



Government
of Canada

Gouvernement
du Canada



GUIDE TO GOVERNMENT PROGRAMS AVAILABLE TO CO-OPERATIVES



Canada 

For more information, please contact:

The Rural and Co-operatives Secretariat
Agriculture and Agri-Food Canada
1341 Baseline Road, Tower 7, Floors 2 and 3
Ottawa, ON
K1A 0C5

Telephone (toll-free): 1-888-757-8725
Email: rcc-src@agr.gc.ca
Website: www.coop.gc.ca

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INTRODUCTION

International Year of Co-operatives 2012

To celebrate the important social and economic contributions of co-operatives around the world, the United Nations passed a resolution declaring 2012 the International Year of Co-operatives. The resolution, entitled “Co-operatives in Social Development”, recognizes the diversity of the co-operative movement and encourages development of co-operatives.

About this Guide: Better Access to Government Programs for Co-operatives

In Canada, we are building on the momentum of the International Year of Co-operatives to improve access to government programs available to co-operatives. This guide is an initiative of the Government of Canada's Rural and Co-operatives Secretariat, developed in partnership with the provincial and territorial governments. In addition to a short description of each program, there is also a point of contact where Canadians can go for information by telephone, fax, email or Internet.

The programs are divided into two sections: the first section focuses on the programs offered by the various federal departments; the second section provides information from the provinces and territories.

Free public access to the Internet is available at many schools, libraries and employment centres, and through Community Access Program sites located in many communities in rural and remote Canada.

What is a Co-operative?

A co-operative is a legally incorporated business that is jointly owned by the members who use its services. All members of a co-operative are equal decision makers in the enterprise, using a democratic system of one member, one vote. In turn, all members share the benefits of co-operation, based on how much they use the co-operative's service.

Co-operatives take different forms and they operate in all sectors of the economy, but a co-operative is generally set up by a group of people who share a common need. By pooling their resources and working together, the members can satisfy that need through the co-operative. While they serve a wide variety of functions, co-operatives generally fit one of the following four types:

- **A consumer co-operative** provides products or services to its members (such as a retail co-operative, housing, health care or child care co-operative).
- **A producer co-operative** processes and markets the goods or services produced by its members, and/or supplies, products or services necessary to the members' professional activities (such as independent entrepreneurs, artisans, or farmers).
- **A worker co-operative** provides employment for its members. In this type of co-operative, the employees are the members and the owners of the enterprise.
- **A multi-stakeholder co-operative** serves the needs of different stakeholder groups – such as employees, clients, and other interested individuals and organizations. This type of co-operative is usually found in health, home care and other social enterprises.

Co-operatives serve both economic and social purposes. While a co-operative exists to meet the common needs of its members, it also promotes the development of those members through their involvement in the democratic governance of the enterprise. At the same time, the co-operative is usually undertaking local social development or economic development activities, such as creating jobs or providing goods and services that would otherwise be unavailable to the community.

Interesting Facts:

- For more than 100 years Canadian co-operatives have helped thousands of people and communities create effective solutions to address their challenges.
- Co-operatives stimulate leadership and autonomy, encouraging communities to take control of their own development.
- In Canada, more than 9,000 co-operatives contribute to local economic development, especially in rural areas where they create sustainable jobs and provide essential goods and services.
- Co-operatives are major economic players with a volume of business of over \$35 billion per year for non financial co-operatives and close to \$252 billion in assets for co-operatives in general.
- Co-operatives can serve as an economic recovery tool for regions experiencing challenges in general.
- Co-operatives are present in all economic sectors, including agriculture, financial services, housing, food retail, funeral services and renewable energy.
- Co-operatives have a higher survival rate than other types of businesses. In Quebec, a study shows that 62 percent of new co-operatives are still active after five years, compared to 35 percent of other privately owned businesses.

PART

1

FEDERAL PROGRAMS

Programs Specific to Co-operatives

Agriculture and Agri-Food Canada (AAFC)

Rural and Co-operatives Secretariat

The **Co-operative Development Initiative (CDI)** is a Government of Canada program delivered in partnership with the co-operative sector. CDI is designed to help people develop co-ops and to research and test innovative ways of using the co-operative model. CDI makes the co-op option more readily available to Canadians to respond to their day-to-day challenges. The Advisory Services component of the program, managed jointly by the Canadian Co-operative Association (CCA) and the Conseil canadien de la coopération et de la mutualité (CCCM) provides access to professional and technical services needed for the successful launch or strengthening of a co-operative.

Contact: **Stéphane Audet**

Telephone: **613-773-2896** or **1-888-757-8725**

Fax: **613-773-2198**

Email: **Stephane.Audet@agr.gc.ca**

Website: **www.coop.gc.ca**

Advisory Services – Co-operative Development Initiative

Conseil canadien de la coopération et de la mutualité (CCCM)

Contact: **Michaël Béland**

Telephone: **613-789-5492**, extension 24

Website: **www.cccm.coop**

Canadian Co-operative Association (CCA)

Contact: **John Anderson**

Telephone: **613-238-6711**, extension 228

Website: **www.coopscanada.coop**

Newfoundland/Labrador

Newfoundland and Labrador Federation of Co-operatives

Contact: **Glen Fitzpatrick**

Toll free: **1-877-726-9431**

Website: **www.nlfc.coop**

Prince Edward Island

Conseil de développement coopératif de l'Île du Prince Édouard

Contact: **Velma Robichaud**

Telephone: **902-854-3658**

Website: **www.conseilcoopipe.org**

Prince Edward Island Co-operative Council

Contact: **Charlie Crockett**

Telephone: **902-569-7322**

Website: **www.peicc.coop**

Nova Scotia

Conseil coopératif acadien de la Nouvelle-Écosse

Contact: **Darlene Doucet**

Telephone: **902-224-2205**

Website: **www.conseilcoopne.ca**

Nova Scotia Co-operative Council

Contact: **Jonathan MacClelland**

Telephone: **902-893-8966**

Website: **www.novascotia.coop**

New Brunswick

Coopérative de développement régional – Acadie

Contact: **Melvin Doiron**

Telephone: **506-727-6377**

Website: **www.cdra.fcdrrq.coop**

Co-operative Enterprise Council of New Brunswick

Contact: **Wendy Keats**

Telephone: **506-227-9607**

Website: **www.cecnb.ca**

Québec

Conseil québécois de la coopération et de la mutualité

Contact: **Josée Tremblay**

Telephone: **418-835-3710**

Website: **www.coopquebec.coop**

Ontario***Conseil de la coopération de l'Ontario***Contact: **Luc Morin**Toll free: **1-866-290-1168**Website: **www.cco.coop*****Ontario Co-operative Association***Contact: **Peter Cameron**Toll free: **1-888-745-5521**Website: **www.ontario.coop****Manitoba*****Conseil de développement économique des municipalités bilingues du Manitoba***Contact: **Danny Gendron**Toll free: **1-800-990-2332**Website: **www.cdem.com*****Manitoba Co-operative Association***Contact: **Vera Goussaert**Telephone: **204-989-5930**Website: **www.manitoba.coop****Saskatchewan*****Conseil de la coopération de la Saskatchewan***Contact: **Mouhammad Sy**Toll free: **1-800-670-0879**Website: **www.ccs-sk.ca*****Saskatchewan Co-operative Association***Contact: **Victoria Morris**Telephone: **306-244-3702**Website: **www.sask.coop****Alberta*****Conseil de développement économique de l'Alberta***Contact: **Patrice Gauthier**Toll free: **1-888-414-6123**Website: **www.lecdea.ca*****Alberta Community and Co-operative Association***Contact: **Richard Stringham**Telephone: **780-963-3766**Website: **www.acca.coop**

British Columbia

British Columbia Co-operative Council

Contact: **Richard Marcuse**

Telephone: **604-662-3906**

Website: **www.bcca.coop**

North

Arctic Co-operatives Limited

Contact: **Sherry Hennessey**

Telephone: **204-697-2243, extension 288**

Website: **www.arcticco-op.com**

Programs Available to Co-operatives

Aboriginal Affairs and Northern Development Canada (AANDC)

Nutrition North Canada (NNC) is a retail subsidy program that seeks to make nutritious perishable food accessible to isolated Northern communities. AANDC transfers the subsidy to registered retailers, who are accountable for passing on the subsidy to customers. The program accepts applications from businesses with stores in isolated communities or elsewhere in Canada and listed with the Canada Revenue Agency. To register with NNC, businesses must agree to the terms and conditions set out by AANDC regarding the subsidy transfer.

Telephone: 1-800-567-9604

E-mail: nutritionnorth@inac.gc.ca

Website: www.NutritionNorthCanada.ca/index-eng.asp

Agriculture and Agri-Food Canada (AAFC)

The **Advancing Agri-Innovation Program** provides funds for innovative initiatives in sectors that have strategic importance to the economies of Manitoba and Canada. This program is designed to create partnerships among value chain participants to build the province's capacity for innovation. This program is offered in the province of Manitoba.

Telephone: 1-866-626-4862

Website: www.gov.mb.ca/agriculture/growingforward/gf_programs/aaa19s06.html

The **Agriculture Development Initiative** provides funding to develop agricultural projects that enhance regional economic development and contribute to sustainability in rural communities. This program is offered in the territory of Yukon.

Yukon Energy, Mines and Resources Agriculture Branch
Telephone: 867-667-5838
Fax: 867-393-6222
Email: agriculture@gov.yk.ca
Website: [www.emr.gov.yk.ca/agriculture/
ag_development_initiative.html](http://www.emr.gov.yk.ca/agriculture/ag_development_initiative.html)

The **Agriculture Education Program** aims to provide educational resources for “agriculture in the classroom” activities and educational activities presented by agricultural organizations. This program is offered in the territory of Yukon.

Yukon Energy, Mines and Resources Agriculture Branch
Telephone: 867-667-5838
Fax: 867-393-6222
Email: agriculture@gov.yk.ca
Website: [www.emr.gov.yk.ca/agriculture/
ag_education_program.html](http://www.emr.gov.yk.ca/agriculture/ag_education_program.html)

The **Agriculture Training Program** provides support for the presentation of agricultural courses, seminars, workshops, conferences and any other activities that will develop the human resource capabilities of Yukon agricultural agri-food and agri-based products industry. This program is offered in the territory of Yukon.

Yukon Energy, Mines and Resources Agriculture Branch
Telephone: 867-667-5838
Fax: 867-393-6222
Email: agriculture@gov.yk.ca
Website: [www.emr.gov.yk.ca/agriculture/
agriculture_training_program.html](http://www.emr.gov.yk.ca/agriculture/agriculture_training_program.html)

The **Agri-Environmental Baseline Indicators (Data Collection)** aims to create new, and reinforce existing datasets of information for vegetation, soil, feed and water quality in agricultural areas to determine the best agriculture lands based on soil capability and arability assessment. This program is offered in the territory of Yukon.

Yukon Energy, Mines and Resources Agriculture Branch
Telephone: 867-667-5838
Fax: 867-393-6222
Email: agriculture@gov.yk.ca
Website: [www.emr.gov.yk.ca/agriculture/
agri_environmental_baseline_indicators.html](http://www.emr.gov.yk.ca/agriculture/agri_environmental_baseline_indicators.html)

The **Agri-Extension Environment Program** aims to encourage behaviour and attitude changes towards environmentally sustainable agriculture practices and to encourage adoption of such practices on farms. This program is open to all agri-environmental practices, but should focus on the following areas: stubble burning, manure management, soil erosion (wind and water), surface water management, salinity management, nutrient management (precision agriculture), greenhouse gas mitigation and adaptation, riparian management, biodiversity maintenance and other emerging agri-environment issues. This program is offered in the province of Manitoba.

Telephone: 1-866-626-4862

Website: www.gov.mb.ca/agriculture/growingforward/gf_programs/aaa19s14.html

The **Agri-Extension Innovation Program** provides funds to farm and non-farm clients for the evaluation of innovative technology that will improve environmental sustainability, profitability and added-value in farming. Local GO Teams will work directly with clients on Agri-Extension Innovation projects. This program is offered in the province of Manitoba.

