere in BC. To check your eligibility use the public inquiries form.

### **CONTACT:**

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#### **Natural Resources Canada**

580 Booth Street, 18th floor

Ottawa, Ontario K1A 0E4

Telephone: 613-995-0947

**Or use the [public inquiries form](#)**

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More information visit:

[http://ess.nrcan.gc.ca/hr-rh/science/step/satip/programme\\_e.php](http://ess.nrcan.gc.ca/hr-rh/science/step/satip/programme_e.php)



## Summer Work Experience Program

Wage Subsidy Program for Summer Employers



### SUMMARY

The Summer Work Experience program is an initiative of Youth Employment Strategy. The program helps employers/sponsors by providing them with wage subsidies if they hire secondary and post-secondary students for the summer in a career-related job. There are special provisions for employers who hire students with disabilities. This program is delivered in partnership with various private, public and non-for-profit groups.

**REGION:** Throughout Canada.

### ELIGIBILITY CRITERIA

Secondary and post-secondary students must:

- Be between the ages of 15 and 30 (inclusively);
- Plan to return to full-time studies; and
- Be legally entitled to work in Canada.

#### **Who can become a sponsor?**

- A business;
- An organization (including not-for-profit associations);
- A public health institution;
- An educational institution;
- A band/tribal council; and
- The municipal government.

#### **Federal partners involved in the program**

- Canadian Heritage;
- Indian and Northern Affairs Canada;
- Industry Canada;
- Parks Canada.

### FINANCIAL PERAMETERS

The size of financing may vary with different federal partners.

### APPLICATION

To become a sponsor contact Service Canada directly and ask about how you can become involved of the Summer Work Experience Program

### CONTACT:

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**Employers should either visit directly or mail inquiries to:**

Service Canada  
Program Operations - General Inquiries  
140 Promenade du Portage  
Place du Portage, Phase IV, 5th Floor  
Gatineau, QC, K1A 0J9

**Students Please Call: Youth Employment Strategy**

1.800.935.5555 (8am – 8pm eastern time)

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**More information visit:**

[www.servicecanada.ca](http://www.servicecanada.ca)

## Targeted Wage Subsidy Program

Wage Subsidy Program for individuals facing difficulty finding work



### SUMMARY

The Targeted Wage Subsidy Program enables employers to hire individuals who face barriers to employment by offering temporary wage subsidies and assists individuals experiencing difficulty in finding work to benefit from on-the-job work experience.

**REGION:** Throughout Canada

### ELIGIBILITY CRITERIA

#### **Eligible Employers:**

- Businesses;
- Organizations;
- Individuals;
- Public health and educational institutions;
- Municipal governments;
- Band/Tribal councils;
- Provincial/territorial government departments and agencies if specified in a federal-provincial/territorial agreement or Memorandum of Understanding, or specifically approved by the Minister of Human Resources Development Canada.

#### **Eligible Participants (are unemployed):**

- For whom an unemployment benefit period has been established or has ended within the 36 months prior to the date of requesting assistance; or
- For whom a benefit period that included a maternity or parental claim within the 60 months prior to the date of requesting assistance, after which the individual remained out of the labor market in order to care for a newborn or newly adopted child and is now seeking to re-enter the labor force.
- Other criteria may apply.

### DESCRIPTION

Employers must submit an application to their local Human Resources Centre of Canada.

### DURATION

Agreements may be approved for a period of up to 78 consecutive weeks.

### FINANCIAL PERAMETERS

Under normal circumstances, the wage subsidy should not exceed 60% of the total wages paid to the individual for the period of the agreement.

### CONTACT:

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**Human Resource Centre of Canada and Service Canada**

Toll Free: 1.800.O-Canada

**Program Web Address:** [www.hrsdc.gc.ca/en/epb/sid/cia/grants/tws/desc\\_tws.shtml](http://www.hrsdc.gc.ca/en/epb/sid/cia/grants/tws/desc_tws.shtml)

Click here to: [Download Employer Application Kit \(EMP 5253\)](#)

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More information visit:  
[www.servicecanada.ca](http://www.servicecanada.ca)

## Young Canada Works

Wage Subsidy Program for Summer Jobs or Internships



### SUMMARY

Young Canada Works offers students and young graduates the chance to put their skills to the test, build career equity, earn money for their education or get started on the right career path. Summer jobs and internships that are available give young people access to unique opportunities to learn and work, whether it is practicing their first language in a museum, field-work in one of Canada's great National Parks, or even an internship in Canada or abroad.