Telephone: 1-866-626-4862

Website: www.gov.mb.ca/agriculture/growingforward/gf_programs/aaa19s07.html

AgriInvest is a self-managed producer government savings account that allows producers to set money aside that can be used to recover from small income shortfalls, or to make investments to reduce on-farm risks. AgriInvest is delivered by the federal government in all provinces except Quebec. In Quebec, AgriInvest is delivered provincially by *La Financière agricole*.

Telephone: 1-866-367-8506

Website: www4.agr.gc.ca/AAFC-AAC/display-afficher.do?id=1291828779399&lang=eng

The **AgriProcessing Initiative** is designed to enhance the competitiveness of the agri-processing sector in Canada. It provides support to existing processing companies for agri-processing projects. This involves adopting innovative and new-to-company manufacturing technologies and processes that are essential to sustaining and improving the sector's position in today's global marketplace.

Telephone: 1-877-246-4682

Email: API@agr.gc.ca

Website: www4.agr.gc.ca/AAFC-AAC/display-afficher.do?id=1294434150330&lang=eng

AgriStability provides support when you experience a large margin decline. You may be able to receive an AgriStability payment when your current year program margin falls below 85 percent of your reference margin. AgriStability is delivered in Manitoba, New Brunswick, Nova Scotia, Newfoundland and Labrador and Yukon by the federal government.

Telephone: **1-866-367-8506**

Website: **www4.agr.gc.ca/AAFC-AAC/**

display-afficher.do?id=1291990433266&lang=eng

The Biosecurity Risk Prevention and Mitigation Initiative provides for the design and implementation of systems and programs that will allow the territory to identify and prepare for emerging risks to animal and plant health, with a focus on prevention or mitigation of identified risks.

Yukon Energy, Mines and Resources

Agriculture Branch

Telephone: **867-667-5838**

Fax: **867-393-6222**

Email: **agriculture@gov.yk.ca**

Website: **[www.emr.gov.yk.ca/agriculture/](http://www.emr.gov.yk.ca/agriculture/biosecurity_risk_prevention.html)**

[biosecurity_risk_prevention.html](http://www.emr.gov.yk.ca/agriculture/biosecurity_risk_prevention.html)

Business Development Program: Financials

The objective of this program is to help Prince Edward Island farmers better understand their financial situation and benchmark their farm performance prior to making plans for the future development of their businesses. Many circumstances require farmers to make educated decisions based on hard facts. With a financial analysis in hand, farmers will be better prepared to make management decisions.

Agriculture Information Desk

Telephone: **902-368-4145** or **1-866-734-3276**

Email: **peiextension@gov.pe.ca**

Web site: **[www.gov.pe.ca/growingforward/index.](http://www.gov.pe.ca/growingforward/index.php3?number=1025705&lang=E)**

[php3?number=1025705&lang=E](http://www.gov.pe.ca/growingforward/index.php3?number=1025705&lang=E)

Business Development Program: Planning

The objective of this program is to support Prince Edward Island farmers who want to assess, through business planning, the implications of changes to their businesses. Farm operations are becoming larger and more complex, and farmers are continually adapting. They are incorporating strategic planning and management activities on an ongoing basis. This program is designed to enhance farmers' ability to manage transition, respond to change, and adopt innovation.

Agriculture Information Desk

Telephone: 902-368-4145 or 1-866-734-3276

Email: peiextension@gov.pe.caWebsite: www.gov.pe.ca/growingforward/index.php3?number=1025706&lang=E**Business Development Program: Self-Assessment**

The objective of this program is to encourage Prince Edward Island farmers to assess their current farm management practices and skills, to build on the strengths they have identified, then to develop and implement sound business management practices and Action Plans.

Agriculture Information Desk

Telephone: 902-368-4145 or 1-866-734-3276

Email: peiextension@gov.pe.caWebsite: www.gov.pe.ca/growingforward/PFBSworkshop**Business Development Program: Skills**

This program aims to provide Prince Edward Island farmers and spouses with access to skills training, which has the potential to increase farm profitability and/or total family income. It will also enable farm families to make choices about sources of income, pro-actively manage risks, and be better positioned to adopt new technologies.

Agriculture Information Desk

Telephone: 902-368-4145 or 1-866-734-3276

Email: peiextension@gov.pe.caWebsite: www.gov.pe.ca/growingforward/index.php3?number=1025703**Business Development Program: Training**

This program aims to encourage Prince Edward Island farmers to investigate, understand and use improved business practices in their decision making.

Agriculture Information Desk

Telephone: 902-368-4145 or 1-866-734-3276

Email: peiextension@gov.pe.caWebsite: www.gov.pe.ca/growingforward/training**Business Planning and Advisory Initiative**

This program provides assistance for non-profits and governments to access consultant services to review past records and financial situations, discuss objectives, and to help determine current options for meeting profitability goals. This program is offered in the territory of Yukon.

Yukon Energy, Mines and Resources

Agriculture Branch

Telephone: 867-667-5838

Fax: 867-393-6222

Email: agriculture@gov.yk.ca

Website: [www.emr.gov.yk.ca/agriculture/
business_planning_advisory_initiative.html](http://www.emr.gov.yk.ca/agriculture/business_planning_advisory_initiative.html)

The **Canadian Agricultural Adaptation Program (CAAP)** is a five-year program (2009-2014), with the objective of facilitating the agriculture, agri-food, and agri-based product sector's ability to seize opportunities, respond to new and emerging issues and pilot solutions to new and ongoing issues to adapt and remain competitive.

Telephone: 1-877-290-2188

Fax: 613-773-1922

TTY: 613-759-7470

Email: caap-pcaa@agr.gc.ca

Website: [www4.agr.gc.ca/AAFC-AAC/
display-afficher.do?id=1286477571817&lang=eng](http://www4.agr.gc.ca/AAFC-AAC/display-afficher.do?id=1286477571817&lang=eng)

The **Canadian Agricultural Loans Act (CALA) program** is a financial loan guarantee program that gives farmers easier access to credit. Farmers can use these loans to establish, improve, and develop farms; agricultural co-operatives may also access loans to process, distribute or market the products of farming.

Telephone: 1-888-346-2511

Fax: 613-773-2020

Email: fgp-pgf@agr.gc.ca

Website: [www4.agr.gc.ca/AAFC-AAC/display-
afficher.do?id=1288035482429&lang=eng](http://www4.agr.gc.ca/AAFC-AAC/display-afficher.do?id=1288035482429&lang=eng)

The **Community Development Program (CDP), Building Rural and Northern Partnerships** provides contribution funding as part of Canada's Rural Partnership (CRP), a federal initiative that encourages and supports the development of rural Canada. The CDP aims to increase the capacity of rural and northern communities to build on local assets and competitive advantages.

You will need to work with community partners to advance one or more of the following program priorities:

- enhancing the competitiveness of rural and northern regions;
- fostering the transformation of local ideas and untapped assets into sustainable innovative economic activities; and

- facilitating the development of new economic opportunities from existing natural and cultural amenities.

Telephone: **1-877-295-7160**

Website: **www.rural.gc.ca/RURAL/display-afficher.do?id=1299516906622&lang=eng**

The **Diversification and Value-Added Initiative** provides assistance to producers who diversify their operations to take advantage of market opportunities that will increase profitability on the farm. This program is offered in the territory of Yukon.

*Yukon Energy, Mines and Resources
Agriculture Branch*

Telephone: **867-667-5838**

Fax: **867-393-6222**

Email: **agriculture@gov.yk.ca**

Website: **www.emr.gov.yk.ca/agriculture/diversification_value_added_initiative.html**

ecoAgriculture Biofuels Capital Initiative

(ecoABC) is a four-year, \$200 million federal program that provides repayable contributions of up to \$25 million per project for the construction or expansion of transportation biofuel production facilities. Funding is provided for projects that use agricultural feedstocks to produce biofuels and that have new agricultural producer equity investments in the projects equal to, at minimum, five percent of the total eligible project costs.

Telephone: **1-877-246-4682**

Fax: **1-866-309-4255**

Email: **bioagriculture@agr.gc.ca**

Website: **www4.agr.gc.ca/AAFC-AAC/display-afficher.do?id=1295549500949&lang=eng**

The **Food Safety Strategies Initiative** provides for the design, implementation and building of partnerships in the development of food safety strategies for all agri-food commodities in Yukon. This program is offered in the territory of Yukon.

*Yukon Energy, Mines and Resources
Agriculture Branch*

Telephone: **867-667-5838**

Fax: **867-393-6222**

Email: **agriculture@gov.yk.ca**

Website: **www.emr.gov.yk.ca/agriculture/food_safety_strategies_initiative.html**

The **Industry Innovation – Agri-Food Research and Development Initiative (ARDI)** program funds innovation in agri-food production and processing. Priority is given to projects that create new farm income sources, growth in the value-added sector and lower primary production costs. This program is offered in the province of Manitoba.

Telephone: 1-866-626-4862

Website: www.gov.mb.ca/agriculture/growingforward/gf_programs/aaa14s09.html

The **Market Development Initiative** provides resources to investigate and capture new market opportunities and enhance the competitive capability of the industry. This program is offered in the territory of Yukon.

*Yukon Energy, Mines and Resources
Agriculture Branch*

Telephone: 867-667-5838

Fax: 867-393-6222

Email: agriculture@gov.yk.ca

Website: www.emr.gov.yk.ca/agriculture/market_development_initiative.html

The **Northern Agriculture Program** funds innovative projects that provide solutions to the challenges of producing healthy foods in northern Manitoba. Practical support is provided to expand agriculture and food production to increase availability and reduce the cost of fresh, healthy foods for northern residents. This program is offered in the province of Manitoba.

Telephone: 1-866-626-4862

Website: www.gov.mb.ca/agriculture/growingforward/gf_programs/aaa19s05.html

Reclamation of Yukon Land

The objective of this program is the reclamation of Yukon land, which has been affected by agricultural activity and poses a hazard to the environment or wildlife.

*Yukon Energy, Mines and Resources
Agriculture Branch*

Telephone: 867-667-5838

Fax: 867-393-6222

Email: agriculture@gov.yk.ca

Website: www.emr.gov.yk.ca/agriculture/reclamation_yukon_land.html

The **Yukon Research and Demonstration** initiative complements and advances agricultural research and demonstration programs in Yukon.

Yukon Energy, Mines and Resources

Agriculture Branch

Telephone: 867-667-5838

Fax: 867-393-6222

Email: agriculture@gov.yk.ca

Website: www.emr.gov.yk.ca/agriculture/yukon_research_demonstration.html

Atlantic Canada Opportunities Agency (ACOA)

The **Business Development Program (BDP)** is designed to help with the set-up, expansion or modernization of a business. Focusing on small and medium-sized enterprises, the BDP provides access to capital in the form of interest free, unsecured, repayable contributions. Not-for-profit organizations that provide support to the business community may also qualify for non-repayable assistance.

ACOA offices:

Head Office: 1-800-561-7862

New Brunswick: 1-800-561-4030

Prince Edward Island: 1-800-871-2596

Newfoundland and Labrador: 1-800-668-1010

Nova Scotia: 1-800-565-1228

Enterprise Cape Breton Corporation: 1-800-705-3926

Website: www.acoa-apeca.gc.ca/eng/ImLookingFor/ProgramInformation/Pages/ProgramDetails.aspx?ProgramID=2

The **Innovative Communities Fund (ICF)** invests in projects that lead to long term employment and economic development of the community. Not-for-profit organizations are eligible for funding – including municipalities, co-operatives, educational institutions, economic development organizations and business, technology and industry associations.

ACOA offices:

Head Office: 1-800-561-7862

New Brunswick: 1-800-561-4030

Prince Edward Island: 1-800-871-2596

Newfoundland and Labrador: 1-800-668-1010

Nova Scotia: 1-800-565-1228

Enterprise Cape Breton Corporation: 1-800-705-3926

Website: www.acoa-apec.gc.ca/eng/ImLookingFor/ProgramInformation/Pages/ProgramDetails.aspx?ProgramID=6

Canada Revenue Agency (CRA)

The **Scientific Research and Experimental Development (SR&ED) Tax Incentive Program** is a federal tax incentive program to encourage Canadian businesses of all sizes and in all sectors to conduct research and development, in Canada, that will lead to new, improved, or technologically advanced products or processes. A co-operative corporation may be eligible to receive benefits in the form of a refundable investment tax credit, a reduction of taxes payable, or both. Visit the SR&ED program's website at www.cra-arc.gc.ca/sred to find out more about the program or to register for public information seminars.

Telephone (all offices): **1-800-959-5525**

Specific Tax Services offices: www.cra-arc.gc.ca/txcrdt/sred-rsde/cntcts/menu-eng.html

Canadian Heritage

The **Canada Arts Presentation Fund (CAPF)** aims to give Canadians access to a variety of professional artistic experiences in their communities. The CAPF recognizes that arts presenters are key partners in achieving this objective by providing financial assistance to organizations that professionally present arts festivals or performing arts series, as well as their support organizations.

Website: www.pch.gc.ca/eng/1267553110077/1268404392232

The **Canada Book Fund** aims to ensure access to a diverse range of Canadian-authored books in Canada and abroad by fostering a viable Canadian book industry that publishes and markets Canadian-authored books.

The program has two main supports:

- Support for Publishers
- Support for Organizations

Telephone: **819-997-4944** or **1-866-811-0055**

Fax: **819-997-4169**

TTY: **1-888-997-3123**

Email: cbf-flc@pch.gc.ca

Website: www.pch.gc.ca/eng/1268182505843/1269107653379

Canada Cultural Investment Fund

Over the long-term, projects supported through this fund are intended to contribute to the organizational, administrative and financial health of arts and heritage organizations. The program has four components that work together in achieving these objectives: Endowment Incentives, Cultural Capitals of Canada, Strategic Initiatives and Limited Support to Endangered Arts Organizations.

Telephone: 819-997-3955 or 1-866-811-0055

TTY: 1-888-997-3123

Fax: 819-994-6249

Email: fcic-ccif@pch.gc.ca

Website: www.pch.gc.ca/eng/1268609659093/1268611082334

The **Canada Cultural Spaces Fund (CCSF)** seeks to improve physical conditions for artistic creativity and innovation. It is also designed to increase access for Canadians to performing arts, visual arts, media arts, and to museum collections and heritage displays. The Fund supports the improvement, renovation and construction of arts and heritage facilities, and the acquisition of specialised equipment as well as conducting feasibility studies.

Website: www.pch.gc.ca/eng/1267728945673/1269445868906#a1

The **Canada Interactive Fund** aims to support the creation of online Canadian cultural interactive content and applications developed by Official Language Minority Community (OLMC), Aboriginal, ethno-cultural and other not-for-profit cultural organizations.

Telephone: 819-997-0055 or 1-866-811-0055

TTY: 1-888-997-3123

Email: info@pch.gc.ca

Website: www.pch.gc.ca/eng/1273769820147/1300715237206

Canada Music Fund (CMF)

The Canadian music industry includes a wide range of creators and entrepreneurs who create, produce and market original and diverse Canadian music. To help the industry meet new challenges, the Government created the Canada Music Fund (CMF).

Telephone: 819-997-5868 or 1-866-811-0055

Fax: 819-934-9244

Email: musique-music@pch.gc.ca

TTY: 1-888-997-3123

Website: www.pch.gc.ca/eng/1267201611990/1268346500374

The **Canada Periodical Fund (CPF)** provides financial assistance to Canadian print magazines, non-daily newspapers and digital periodicals to enable them to overcome market disadvantages and continue to provide Canadian readers with the content they choose to read. The CPF has three components:

Aid to Publishers: provides funding to eligible Canadian print magazines and non-daily newspapers calculated using a formula based on eligible copies sold or circulated by verified request over a 12-month period. Publishers are able to use funding to support the creation of content, production, distribution, online activities, or business development.

Business Innovation: offers support for projects to eligible small and mid-sized printed magazine and digital periodical publishers.

Collective Initiatives: funds projects for organizations designed to increase the overall sustainability of the Canadian magazine and non-daily newspaper industries.

Telephone: **819-997-4974** or **1-800-641-9221**

TTY: **1-888-997-3123**

Fax: **819-994-3154**

Email: **fcf-cpf@pch.gc.ca**

Website: **www.pch.gc.ca/eng/**

1268240166828/1268328701928

Young Canada Works (YCW) offers students and recent 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 give young people access to unique opportunities to learn and work, whether it be to practice their second language, work in a museum, an Aboriginal friendship centre or even travel abroad. Young Canada Works also offers employers an opportunity to benefit from innovative ideas and competitive skills. Wage subsidies are available for eligible employers.

Telephone: **819-997-0055** or **1-866-811-0055**

TTY: **1-888-997-3123**

Email: **info@pch.gc.ca**

Website: **www.pch.gc.ca/special/jct-ycw/
index-eng.cfm**

Canadian International Development Agency (CIDA)

Bilateral Responsive Mechanism (Unsolicited Proposals)

CIDA agrees to provide financial support to development initiatives identified and put forward by a proponent. A responsive proposal will be considered when it clearly identifies expected results and relates to the priorities of a CIDA programming framework or, where no framework exists, responds to broader CIDA or recipient programming priorities. CIDA retains the right to either accept or reject the proposal based on the calibre of the proposal and how well it fits with CIDA or the recipient's programming priorities.

Telephone: **819-997-5006** or **1-800-230-6349**

TDD/TTY: **819-953-5023** or **1-800-331-5018**

Email: **info@acdi-cida.gc.ca**

Emergency Humanitarian Assistance Project Proposals

CIDA, through its International Humanitarian Assistance Program, aims to save lives, alleviate suffering, and maintain the dignity of those affected by conflicts and natural disasters by providing appropriate, timely, and effective responses.

Telephone: **819-997-5006** or **1-800-230-6349**

TDD/TTY: **819-953-5023** or **1-800-331-5018**

Email: **info@acdi-cida.gc.ca**

Website: **www.acdi-cida.gc.ca/acdi-cida/acdi-cida.nsf/eng/STE-320155246-SKL**

Canadian Northern Economic Development Agency (CanNor)

Aboriginal Business Development Program (ABDP)

CanNor receives a total of \$2.3 million in funding annually for ABDP which is being disbursed across the territories on an as-needed basis. The ABDP objectives include:

- increasing the number of viable businesses owned and controlled by Aboriginal Canadians in Canada;
- cultivating a culture of entrepreneurship in the Aboriginal community and improving access to business opportunities;

- establishing, expanding and diversifying the network of Aboriginal-owned and controlled financial institutions providing development capital;
- enhancing access to capital for Aboriginal businesses;
- enhancing the capacity of Aboriginal financial and business development organizations to provide financial services, business information, and developmental support services; and,
- increasing Aboriginal participation in economic benefits from major resource development and energy investments.

Telephone: **867-975-3725**

The **Community Economic Opportunities Program (CEOP)** provides project-based support to communities for public services in economic development, leading to community economic benefits.

Telephone: **867-975-3725**

Economic Development Initiative

The Government of Canada is providing funding of \$400,000 over four years to support the economic development of official language minority communities in the North. This initiative is part of the "*Roadmap of Canada's Linguistic Duality 2008 2013: Acting for the Future*," the Government of Canada's strategy for official languages. The Roadmap is a government-wide program based on two pillars: the participation of all Canadians in linguistic duality, and support for official language minority communities.

Website: **www.cannor.gc.ca/pr/pol-eng.asp**

Regional Offices:

CanNor, Yukon Region

Whitehorse

Telephone: **867-667-3263**

Fax: **867-667-3801**

Email: **Ytinfo@cannor.gc.ca**

CanNor, Northwest Territories Region

Yellowknife

Telephone: **867-766-8327**

Fax: **867-766-8401**

Email: **EcDevNWT@cannor.gc.ca**

CanNor, Nunavut Region

Iqaluit

Telephone: **867-975-3728**

Fax: **867-975-3740**

Email: **ecdevnunavut@cannor.gc.ca**

Strategic Investments in Northern Economic Development (SINED)

Budget 2009, *Canada's Economic Action Plan*, renewed SINED funding at \$90 million over 5 years (April 1, 2009 to March 31, 2014). SINED programming is specific to CanNor and is delivered in the three territories. The objectives of the program are: strengthening key sectors of the territorial economies; economic diversification in the North; and facilitating increased participation of Northerners in the economy. The Program Suite for SINED includes the:

- Targeted Investment Program
- Innovation and Knowledge Fund
- Partnership and Advisory Forums
- Pan-Territorial Fund

Telephone: **867-975-3725**

Website: www.cannor.gc.ca/pr/si-eng.asp

Economic Development Agency of Canada for the Regions of Quebec (CED)

The **Business and Regional Growth Program** reinforces the conditions conducive to the sustainable development of Quebec's regions and small and medium-sized enterprises (SMEs). The program aims to:

- help enterprises improve their performance, become more competitive and engage in more innovation to facilitate their sustainable development;
- support the transfer of technology and research outputs to enterprises;
- create the right conditions to attract foreign investment and international organizations.

Regional offices: www.dec-ced.gc.ca/eng/business-offices/business.html

Website: www.dec-ced.gc.ca/eng/programs/growth/growth.html

Linguistic Duality Economic Development Initiative

In effect until March 31, 2013, the *Roadmap for Canada's Linguistic Duality Economic Development Initiative* aims to support the economic development of official language minority communities (OLMCs) through a range of activities, including innovation, entrepreneurship, partnership and economic diversification. For this initiative, the Agency has

been allocated an additional \$10.2 million over five years to increase the activities it already undertakes in support of Quebec's English-speaking minority communities.

Website: www.dec-ced.gc.ca/eng/programs/duality/index.html

Environment Canada

The **Aboriginal Funds for Species at Risk (AFSAR)** contribute to the conservation and protection of Canada's biodiversity by supporting species recovery planning, habitat protection, and overall conservation and capacity-building initiatives by Aboriginal people in Canada. The key objective is to encourage meaningful involvement of Aboriginal people and communities in the implementation of the *Species at Risk Act*. AFSAR is co-managed by Environment Canada, Fisheries and Oceans Canada and Parks Canada Agency, with the support of Aboriginal Affairs and Northern Development Canada and the guidance of national aboriginal organizations.