**REGION:** Throughout Canada

### ELIGIBILITY CRITERIA

#### **Eligible Employees:**

- Be legally entitled to work in Canada;
- Be a Canadian citizen, permanent resident or have refugee status in Canada;
- Be between 16 and 30 years of age at the start of employment;
- Meet the eligibility criteria of the program for which you have been approved;
- Be registered in the YCW on-line candidate inventory;
- Be willing to commit to the full duration of the work assignment for a period of 6 to 16 weeks for a summer job and 4 to 12 months for internships (duration varies from program to program); and
- Must not have another full-time job (over 30 hours a week).

#### **Eligible Employers:**

The employer eligibility is different for each program.

### DEADLINE

Visit to the webpage for further updates.

### DESCRIPTION

For 2010, employers and sponsors can participate in the following YCW components:

Young Canada Works (YCW) sponsors three summer job programs:

- YCW for Aboriginal Urban Youth
- YCW in Heritage Organizations
- YCW in Both Official Languages

Young Canada Works (YCW) also sponsors two internship programs for unemployed or underemployed college or university graduates:

- YCW at Building Careers in Heritage
- YCW at Building Careers in English and French

### CONTACT:

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#### **Young Canada Works**

jct-yew@pch.gc.ca

Telephone: 1-800-935-5555

Fax: 1-800-585-5336

#### **Program Web Address**

[http://www.pch.gc.ca/special/ycw-jct/html/welcome\\_e.htm](http://www.pch.gc.ca/special/ycw-jct/html/welcome_e.htm)

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## **National Research Centre Canada: Industrial Research Assistance Program**

Youth Employment Strategy Programs

### **SUMMARY:**

IRAP's Internship Program with Innovative Small and Medium-sized Enterprises and Collaborative Research Internships Program provide firms with support to hire post-secondary graduates. Both firms and graduates benefit from these programs: firms benefit from the graduate's expertise in a diverse variety of disciplines and graduates gain valuable work experience that will help open the doors for future employment.

**REGION:** Throughout Canada.

### **ELIGIBILITY CRITERIA:**

#### **Eligible Employers must:**

- be a small or medium-sized enterprise (SME) with less than 500 employees;
- be incorporated and for profit;
- wish to enhance its innovation capability;
- be willing to establish a trusting relationship with NRC-IRAP.

#### **Eligible Graduates must:**

- be a Canadian citizen or permanent resident or person who has been granted refugee status in Canada;
- be between 15 and 30 years old (inclusive);
- have completed post-secondary education;
- be a first-time youth participant in a placement of the Career Focus Program of the Youth; Employment Strategy (YES) not be in receipt of Employment Insurance (EI) benefits;
- be legally entitled to work according to relevant provincial legislation and regulations

### **DESCRIPTION**

Your firm and an NRC-IRAP Industrial Technology Advisor will develop and submit a project proposal. Upon commencement of the internship, the graduate will complete a brief survey to be submitted to NRC-IRAP, which will highlight the graduate's strengths and weaknesses in the work environment

### **DURATION**

Internships last between six to twelve months.

### **FINANCIAL PARAMETERS**

Maximum support provided will be \$30,000 to help cover a part of the graduate's salary

### **CONTACT:**

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#### **Employers:**

Contact the nearest [NRC-IRAP office](#) by calling the toll free number: 1-877-994-4727.

#### **Post-Secondary Graduates :**

Can apply by using campus recruitment offices, HRSDC regional offices, or by contacting SMEs directly

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More information visit:

<http://www.nrc-cnrc.gc.ca/eng/services/irap/youth-initiatives.html>

## Exporting

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### Export Development Canada

Services specific to Businesses exporting out of Canada



#### SUMMARY

Operating in international markets provides great opportunity, but it also carries significant credit risks. That's why EDC has assembled a team of specialists to work with smaller exporters. Small exporters interested in export receivables insurance and export financing support may call toll-free 1-866-283-2957 from Monday to Friday during regular business hours from wherever the call is being made in Canada.