Website: www.ec.gc.ca/pace-cape/default.asp?lang=en&n=1C1BEFF3-1#aboriginal

Regional Contacts: Terrestrial Projects – Canadian Wildlife Service

Atlantic Region

Contact: **Sheri Faulkner**
Telephone: **506-364-5198**
Email: Sheri.Faulkner@ec.gc.ca

Québec

Contact: **Louis Lesage**
Telephone: **418-648-7025**
Email: Louis.Lesage@ec.gc.ca

Ontario

Contact: **Tania Morais**
Telephone: **416-739-4100**
Email: Tania.Morais@ec.gc.ca

Alberta, Manitoba and Saskatchewan

Contact: **Carmen Callihoo**
Telephone: **780-951-8672**
Email: Carmen.Callihoo@ec.gc.ca

Northwest Territories

Contact: **Donna Mulders**
Telephone: **867-669-4783**
Email: Donna.Mulders@ec.gc.ca

NunavutContact: **Siu-Ling Han**Telephone: **867-975-4633**Email: **Siu-Ling.Han@ec.gc.ca****British Columbia**Contact: **Randal Lake**Telephone: **604-940-4646**Email: **Randal.Lake@ec.gc.ca****Yukon**Contact: **Nancy Hughes**Telephone: **867-667-3928**Email: **Nancy.Hughes@ec.gc.ca****Aquatic projects:****Pacific***Fisheries and Oceans Canada,**Treaty and Aboriginal Policy*Contact: **Louvi Nurse**Telephone: **604-666-4565**Fax: **604-666-0928**Email: **Louvi.Nurse@dfo-mpo.gc.ca****Central and Arctic***Fisheries and Oceans Canada,**Species at Risk Program*Contact: **Andries Blouw**Telephone: **204-983-5051**Fax: **204-983-5192**Email: **Andries.Blouw@dfo-mpo.gc.ca****Ontario***Fisheries and Oceans Canada, Great Lakes Laboratory
for Fisheries and Aquatic Science*Contact: **Shelly Dunn**Telephone: **905-639-5989**Fax: **905-639-3549**Email: **Shelly.Dunn@dfo-mpo.gc.ca****Québec***Pêches et Océans Canada, Aboriginal Fisheries*Contact: **Robert Fibich**Telephone: **418-648-4566**Fax: **418-648-7981**Email: **Robert.Fibich@dfo-mpo.gc.ca****Gulf***Fisheries and Oceans Canada, Gulf Fisheries Center*Contact: **Josiane Massiera**Telephone: **506-851-7290**Fax: **506-851-7803**Email: **Josiane.Massiera@dfo-mpo.gc.ca**

Maritimes

Fisheries and Oceans Canada, Aboriginal Fisheries

Contact: **Tom Howe**

Telephone: **902-426-6036**

Fax: **902-426-1484**

Email: **HoweT@mar.dfo-mpo.gc.ca**

Newfoundland and Labrador

Resource Management Division

Northwest Atlantic Fisheries Centre 80 East White Hills

Contact: **Judy Guest**

Telephone: **709-772-2922**

Fax: **709-772-2922**

Email: **GuestJ@dfo-mpo.gc.ca**

*Fisheries and Oceans Canada, Fisheries and
Aquaculture Management Branch*

Contact: **Patricia Williams**

Telephone: **709-772-3732**

Fax: **709-772-3628**

Email: **Patricia.Williams@dfo-mpo.gc.ca**

The **EcoAction Community Funding Program** provides financial support to community groups for projects that have measurable, positive impacts on the environment. Projects must address one of Environment Canada's environmental priorities: clean air, climate change, clean water and nature. N.B.: EcoAction will only provide funding support to non-profit co-operatives. Applicants should demonstrate that they are non-profit organizations by providing a copy of their *Certificate of Incorporation* and a copy of their *Articles of Incorporation*.

Contact: **Kim Colavecchia**

Telephone: **416-739-4768**

Email: **kim.colavecchia@ec.gc.ca**

Website: **www.ec.gc.ca/default.**

asp?lang=En&xml=FB21C509-D9DD-40B1-B30A-2E694BE8516D

The **Environmental Damages Fund (EDF)** follows the Polluter Pays Principle to help ensure that those who cause environmental damage or harm to wildlife take responsibility for their actions. The EDF is a specified purpose account, administered by Environment Canada, to provide a mechanism for directing funds received as a result of fines, court orders, and voluntary payments to priority projects that will benefit our natural environment. EDF will only provide funding support to non-profit co-operatives. Applicants should

demonstrate that they are non-profit organizations by providing a copy of their *Certificate of Incorporation* and a copy of their *Articles of Incorporation*. Offenders are not eligible to apply for fines or monetary payments they have made that have been directed to the EDF.

Contact: **Kim Colavecchia**

Telephone: **416-739-4768**

Email: **kim.colavecchia@ec.gc.ca**

Website: **www.ec.gc.ca/edf%2Dfde/default.asp?lang=En&n=C5BAD261-1**

The **Habitat Stewardship Program for Species at Risk (HSP)** provides funding for implementing activities that protect or conserve habitats for species designated by the Committee on the Status of Endangered Wildlife in Canada as nationally “at risk” (endangered, threatened, or of special concern). These activities must take place on private lands, provincial Crown lands, Aboriginal lands, or in aquatic and marine areas across Canada. HSP is administered by Environment Canada and managed cooperatively with Fisheries and Oceans Canada and the Parks Canada Agency.

Website: **www.ec.gc.ca/hsp-pih/default.asp?lang=En&n=59BF488F-1**

Regional contacts – Canadian Wildlife Service: Atlantic Region

Contact: **Sheri Faulkner**

Telephone: **506-364-5198**

Email: **Sheri.Faulkner@ec.gc.ca**

Québec

Contact: **Pierre Aquin**

Telephone: **418-649-6121**

Email: **Pierre.Aquin@ec.gc.ca**

Ontario

Contact: **Kim Laird**

Telephone: **416-739-4986**

Email: **Kim.Laird@ec.gc.ca**

Manitoba

Contact: **Ron Bazin**

Telephone: **204-983-5264**

Email: **Ron.Bazin@ec.gc.ca**

Alberta

Contact: **Diana Ghikas**

Telephone: **306-780-5322**

Email: **Diana.Ghikas@ec.gc.ca**

Northwest Territories

Contact: **Donna Mulders**

Telephone: **867-669-4783**

Email: **Donna.Mulders@ec.gc.ca**

Pacific and Yukon Region

Pacific Wildlife Research Centre

Contact: **Randal Lake**

Telephone: **604-940-4646**

Email: **Randal.Lake@ec.gc.ca**

The Invasive Alien Species Partnership

Program (IASPP) aims to engage Canadians in actions to prevent, detect, and respond rapidly to invasive alien species. IASPP funded projects work to reduce the introduction and spread of invasive alien species through prevention, detection and rapid response activities. The program also helps improve Canadians' understanding and awareness of invasive alien species, and improve coordination and communications related to invasive alien species at the provincial and territorial level.

Telephone: **819-953-4254**

Email: **IASPP-PPEEE@ec.gc.ca**

Website: **www.ec.gc.ca/eee-ias/default.asp?lang=En&nav=A49893BC-1**

Canadian Environmental Assessment Agency (Environment Canada)

The **Participant Funding Program** is a limited fund to support the participation of individuals, not-for-profit organizations and Aboriginal groups in key stages of a federal environmental assessment review process. Individuals, Aboriginal groups and not-for-profit organizations may apply for participant funding providing they meet at least one of the following criteria:

- have a direct, local interest in the project, such as living or owning property in the project area;
- have community knowledge or Aboriginal traditional knowledge relevant to the environmental assessment; or
- have expert information relevant to the anticipated environmental effects of the project.

Telephone: 1-866-582-1884
Email: PFP.PAFP@ceaa-acee.gc.ca
Website: [www.ceaa.gc.ca/default.asp?
lang=En&nav=E33AE9FB-1](http://www.ceaa.gc.ca/default.asp?lang=En&nav=E33AE9FB-1)

Farm Credit Canada (FCC)

As Canada's leading agriculture lender, FCC is advancing the business of agriculture. With a healthy portfolio of more than \$19.7 billion and 17 consecutive years of portfolio growth, FCC is strong and stable – committed to serving the industry through all cycles. FCC provides financing, insurance, software, learning programs and other business services to producers, agribusinesses and agri-food operations. FCC employees are passionate about agriculture and committed to the success of customers and the industry.

FCC Agribusiness and Agri-Food

Ready to expand your business? FCC provides financing tailored to businesses that enhance the agriculture and agri-food value chain: equipment manufacturers and dealers, input providers, wholesalers and processors.

FCC Insurance

Protect your family and business with loan life and accident insurance from FCC. Peace of mind is as simple as adding insurance to your loan application or to your existing FCC loan.

FCC Learning

Invest in yourself and enhance your farm management knowledge. Learn new skills through our free workshops, learning tours, forums and publications.

FCC Loans

The right loan with a flexible combination of terms, security and payment schedule can make all the difference. Build financing that fits your farm or agribusiness.

FCC Management Software

Make more informed decisions with Canada's #1 selling agricultural software: AgExpert Analyst for accounting and Field Manager PRO for field and crop record management.

Telephone: 1-800-387-3232 or
1-888-332-3301 (for extended hours)
Website: www.fcc-fac.ca/en/

Federal Economic Development Agency for Southern Ontario (FedDev Ontario)

The **Community Adjustment Fund (CAF)** is the Government of Canada's two-year, \$1 billion economic stimulus measure announced as part of Canada's Economic Action Plan. The purpose of this initiative is to act quickly to help minimize the impacts of the global economic downturn by creating employment opportunities. It will also assist communities, particularly those with a reliance on resource-based industries and the manufacturing sector, to adjust and restructure their economy.

Telephone: **1-866-593-5505**

Website: www.feddevontario.gc.ca/eic/site/723.nsf/eng/h_00100.html

The **Community Futures (CF) Program** supports 61 Community Futures Development Corporations (CFDCs) in Ontario. CFDCs offer a wide variety of programs and services supporting community economic development and small business growth. In particular, they provide:

- Strategic community planning and socio-economic development;
- Support for community-based projects;
- Business information and planning services; and
- Access to capital for small and medium-sized businesses and social enterprises.

Applications under the CF Program are submitted directly to CFDCs.

Telephone: **1-866-593-5505**

Website: www.feddevontario.gc.ca/eic/site/723.nsf/eng/h_00041.html

The **Eastern Ontario Development Program (EODP)** promotes socio-economic development in Eastern Ontario by targeting 5 priority areas:

- Business and community development;
- Skills development;
- Access to capital;
- Retention and attraction of youth; and
- Technological enhancements.

Funding and support of the EODP is delivered via the Community Futures Development Corporations

(CFDCs) located throughout Eastern Ontario, and the Eastern Ontario CFDCs Network Inc. Applications under the EODP are submitted directly to CFDCs. Co-operatives can apply directly to FedDev for the regional project component.

Telephone: **1-866-593-5505**

Website: www.feddevontario.gc.ca/eic/site/723.nsf/eng/h_00042.html

Economic Development Initiative (EDI)

FedDev Ontario is investing \$4 million through the EDI to support business and economic development activities that encourage sustainable growth in Southern Ontario's Francophone communities (the official language minority community in Ontario), in two priority areas:

- Community Strategic Planning activities that enhance the economic base and competitiveness of communities and SMEs
- Business and Economic Development activities that respond to the needs, and foster economic growth of these communities in various sectors.

Telephone: **1-866-593-5505**

Website: www.feddevontario.gc.ca/eic/site/723.nsf/eng/h_00098.html

The **Graduate Enterprise Internship** provides financial support to eligible not-for-profit organizations and post-secondary institutions in southern Ontario. Internships with structured mentoring opportunities are arranged with small and medium-sized companies in southern Ontario for graduate students and recent graduates of science, technology, engineering and mathematics (STEM) programs. Only co-operatives already performing these activities are eligible.

Telephone: **1-866-593-5505**

Website: www.feddevontario.gc.ca/eic/site/723.nsf/eng/h_00335.html

The **Prosperity Initiative** encourages businesses, not-for-profit organizations and post-secondary institutions in southern Ontario to undertake projects that will result in a more productive, diversified and competitive economy in the region. Three funding streams are available:

- Productivity Enhancements (provided the co-op represents an industry sector);
- Regional Diversification (provided the co-op is regionally or community-based); and,

- Building a Competitive Advantage (provided the co-op represents an industry sector or region).

Telephone: **1-866-593-5505**

Website: www.feddevontario.gc.ca/eic/site/723.nsf/eng/h_00398.html

Scientists and Engineers in Business provides financial support to help recent graduates and graduate students in the STEM (science, technology, engineering and mathematics) fields develop their business skills so they can bring innovative ideas to the market and help grow the southern Ontario economy. Only co-operatives already performing these activities are eligible.

Telephone: **1-866-593-5505**

Website: www.feddevontario.gc.ca/eic/site/723.nsf/eng/h_00337.html

The **Southern Ontario Development Program (SODP)** was established as a core program of FedDev Ontario. It builds upon the assets and strengths of communities to create an environment where businesses can thrive and maximize Southern Ontario's potential to succeed in a knowledge-based economy. Funding under this program will go towards projects that can stimulate local economies and enhance the growth and competitiveness of local businesses and communities. Approximately \$100 million has been allocated to the SODP in 2009-10.

Telephone: **1-866-593-5505**

Website: www.feddevontario.gc.ca/eic/site/723.nsf/eng/h_00097.html

The **Technology Development Program** provides financial support to encourage research and innovation organizations, the private sector, post-secondary institutions and not-for-profit organizations to work together to accelerate the development of large-scale, advanced technologies that will result in new market opportunities for southern Ontario businesses.

Telephone: **1-866-593-5505**

Website: www.feddevontario.gc.ca/eic/site/723.nsf/eng/h_00332.html

The **Youth STEM Initiative** provides financial support to eligible not-for-profit organizations to expand, enhance and coordinate the reach and impact of educational outreach programs in science, technology, engineering and mathematics (STEM) for children and youth from

kindergarten through grade 12. Only co-operatives already performing these activities are eligible.

Telephone: **1-866-593-5505**

Website: www.feddevontario.gc.ca/eic/site/723.nsf/eng/h_00329.html

FedNor

The **Community Futures (CF) Program** supports 24 Community Futures Development Corporations (CFDCs) in Northern Ontario. CFDCs offer a wide variety of programs and services supporting community economic development and small-business growth. In particular, they provide:

- Strategic community planning and socio-economic development;
- Support for community-based projects;
- Business information and planning services; and
- Access to capital for small and medium-sized businesses and social enterprises.

These community-based, not-for-profit organizations are staffed by professionals and are each governed by local volunteer boards of directors familiar with their communities' needs, concerns and future development priorities.

Telephone: **1-877-333-6673**

Website: www.fednor.gc.ca/eic/site/fednor-fednor.nsf/eng/h_fn01468.html

The **Economic Development Initiative (EDI)** is part of the *Roadmap for Canada's Linguistic Duality Action Plan*, announced in June 2008. The Roadmap aims to strengthen linguistic duality, reinforce Canada's national identity and provide economic benefits for all Canadians. In Northern Ontario, FedNor invested \$4.5 million, through the Economic Development Initiative, to support business and economic development activities that encourage sustainable growth in Northern Ontario's Francophone communities (the official language minority community). EDI focuses on two priority areas:

- Community Strategic Planning activities that enhance the economic base and competitiveness of Francophone communities and small and medium-sized enterprises (SMEs); and
- Business and Economic Development activities that respond to the needs and foster economic growth of Francophone communities in sectors, such as Francophone tourism, culture, knowledge-based and manufacturing industries.

Telephone: 1-877-333-6673

Website: www.fednor.gc.ca/eic/site/fednor-fednor.nsf/eng/h_fn03152.html

The **Northern Ontario Development Program (NODP)** invests in projects that support community economic development, business growth and competitiveness, and innovation. The goal is to encourage economic growth, diversification, job creation and self-reliant communities in Northern Ontario. To achieve these objectives, FedNor provides financial support to viable projects led by businesses, municipalities, First Nations, community development organizations and other institutions. They also support youth internships, providing project partners with bright young minds while giving post-secondary graduates valuable work experience in Northern Ontario.

Telephone: 1-877-333-6673

Website: www.fednor.gc.ca/eic/site/fednor-fednor.nsf/eng/h_fn02348.html

Human Resources and Skills Development Canada (HRSDC)

Enabling Fund for Official Language Minority Communities (OLMCs)

Official Language Minority Communities (OLMCs) generally consist of Francophones outside of Quebec and Anglophones in Quebec. The objective of the Enabling Fund is to enhance the development and vitality of OLMCs by strengthening their capacity in the areas of human resources and community economic development, and by promoting partnerships at all levels. The Fund helps OLMCs to develop community projects and to access additional sources of funding for those projects. Rather than supporting individuals, the Fund creates conditions that enable sustainable human resources and community-wide economic development for OLMCs.

Telephone: 1 800 O-Canada (1-800-622 6232)

TTY: 1-800-926 9105

Website: www.hrsdc.gc.ca/eng/employment/employment_measures/enabling_fund/index.shtml

The **Office of Literacy and Essential Skills (OLES)** focuses on improving the Essential Skills that adult Canadians need to get a job, succeed at work, and adapt to change. The OLES provides expertise, funding,

and a wide range of free tools and resources to help address Essential Skills challenges in the workplace. These tools support employers and intermediaries to:

- better understand essential skills,
- perform needs assessments, and
- take action on essential skills upgrading.

Telephone: **1 800 O-Canada (1-800-622 6232)**

TTY: **1-800-926 9105**

Email: **es-ce@hrsdc-rhdsc.gc.ca**

Website: **www.hrsdc.gc.ca/eng/workplaceskills/LES/index.shtml**

The Opportunities Fund for Persons with Disabilities helps people with disabilities prepare for, obtain and maintain employment or self-employment. The program offers funding for local, regional and national projects.

Telephone: **1 800 O-Canada (1-800-622-6232)**

TTY: **1-800-926-9105**

Website: **www.hrsdc.gc.ca/eng/funding_programs/ofpd/index.shtml**

Temporary Foreign Worker Program

Every year, Canadian employers hire thousands of foreign workers to help address skills and labour shortages. Human Resources and Skills Development Canada (HRSDC) and Citizenship and Immigration Canada (CIC) work to ensure that the employment of foreign workers supports economic growth in Canada and helps create job opportunities for all Canadians.

Telephone: **1 800 O-Canada (1-800-622-6232)**

TTY: **1-800-926-9105**

Website: **www.hrsdc.gc.ca/eng/workplaceskills/foreign_workers/index.shtml**

Work-Sharing is an adjustment program designed to help employers and employees avoid temporary layoffs when there is a reduction in the normal level of business activity that is beyond the control of the employer. The measure provides income support to employees eligible for Employment Insurance benefits who work a temporarily reduced work-week. All applications are subject to an assessment and approval process by Service Canada.

Telephone: **1 800 O-Canada (1-800-622-6232)**

TTY: **1-800-926-9105**

Website: **www.hrsdc.gc.ca/eng/funding_programs/ws/index.shtml**

Youth Employment Strategy

- **Career Focus** provides funding for employers to help post-secondary graduates obtain career-related work opportunities in Canada to support their development of advanced skills, to help them make career-related links to the job market, and to assist them in becoming leaders in their field.

Youth Info Line: **1-800-935-5555**

Website: **www.hrsdc.gc.ca/eng/funding_programs/yes/career_focus/index.shtml**

- The **Skills Link** program helps youth facing barriers to employment – such as single parents, Aboriginal youth, young persons with disabilities, recent immigrants, youth living in rural and remote areas and high school dropouts – obtain the knowledge and develop the broad range of skills and work experience necessary to participate in the job market.

Youth Info Line: **1-800-935-5555**

Website: **www.hrsdc.gc.ca/eng/funding_programs/yes/skills_link/index.shtml**

Industry Canada (IC)

Broadband Canada: Connecting Rural Canadians

As part of Canada's Economic Action Plan, \$225 million was provided to Industry Canada over three years, beginning in 2009–2010, to develop and implement a strategy to extend broadband coverage to as many un-served and under-served households as possible. This program is by far the biggest component of this strategy. Broadband internet access is viewed as essential infrastructure for participating in today's economy, as it enables citizens, businesses and institutions to access information, services and opportunities that could otherwise be out of reach.

Telephone: **613-949-1469 or 1-877-386-2105**

TTY: **1-866-694-8389**

Fax: **613-949-1586**

Email: **largebande@ic.gc.ca**

Website: **www.ic.gc.ca/eic/site/719.nsf/eng/home**

The Canada Small Business Financing Program

seeks to increase the availability of loans for establishing, expanding, modernizing and improving small businesses. It does this by encouraging financial institutions to make their financing available to small businesses. By sharing the risk with your financial institution, the program

may help you to secure up to \$500,000. Eligible small businesses must be operating for profit in Canada and have annual gross revenues of less than \$5 million.

Small Business Financing Directorate

Telephone: **1-866-959-1699**

Fax: **613-952-0290**

Email: **CSBFP-PFPEC@ic.gc.ca**

Website: **www.ic.gc.ca/eic/site/csbfp-pfpec.nsf/eng/home**

The **Community Access Program (CAP)**

provides Canadians with affordable public access to the Internet and the skills they need to use it effectively. Under CAP, public locations like schools, libraries and community centres act as “on-ramps” to the Information Highway, and provide computer support and training. The program plays a crucial role in bridging the Digital Divide; contributing to the foundation for electronic access to government services; encouraging on-line learning and literacy; fostering the development of community-based infrastructure; and promoting Canadian e-commerce.

Telephone: **1-800-575-9200**

TTY: **1-800-465-7735**

Email: **comaccess@ic.gc.ca**

Website: **www.ic.gc.ca/eic/site/cap-pac.nsf/eng/home**

The **Computers for Schools Program**, co-founded in 1993 by Industry Canada and the TelecomPioneers, refurbishes computers and related equipment donated by governments and businesses. These computers are distributed across Canada to schools, libraries and registered not-for-profit learning organizations.

Telephone: **1-800-622-6232**

Fax: **613-957-1201**

Email: **CFS-OPE.info@ic.gc.ca**

Website: **www.ic.gc.ca/eic/site/cfs-ope.nsf/eng/home**

The **Small Business Internship Program** provides small and medium-sized enterprises with financial support to hire a post-secondary student intern to assist them in their adoption of e-business strategies to increase their productivity and competitiveness.

Website: **www.ic.gc.ca/eic/site/sbip-pspe.nsf/eng/home**

Natural Resources Canada (NRCan)

The **Canadian Industry Program for Energy Conservation (CIPEC)** is a unique industry-government partnership that promotes and encourages energy efficient improvements and reductions in greenhouse gas (GHG) emissions by offering networking opportunities, training workshops, technical guides, an electronic newsletter and financial assistance. Industrial companies, including producer co-operatives, can participate in the program as CIPEC Leaders by registering their commitment to energy efficiency and GHG reductions.

Telephone: **613-996-6891**

Email: **cipec.peeic@nrcan.gc.ca**

Website: **www.oeenrcan.gc.ca/cipec**

Dollars to \$ense Energy Management

Workshops include four one-day workshops that are offered across Canada to help owners, managers and operators of facilities become more energy efficient and improve their competitiveness.

- *Energy Management Planning* outlines how to create and integrate an action plan into an organization
- *Spot the Energy Savings Opportunities* shows how to capitalize on immediate savings through practical exercises and hands-on demonstrations
- *Energy Monitoring* shows how to measure and analyse energy use
- *Energy Efficiency Financing* improves awareness of and skills in obtaining financing for projects.

Telephone: **613-996-6585**

Email: **Innov.gen@nrcan.gc.ca**

Website: **www.oeenrcan.gc.ca/workshops**

ecoEnergy Efficiency for Buildings

NRCan's Office of Energy Efficiency (OEE) supports building owners and owners, operators and managers in the commercial and institutional sectors to manage their energy efficiently through energy management training, technical information, simulation software and access to stakeholder networks. This helps in choosing energy efficiency measures and practices for existing and new buildings.