**REGION:** Throughout Canada.

#### ELIGIBILITY CRITERIA

- Any exporter, of any size, operating in any sector of the economy (including services).
- EDC generally looks for at least 50 percent Canadian content.

#### PRODUCTS AND SERVICES

##### **Risk Management**

If a credit check of your buyer looks good, you can export with the assurance that you are covered for 90 percent of the loss if your buyer doesn't pay. We can do the check for you, or show you how.

##### **Working Capital**

When your bank knows your export receivables are insured by EDC, it is more likely to accept them as security when providing working capital financing.

##### **Account Receivables Insurance**

Don't lose export contracts because you can't offer competitive terms. With EDC insurance, you can protect your financial health and extend credit to your export buyers.

##### **Buyer Financing**

EDC loans to foreign buyers of Canadian capital goods can win you the deal by giving your buyer time to pay. This also converts your credit sale into a cash sale, since we pay the Canadian exporter directly.

##### **Bonding and Guarantees**

EDC has a range of services that enable exporters to meet the requirement to post bonds (bid bonds, performance bonds, etc.) in connection with export deals.

#### CONTACT:

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##### **Export Development Canada**

Toll-free: 1.866.283.2957

or Submit an [inquiry online](#)

EDC Website: [www.edc.ca](http://www.edc.ca)

EDC Locations nearest you: [http://www.edc.ca/english/mediaroom\\_9256.htm](http://www.edc.ca/english/mediaroom_9256.htm)

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More information visit: [www.edc.ca](http://www.edc.ca)

## **NORTHSTAR Trade Finance Inc.**

Financing for Export operations



### **SUMMARY**

NORTHSTAR Trade Finance Inc. supports small- and medium-sized Canadian exporters by offering financing to credit worthy foreign buyers of eligible Canadian goods and services.

**REGION:** Throughout Canada.

### **PRODUCTS AND SERVICES**

NORTHSTAR complements Export Development Corporation's (EDC's) export financing services by financing export sales of between \$100,000 and \$5 million, with repayment terms of one to five years.

#### **Term Finance**

NORTHSTAR provides fixed-rate, medium-term loans to your foreign buyer. This loan is secured by a registered lien over the exported goods and is ensured by the EDC. The buyer then has a predictable repayment stream that will not affect his banking arrangements.

Transactions are tailored to meet the needs of clients worldwide; the goods and services being exported must have Canadian benefits (material, labour, etc.) of at least 50% of the contract value.

#### **Floor Plan Finance**

The Floor Plan Finance option provides a short-term loan to your foreign buyer. The buyer repays NORTHSTAR when the goods are sold, or within 360 days, whichever occurs first. Interest is payable monthly on the outstanding balance. The loans are for amounts up to US\$5 million and are secured by a promissory note and security interest in the inventory financed.

### **ELIGIBILITY CRITERIA**

Any Canadian exporter, regardless of its location in Canada, can use NORTHSTAR's facilities, provided it meets NORTHSTAR's requirements for export performance and has a credit worthy foreign buyer insurable by EDC (Export Development Canada). NORTHSTAR finances deals in all regions, including: North America, South America, Europe, Asia, Africa, Middle East, Australia and New Zealand

### **DESCRIPTION**

EDC insures each transaction against losses due to commercial and political risks. Exporters may apply directly to NORTHSTAR for financing. Once NORTHSTAR and EDC are satisfied with the risk, NORTHSTAR sets up a loan directly with the buyer and disburses to the Canadian exporter at shipment.

### **CONTACT:**

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#### **NORTHSTAR Trade Finance Inc.**

Suite 833, Three Bentall Centre

595 Burrard Street

Vancouver, BC, V7X 1C4

Tel: 604-664-5828

Fax: 604-664-5838

Toll Free 1-800-663-9288

General Contact: [vancouver@northstar.ca](mailto:vancouver@northstar.ca)

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More information visit: [www.northstar.ca](http://www.northstar.ca)  
and locate your nearest Northstar location.