Telephone: **613-992-3245** or **1-877-360-5500**

TTY: **613-996-4397**

Fax: **613-947-4121**

Website: **www.oeenrcan-rncan.gc.ca/corporate/buildings.cfm?attr=0**

Public Works and Government Services Canada (PWGSC)

Office of Small and Medium Enterprises (OSME)

“Helping Businesses Sell to the Government of Canada” Outreach Seminars

The Office of Small and Medium Enterprises (OSME) offers free seminars and one-on-one assistance to individuals and businesses interested in learning about how to sell goods and services to the Government of Canada. Seminar topics include:

- Overview of the contracting process
- Registering in supplier databases
- Finding key purchasing contacts
- Conducting market research through searching previously awarded contracts
- Searching for opportunities on MERX™
- Finding subcontracting opportunities
- Bidding on opportunities

National Info-line: **1-800-811-1148**

Website: **www.buyandsell.gc.ca**

Atlantic Region – Halifax

Telephone: **416-512-5577**

Facsimile: **902-426-7969**

Email: **osme-bpme-atl@pwgsc-tpsgc.gc.ca**

Québec Region – Montréal

Telephone: **819-953-7878**

Facsimile: **514-496-5891**

Email: **que.bpme@tpsgc-pwgsc.gc.ca**

Ontario Region – Toronto

Telephone: **902-426-5677** or **1-800-668-5378**

Facsimile: **416-512-5200**

Email: **ont.osme-bpme@pwgsc-tpsgc.gc.ca**

National Capital Region – Gatineau

Telephone: **514-496-3525**

Facsimile: **819-956-6123**

Email: **osme@tpsgc-pwgsc.gc.ca**

Western Region – Edmonton

Toll free: **1-866-602-0403**

Facsimile: **780-497-3506**

Email: **osme-bpme-pac@pwgsc-tpsgc.gc.ca**

Pacific Region – Vancouver

Telephone: **780-497-3601**

Facsimile: **604-775-7395**

Email: **osme-bpme-wst@pwgsc-tpsgc.gc.ca**

Service Canada

The Opportunities Fund for Persons with

Disabilities is a program designed to help people with disabilities prepare for and obtain employment or self-employment. It also assists people in developing the skills they need to keep a new job. The Opportunities Fund supports a variety of activities, in partnership with organizations from the public and private sectors, to help people with disabilities overcome the barriers they may face as they enter the job market.

Telephone: **1 800 O-Canada (1-800-622-6232)**

TTY: **1-800-926-9105**

Website: **www.servicecanada.gc.ca/eng/of/index.shtml**

Temporary Foreign Worker Program

Every year, Canadian employers hire thousands of foreign workers to help address skill and labour shortages. Human Resources and Skills Development Canada (HRSDC) and Citizenship and Immigration Canada (CIC) work to ensure that the employment of foreign workers supports economic growth in Canada and helps create job opportunities for all Canadians.

Telephone: **1 800 O-Canada (1-800-622-6232)**

TTY: **1-800-926-9105**

Website: **www.hrsdc.gc.ca/eng/workplaceskills/foreign_workers/index.shtml**

The **Work-Sharing Program** helps employers retain staff and avoid layoffs during a temporary slowdown in business. It enables employers to reduce the work week by one to three days in order to continue to pay employees' salaries. Employees who are eligible for Employment Insurance can collect benefits to make up for the reduction in hours. Work Sharing Agreements must be agreed upon by both employee and employer representatives, and approved by Service Canada.

Telephone: **1 800 O-Canada (1-800-622-6232)**

TTY: **1-800-926-9105**

Website: **www.servicecanada.gc.ca/eng/work_sharing/index.shtml**

Youth Employment Strategy (YES)

- **Career Focus** provides funding for employers to help post-secondary graduates obtain career-

related work opportunities in Canada to support their development of advanced skills, help them make links between their career and the job market, and assist them in becoming leaders in their field.

Youth Info Line: **1-800-935-5555**

Website: www.servicecanada.gc.ca/eng/epb/yi/yep/newprog/career.shtml

- **Skills Link** helps youth facing barriers to employment learn and develop the broad range of skills and work experience they need to participate in the job market.

Youth Info Line: **1-800-935-5555**

Website: www.servicecanada.gc.ca/eng/epb/yi/yep/newprog/skillslink.shtml

- **Summer Work Experience** provides wage subsidies to employers to create summer employment for secondary and post-secondary students, and support the operation of summer employment offices.

Youth Info Line: **1-800-935-5555**

Website: www.servicecanada.gc.ca/eng/epb/yi/yep/newprog/summer.shtml

Statistics Canada

The **Survey on Financing of Co-operatives** was a sample survey of co-operatives from across the country, excluding financial and housing co-operatives. Included were community service co-ops, such as arts and recreation; child care; economic development; health; agriculture co-ops; natural resources and manufacturing co-ops; and retail co-ops. The survey collected information on the amounts and types of financing available to co-operatives, as well as the challenges they face in obtaining financing. The survey was conducted on a voluntary basis for reference year 2007 and was jointly sponsored by Agriculture and Agri-Food Canada and Human Resources and Social Development Canada.

Telephone: **613-951-0875**

Email: bsstd@statcan.gc.ca

Website: www.statcan.gc.ca/cgi-bin/imdb/p2SV.pl?Function=getSurvey&SDDS=5150&lang=en&db=imdb&adm=8&dis=2

Transport Canada

The **Road Safety Research and Outreach Program** promotes road-user, road infrastructure and vehicle safety for the increased safety of the traveling public. The program and its partners (e.g. provinces/territories, police, universities, non-profit organizations (NGO's) conduct research and data analysis; develop and monitor safety interventions and performance measures; share knowledge; and engage in communications activities.

Telephone: **613-993-4463**

Email: **Paul.Boase@tc.gc.ca**

Western Economic Development (WD)

The **Economic Development Initiative (EDI)** aims to help individuals, businesses, youth and immigrants to flourish in the language of their choice and in their communities. WD will invest \$3.2 million through the EDI over five years towards projects that support business and economic development and encourage sustainable growth in Western Canada's Francophone communities. WD will work with the Francophone Economic Development Organizations and members of the Western Canada Business Service Network to serve the needs of francophone entrepreneurs and western Official Language Minority Communities.

Telephone: **780-495-4164** or **1-888 338-9378**

TTY: **1-877-303-3388**

Fax: **780-495-4557**

Email: **info@wd-deo.gc.ca**

Website: **www.wd.gc.ca/eng/11564.asp**

The **Western Canada Business Service Network** consists of several integrated organizations that provide entrepreneurs with services and resources to help Western Canadians start to grow and expand their businesses. This network of more than 100 offices across the West, includes:

- **Canada Business** reduces the complexity of dealing with various levels of government by serving as a single point of access for information on federal and provincial/territorial government services, programs and regulatory requirements for business.
- **Community Futures** offer a variety of services to rural entrepreneurs, including business counseling, loan programs and services targeted to youth and entrepreneurs with disabilities.

- **Women's Enterprise Initiative** offices provide loans, business counseling and skills training specifically for women entrepreneurs.
- **Francophone Economic Development Organizations** provide enhanced services to Francophones, including training, access to capital, information services, networking and marketing advice.

Website: www.wd.gc.ca/eng/99.asp

The **Western Diversification Program (WDP)** is the main program through which Western Economic Diversification Canada (WD) makes strategic investments in initiatives that enhance and strengthen the economy of Western Canada. The objectives of this program include:

- A strengthened western Canadian innovation system, which connects western research with industry's commercialization focus;
- An improved business climate in Western Canada that supports increased competitiveness in global markets and sustained growth;
- Increased economic activity that improves the viability, prosperity, and quality of life for individuals and communities across Western Canada;
- Increased economic research in the areas of innovation, business development and community economic development to provide a sound base for economic development in Western Canada.

Telephone: **780-495-4164** or **1-888-338-9378**

TTY: **1-877-303-3388**

Fax: **780-495-4557**

Email: info@wd-deo.gc.ca

Website: www.wd.gc.ca/eng/301.asp

Western Economic Partnership Agreements (WEPAs) are multi-year federal-provincial funding commitments to strengthen economic activity and improve quality of life in western Canadian communities. Through the agreements, Western Economic Diversification Canada (WD) and each western province provide a matching contribution, enabling significant investments to fund projects that support federal and provincial priorities. Funding is directed to initiatives that support WD's three strategic outcomes:

- A competitive and expanded business sector in Western Canada and a strengthened western Canadian innovation system;

- Economically viable communities in Western Canada with a high quality of life; and
- Policies and programs that support the development of Western Canada. Specific priorities in some regions include tourism revitalization, development and promotion of environmental technologies, and ground-breaking health technology research and development.

Telephone: **780-495-4164** or **1-888-338-9378**

TTY: **1-877-303-3388**

Fax: **780-495-4557**

Email: **info@wd-deo.gc.ca**

Website: **www.wd.gc.ca/eng/297.asp**

PART

2

PROVINCIAL AND
TERRITORIAL PROGRAMS

Government of Yukon

Department of Economic Development

The **Yukon Venture Loan Guarantee Program** is an initiative between the Government of Yukon and Canada's financial institutions. The program is primarily focused on new or expanded activities that will have the potential to expand the Yukon economy and create new jobs. Eligible businesses include new business start-ups or expansions of businesses in the Yukon that have or project to have less than \$5 million in gross revenues and less than 100 employees. The program is restricted to those businesses registered in Yukon and that pay Yukon corporate taxes.

Telephone: **867-393-7014** or **1-800-661-0408**,
local **7014**

Fax: **867-393-6944**

Website: www.economicdevelopment.gov.yk.ca/yvlgp.html

Government of Nunavut

Department of Economic Development and Transportation

The **Small Business Support Program** is primarily focused on providing up-and-coming small businesses, community organizations and individuals with support to grow. It contains three funds:

- ***Entrepreneur Development Fund***
 - assists new business through training and other support
 - provides accounting and bookkeeping support and how to start a business courses
- ***Small Business Opportunities Fund***
 - aims to help business start-ups and expansions
 - pays for business plans and market development
- ***Sustainable Livelihood Fund***
 - supports activity in the tourism, arts and crafts and harvesting sectors
 - helps pay for large insurance premium costs

Telephone: **1-888-975 5999** or **867-975-7800**

Fax: **867-975-7870**

Email: edt@gov.nu.ca

Website: www.edt.gov.nu.ca/apps/authoring/dspPage.aspx?page=sbusiness

The **Strategic Investment Program** offers assistance to businesses, community governments, not-for-profit corporations and societies. Under this program, businesses can obtain a contribution to cover expansion or start-up costs. Community governments, not-for-profit corporations and societies can obtain funding for training, marketing and community development. There are two funds within this program:

- ***Nunavut Economic Foundations Fund*** helps build community economies and support regional economic development in key sectors of the Nunavut economy, and provides contributions for physical community assets and feasibility studies.
- ***Nunavut Equity Investment Fund*** helps a business complete a major financing package for expansion or start-up.

Website: www.edt.gov.nu.ca/apps/authoring/dspPage.aspx?page=stratinvest

Kitikmeot: (Cambridge Bay, Kugluktuk, Gjoa Haven, Kugaaruk, Taloyoak)

Contact: **Wendy Bolt**

Telephone: **1-888-975-5999** or **867-982-7442**

Fax: **867-982-3204**

Email: wbolt@gov.nu.ca

Kivalliq: (Rankin Inlet, Arviat, Whale Cove, Baker Lake, Chesterfield Inlet, Coral Harbour, Repulse Bay)

Contact: **Robert Connolly**

Telephone: **1-888-975-5999** or **867-645-8451**

Fax: **867-645-8455**

Email: rconnelly@gov.nu.ca

North Baffin: (Pond Inlet, Grise Fiord, Resolute Bay, Arctic Bay, Clyde River, Igloolik, Hall Beach)

Contact: **Nellie Erkloo**

Telephone: **1-888-899-7338** or **867-899-7344**

Fax: **867-899-7348**

Email: nerkloo@gov.nu.ca

South Baffin: (Pangnirtung, Qikiqtarjuaq, Iqaluit, Cape Dorset, Kimmirut, Sanikiluaq)

Contact: **Jorgen Gronfeldt**

Telephone: **1-888-975-5999** or **867-473-2679**

Fax: **867-473-2663**

Email: jgronfeldt@gov.nu.ca

Headquarters: (territory wide)

Contact: **Tony Bird**

Telephone: **1-888-975-5999** or **867-975-7871**

Fax: **867-975-7870**

Email: tbird@gov.nu.ca

Government of British Columbia

Ministry of Aboriginal Relations and Reconciliation

The **First Nations Clean Energy Business (FNCEB) Fund** aims to increase First Nation participation in the clean energy sector by:

- Providing capacity development funding to support activities such as feasibility studies or to engage with proponents of clean energy projects (Capacity Funding);
- Providing grants to help acquire equity positions in clean energy projects or assist in the undertaking of their own community clean energy project (Equity Grant); and
- Sharing in the revenues from clean energy projects based on new, net, incremental revenues to government derived from water rentals, land rents and eventually wind participation rents (Revenue Sharing).

First Nations Clean Energy Business Fund Applications

Contact: **Lindsay Wood**

Telephone: **1-800-880-1022**

Email: **Lindsay.Wood@gov.bc.ca**

Website: **www.gov.bc.ca/arr/economic/fncebf.html**

Ministry of Agriculture

The **Agriculture Environment and Wildlife Fund (AEWF)** provides funding to resolve key agriculture-environment issues. The fund is intended to further the environmental sustainability of the agri-food sector in British Columbia while enhancing the viability of the industry. This program recognizes the important and essential role producers play in environmental stewardship and in evaluating and promoting the adoption of conservation practices.

Contact: **Brian Baehr**

Telephone: **250-860-2967**

Email: **brian@ardcorp.ca**

Website: **www.iafbc.ca/funding_available/programs/agriculture-environment/environment.htm**

The **Agri-Food Futures Fund** aims to:

- Strengthen agri-food organizations and give rural communities more power to shape their futures.
- Accelerate the pace of innovation across the agri-food sector, facilitating adoption of new

technology and development of new market opportunities, and continue to promote a strategic approach in all areas.

- Facilitate a self-sustaining agri-food sector which leads, directs and finances its own industry development.
- Secure the future of the agri-food sector in British Columbia.

Telephone: **250-356-1662**

Fax: **250-953-5162**

Email (Inquiries about funding): **funding@iafbc.ca**

All other inquiries: **info@iafbc.ca**

Website: **www.iafbc.ca/about_us/funding_programs/aff.htm**

The **Agroforestry Industry Development Initiative** aims to:

- Develop partnerships among agroforestry practitioners and stakeholder organizations.
- Increase awareness of the benefits of agroforestry systems.
- Establish the means to link agroforestry practitioners and products with buyers and consumers.
- Develop a BC Agroforestry brand to add value for products produced from agroforestry systems.

Contact: **George Powell**

Telephone: **250-983-5114**

Email: **agroforestry@uniserve.com**

Website: **www.woodlot.bc.ca/agroforestry**

BC Agriculture Labour Market and Skills Development Initiative (ALMSDI)

Funding is available for projects that address the following key activity areas, as identified in the initiative's strategic plan:

- Ensure there are enough workers to meet employers' production goals
- Ensure the pool of available workers has the necessary skills
- Ensure employers consider factors beyond wages to attract workers
- Ensure viable employment opportunities exist and attract potential workers into the sector
- Ensure employers are able to fill job vacancies without compromising production

Telephone: **604-854-4483** or **1-866-522-3447**

Fax: **604-854-4485**

Website: **www.ardcorp.ca/index.php?page_id=31**

Canadian Agricultural Adaptation Program (CAAP)

CAAP's objective is to assist the agriculture, agri-food and agri-based product sector's ability to seize opportunities, respond to new and emerging issues, as well as to path-find and pilot solutions to new and ongoing issues in order to help it adapt and remain competitive.

Contact: **Peter Donkers**

Telephone: **250-356-6654**

Email: **pdonkers@iafbc.ca**

Website: **www.iafbc.ca/funding_available/programs/CAAP/caap.htm**

The **Emerging Sectors Initiative (ESI)** offers emerging sectors with a single window to access the wide range of funding programs we have available. The main intent is to enable innovation, collaboration and strategic approaches in emerging sectors to identify opportunities, challenges and priorities.

Telephone: **250-356-1662**

Email: **funding@iafbc.ca**

Website: **www.iafbc.ca/funding_available/programs/emerging-sectors/default.htm**

The **Islands Agri-Food Initiative** aims to:

- Enhance market development and promotion of the agri-food industry on Vancouver Island, the Gulf Islands and Powell River;
- Increase the stakeholder knowledge base in areas such as communications, economic potential, statistical data, marketing and product development;
- Facilitate the development of strategic partnerships; and
- Support increased agri-food processing as a catalyst for rural community development.

Contact: **Jamai Schile**

Telephone: **250-356-0119**

Email: **jschile@iafbc.ca**

Website: **www.iafbc.ca/funding_available/programs/IAFI/iafi.htm**

The Organic Sector Development Program

Strategic Initiative (OSDP) aims to facilitate the agriculture, agri-food, and agri-based product sector's ability to seize opportunities, to respond to new and emerging issues and to path-find and pilot solutions to new and ongoing issues in order to help it adapt and remain competitive.

Telephone: 250-260-4429
Fax: 250-260-4436
Email: office@certifiedorganic.bc.ca
Website: [www.certifiedorganic.bc.ca/
programs/osdp.php](http://www.certifiedorganic.bc.ca/programs/osdp.php)

Ministry of Community, Sport and Cultural Development

The **British Columbia Arts Council** is an independent agency that supports arts and cultural activity in communities across British Columbia. From professional dance companies to art galleries, local museums and music festivals – the Council works to enrich the lives of British Columbians in virtually every community in the province.

The Council supports a range of activities that include funding for professional artists and arts organizations, community initiatives, training and scholarships. The Council also acts as an advocate for the Arts in BC, provides public education and conducts research that helps inform provincial arts policies.

Telephone: 250-356-1718
Fax: 250-387-4099
Email: BCArtsCouncil@gov.bc.ca
Website: www.bcartscouncil.ca/index.htm

Ministry of Environment

Public Conservation Assistance Fund

The Province of British Columbia and Habitat Conservation Trust Foundation make grants available to organizations to carry out a conservation project. To assist as many groups as possible throughout the province each year, grants are modest, averaging about \$2,500 each. There is an annual limit of \$10,000 per year per project, and multi-year projects are allowed, provided they are identified as such in the first year of application and the total project life is limited to five years. There is a project lifetime limit of \$20,000 total budget for multiple year projects.

Telephone: 1-800-387-9853 or 250-940-9780 (Victoria)
Email: hctf@hctf.ca
Website: www.hctf.ca/PCAF/PCAF.html

Ministry of Public Safety and Solicitor General

The **Community Gaming Grants Program** aims to ensure that all eligible community organizations in BC have fair and equitable access to gaming funding. Youth arts, culture and sports groups are eligible for grants, as are sports organizations serving people with a disability. A sub-category of grants has been created specifically for fairs, festivals and museums.

Telephone in Victoria: **250-387-5311**

Outside Victoria: BC enquiry from Vancouver:

604-660-2421 (transfer to **250-387-5311**)

Enquiry BC from elsewhere: **1-800-663-7867**

(transfer to **250-387-5311**)

Email: **Gaming.Grants@gov.bc.ca**

Website: **www.psssg.gov.bc.ca/gaming/grants/community-gaming.htm#one**

Government of Alberta

Alberta Agriculture and Rural Development

The **Rural Electric Program** provides financial assistance directly to farmers served by electrical distribution companies, including rural electrification associations (co-operatives) and investor-owned utilities, to reduce the capital cost of constructing farm electric services.

Rural Utilities

Telephone: **780-427-0125**

Email: **Terry.Holmes@gov.ab.ca**

Website: **www1.agric.gov.ab.ca/general/progserv.nsf/all/pgmsrv14**

The **Rural Gas Program** provides financial assistance directly to rural gas distributors, including rural gas co-operatives, to reduce the capital cost of constructing rural natural gas services or upgrading gas distribution systems.

Rural Utilities

Telephone: **780-427-0125**

Email: **Terry.Holmes@gov.ab.ca**

Website: **www1.agric.gov.ab.ca/general/progserv.nsf/all/pgmsrv13**

Government of Saskatchewan

Enterprise Saskatchewan

The **Labour Sponsored Venture Capital Program** encourages Saskatchewan individuals to invest in funds or pools of capital called Labour-sponsored Venture Capital Corporations (LSVCC). These corporations invest in Saskatchewan-based small and medium-sized business. Individuals investing in the shares of a provincially registered LSVCC will be eligible for both a provincial tax credit and a federal tax credit.

Toll-free in Saskatchewan: **1-800-265-2001**

Email: **invest@enterprisesask.ca**

Website: **www.finance.gov.sk.ca/Default.aspx?DN=0889183b-22b6-49cb-a51f-cba2f40651d8**

The **Small Business Loans Associations (SBLA)** Program provides business development opportunities to entrepreneurs who have difficulties obtaining traditional and/or sufficient financing; financing beyond the traditional lenders' scope is often extended to these clients in order to contribute to the success of small entrepreneurs. The program also promotes the growth and diversification of Saskatchewan by involving existing businesses and associations to assist small start-up or existing businesses in their communities.

Contact: **Diane Phillips**

Telephone: **306-787-4707**

Fax: **306-798-0796**

Email: **Diane.Phillips@enterprisesask.ca**

Website: **www.enterprisesaskatchewan.ca/SBLA**

Ministry of Social Services

The **Affordable Home Ownership Program (AHOP)** provides financial assistance to help municipalities stimulate homeownership. It will also reimburse participating municipalities an amount up to the equivalent of five years of the education portion of the property tax to provide homeowners assistance with the purchase of a home.

Saskatchewan Housing Corporation

Telephone: **1-866-245-5758**

Email: **AHOP@gov.sk.ca**

Website: **www.socialservices.gov.sk.ca/Default.aspx?DN=24ac7f33-bf9a-42e9-8ae0-a6a3cc02e0dc**

Government of Manitoba

Manitoba Aboriginal and Northern Affairs

The **Communities Economic Development Fund (CEDF)** can provide loans and other forms of assistance including training and advisory services to all businesses (including for-profit co-operatives) north of the southern-most boundary of the 21st township in Manitoba and to Aboriginal clients throughout the province outside of Winnipeg. It can also provide financial assistance in the form of loans and guarantees to all aspects of the commercial fishing industry throughout the province. Loans can be for start-up, expansion or for business acquisition, falling under three distinct business loan types: CEDF Business Line; CEDF Equipment Line and; CEDF Builder Loan.

Telephone: **204-778-4138**

Toll-free in Manitoba: **1-800-561-4315**

Website: **www.cedf.mb.ca**

The Northern Healthy Foods Initiative

(NHFI) provides funding for the development and implementation of local and regional food system projects, delivered by local governments, community and youth groups, First Nation communities, industry, and community-based organizations. Funding assistance may be awarded to projects that address the following NHFI priority areas: Grow north projects; local community food security or food self sufficiency community planning projects; innovative community food projects; food based economic development projects; food science, plant science and nutrition education; and food-based chronic disease prevention.

Contact: **Jennell Majeran**

Telephone: **204-677-6677**

Fax: **204-677-6525**

Email: **jennell.majeran@gov.mb.ca**

Website: **www.gov.mb.ca/ana/nhfi.html**

Manitoba Agriculture, Food and Rural Initiatives (MAFRI)

The **Agricultural Sustainability Initiative (ASI)** program provides funding to Manitoba producer groups and provincial commodity organizations to conduct demonstrations or technology transfer projects on environmentally sustainable agriculture practices throughout the province. Current priority

areas for funding include: Sustainable Forage/Livestock Management; Sustainable Crop Management; and Integrated Pest Management. Projects with emphasis placed on water quality issues relating to agricultural production; ecological goods and services; and increasing efficiency of cropping systems are of high importance. Specific funding criteria do apply. Co-operatives are eligible to apply.

Contact: **Kim Wolfe**

Telephone: **204-871-4373**

Website: **www.gov.mb.ca/agriculture/research/asi**

The **Community Enterprise Development (CED) Tax Credit Program** is designed to encourage Manitobans to invest in enterprises in their communities by providing a tax incentive, while providing community-based enterprises with access to equity capital. Manitobans looking to invest up to a maximum of \$30,000 annually and approved enterprises with net and gross assets of \$10,000 and \$25 million or less respectively and no more than 200 employees may make use of this program. Investors receive 30 percent personal income tax credit on a maximum annual investment of \$30,000 (up to \$9,000 in tax credits) and eligible enterprises receive a maximum of \$1 million in repayable capital. Projects requiring larger amounts of capital may be considered on a case by case basis. Co-operatives are eligible to apply.

Economic Development Initiatives Knowledge Centre

Telephone: **204-945-2157** or **1-800-567-7334**

Website: **www.gov.mb.ca/agriculture/programs/aaa21s04.html**

Hometown Manitoba offers funding support under three program components:

- ***Hometown Mainstreet Enhancements*** support projects by contributing up to \$1,000 to non-profit organizations, small businesses and co-operatives that focus on upgrading the appearance of building exteriors, structures and exterior spaces in “main street” areas. Projects may include building facelifts/upgrading, new signage that reflects a community theme and landscaping enhancements.
- ***Hometown Meeting Places*** supports community projects that enhance “main street” areas and public places. Projects may include developing/upgrading/greening outdoor spaces and other

enhancements to exterior public and non-profit facilities that are accessible to the general community. Under the Hometown Meeting Places component, the program will contribute up to a maximum of \$5,000 to a non-profit community organization, municipality, northern community council, or co-operative to enhance community “main street” areas and public places.

- **Tree Planting** supports community greening initiatives for rural municipalities and town organizations. Tree Planting will contribute up to half of total eligible project costs, to a maximum of \$5,000. The applicant will make up the balance of eligible costs, in cash or in kind (to a maximum of 25 percent of the project costs or \$2,500, whichever is less). Projects in all categories may involve local artists in public art projects such as building murals, permanent banners and sculptures, provided they are part of a broader project that supports a community identity, cultural heritage or tourism theme. The project applicant must be a non-profit community organization, municipality, northern community council or co-operative.

Telephone: 204-945-2157 or 1-800-567-7334

Fax: 204-948-2362

Website: www.gov.mb.ca/agriculture/ri/community/ria01s09.html

The **Rural Entrepreneur Assistance (REA)** provides loan guarantees to financial institutions that are prepared to offer full-time, small and home-based businesses in rural Manitoba with the financial support they need to be successful. Loans can be made to owners/operators and co-operatives, and may be used for the purchase of fixed assets, inventory and/or working capital. Under REA, guarantees are available for individual business loans between \$10,000 and \$200,000. These loans are offered by participating lenders for up to 10-year terms at an interest rate of prime + 1 percent. If a fixed rate is preferred, the rate will be determined as negotiated between the borrower and lender.

Manitoba Agricultural Services Corporation

Telephone: 204-945-2180 or
1-800-282-8069 (ext. 2180)

Email: rbingham@masc.mb.ca

Website: www.masc.mb.ca/masc.nsf/program_rural_entrepreneur_assistance.html

The **Young Rural Aboriginal Entrepreneurship Initiative** is designed to support the growth and development of young rural Aboriginal people in entrepreneurial and business initiatives located in rural Manitoba. In today's economy, many Aboriginal people are realizing the needs of the marketplace and are actively seeking to engage in entrepreneurial activities in primary production as well as other rural-based businesses, or to find ways of adding value or capacity to the products and services they are already producing. The Young Rural Aboriginal Entrepreneurship Initiative will provide these individuals with the skills and resources to participate and profit in these endeavours.

Contact: **Laurie Crowe**

Telephone: **204-761-0551**

Email: **mgi@gov.mb.ca**

Website: **www.gov.mb.ca/agriculture/programs/aaa36s06.html**

Manitoba Agriculture, Food and Rural Initiatives; Manitoba Healthy Living, Youth and Seniors; and Entrepreneurship, Training and Trade

The **Young Entrepreneurs Program** is a component of *Partners With Youth*, which is a provincial program operated by the Departments of Agriculture, Food and Rural Initiatives, Healthy Living, Youth and Seniors and Entrepreneurship, Training and Trade. The program encourages Manitoba's young people to start their own full-time businesses and pursue self-employment as a career choice. Applications are accepted on a year-round basis from youth aged 18 to 29 years. Under the Young Entrepreneurs program, approved applicants are eligible for a grant of up to \$4,000 to help defray business start-up costs and capital expenditures.

Telephone: **204-945-4284** or

1-800-282-8069 ext. 4284

Email: **shaun.hampton@gov.mb.ca**

Website: **www.gov.mb.ca/healthyliving/youth/businesses/youngentrepreneurs.html**

Manitoba Conservation

The **Sustainable Development Innovations Fund – Waste Reduction and Pollution Prevention (WRAPP) Fund** supports projects that focus on waste reduction, pollution prevention and integrated waste management practices. Applications must focus on at least one of the identified priority

areas, including: organic waste management and composting; construction and demolition waste management; pollution prevention; and model integrated waste management system development and planning. Applicants are encouraged to form partnerships. Project proposals are accepted throughout the year and are reviewed three times annually.

Pollution Prevention Branch

Telephone: 204-945-8443 or

1-800-282-8069 (ext. 8443)

Email: sdif@gov.mb.ca

Website: www.gov.mb.ca/conservation/funding.html

Manitoba Culture, Heritage and Tourism

The Eastside Tourism Investment Program

(EASTIP) provides consultation to small enterprises for the development and expansion of sustainable tourism business opportunities on the east side of Lake Winnipeg. Qualifying projects may be eligible for financial assistance in the form of a conditional grant. Maximum grants include 50 percent of eligible project costs to a maximum of \$15,000 (e.g. of \$30,000 in eligible expenses). The proponent's minimum contribution (in cash or in kind) is 20 percent of eligible costs. Co-operatives are eligible to apply.

Tourism Secretariat

Telephone: 204-945-4505

Email: darryl.villeneuve@gov.mb.ca

Website: www.gov.mb.ca/chc/ourdept/tourism_sec.html

Manitoba Aboriginal Tourism Training Plan

(ATTP) Fund supports communities and community-based organizations to find new and innovative approaches to increase the participation of Aboriginal Manitobans in the tourism industry. The program supports the development and delivery of community-based – Aboriginal-focused – bridge training initiatives. Projects may receive grant support for up to 50 percent of eligible project costs matched by in kind and cash sources to a maximum of \$15,000 per project. Project proposals are subject to funding eligibility, considerations and project criteria. Co-operatives are eligible to apply.

Tourism Secretariat

Telephone: 204-945-4505

Email: darryl.villeneuve@gov.mb.ca

Website: www.gov.mb.ca/chc/ourdept/tourism_sec.html

Manitoba Entrepreneurship, Training and Trade

The **Advanced-Level Apprentice Hiring Incentive (ALA HI)** provides a tax credit to employers of advanced level apprentices. An eligible employer will be able to claim a 5 percent tax credit for wages paid to apprentices for levels 3, 4 and 5 up to a maximum of \$2,500 per year per apprentice. Certain eligibility criteria must be met. Co-operatives are eligible to apply.

Manitoba Tax Assistance Office

Telephone: **204-948-2115** or **1-800-782-0771**

Email: **tao@gov.mb.ca**

Website: **www.manitoba.ca/tce/apprent/finance/index.html#grants**

BizPaL Manitoba is an online, one-stop service for entrepreneurs that simplifies the process of finding information on business permits and licences from all levels of government – federal, provincial, and municipal. Through answering a series of questions, BizPal will provide you with a list of permits and licences specific to your business activities, basic information and links to more details where available.

Canada/Manitoba Business Service Centre

Telephone: **204-984-2272** or **1-800-665-2019**

TTY: **1-800-456-8466**

Email: **manitoba@canadabusiness.mb.ca**

Website: **www.bizpalmanitoba.ca/?b=46**

The BizPaS Programs and Services Directory

is a bilingual, single-window business initiative consisting of an online directory for Manitoba's programs, services, and regulatory requirements. This database is available 24/7 through the Manitoba Business Portal and includes information on program descriptions, prerequisites, eligibility requirements, contact information, links, and more. Co-operatives are encouraged to make use of this innovative new portal that connects businesses with support systems.

Bilingual Service Centre – Notre-Dame-de-Lourdes

Telephone: **204-248-7270**

Email: **BizService@gov.mb.ca**

Website: **web6.gov.mb.ca/BizPas/Home/List**

The **Business Start Program** is a loan guarantee program with an educational component. Loans to new owner-managed businesses are provided through participating financial institutions and guaranteed by the Manitoba Government. The five-year term loan

is a \$30,000 maximum amount with an interest rate of prime plus one percent and a one year deferral of principal repayment. Loan proceeds can provide funds for business registration or incorporation costs, equipment and inventory purchases, promotional costs and working capital needs.

Telephone: 204-984-2272 or 1-800-665-2019

Email: manitoba@canadabusiness.mb.ca

Website: www.canadabusiness.mb.ca/home_page/guides/guides__by_department/entrepreneurship_training_and_trade/business_start_program_bsp/

The **Early-Level Apprentices Hiring Incentive (ELA-HI)** provides a tax credit to employers of early level apprentices. Employers who are not eligible for the federal Apprenticeship Job Creation Tax Credit (AJCTC) will be able to claim a 10 percent tax credit for wages paid to apprentices in levels 1 and 2, up to a maximum of \$2,000 per year per apprentice. Both taxable and tax-exempt employers who are ineligible for the AJCTC will be able to apply for this fully refundable credit. Certain eligibility criteria must be met. Co-operatives are eligible to apply.

Manitoba Tax Assistance Office

Telephone: 204-948-2115 or 1-800-782-0771

Email: tao@gov.mb.ca

Website: www.gov.mb.ca/tce/apprent/finance/index.html#grants

The **Employment Partnerships Program** enables communities, sector associations and employers to address labour force development needs while assisting unemployed and job-threatened individuals to gain sustainable employment. Program activities may include pre-employment preparation, job-specific skills training, and on-site (hands-on) training.

Employment Manitoba, Labour Market Skills Division

Telephone: 204-945-0575 or 1-866-332-5077

Website: www.gov.mb.ca/employment/employers.html

Industry Workforce Development – Essential Skills Program

Essential Skills are the foundational skills everyone uses while performing the tasks required for their jobs. They are the foundational skills used to carry out work tasks and the building blocks for learning new ones. By partnering with Workplace Education Manitoba, Industry Workforce

Development can help organizations to identify Essential Skills requirements and develop and implement appropriate training to address gaps. These Essential Skills offer workplace benefits for employers and employees alike.

Telephone: **204-945-5643**

Email: **iwd@gov.mb.ca**

Website: **www.gov.mb.ca/tce/iwd/index.html** or
www.gov.mb.ca/tce/iwd/skills.html

Industry Workforce Development – Industry Expansion Program

The Industry Expansion Program is aimed at supporting companies that are locating new operations in Manitoba or expanding existing operations. The program assists companies by contributing to their investment in skills training for employees. Financial assistance may be available to businesses to pay for eligible expenditures related to the development and delivery of appropriate training for employees. The amount of funding assistance provided is based on the creation and maintenance of quality jobs and the economic benefit to Manitoba resulting from these new employment opportunities. For-profit co-operatives creating significant employment in a given industry sector are eligible to apply.

Telephone: **204-945-5643**

Email: **iwd@gov.mb.ca**

Website: **www.gov.mb.ca/tce/iwd/index.html** or
www.gov.mb.ca/tce/iwd/iei.html

Industry Workforce Development – Recognizing Prior Learning

Industry Workforce Development (IWD) promotes and supports the development and implementation of Recognizing Prior Learning (RPL) for workplaces in Manitoba. Whether gained formally or informally, the prior learning experiences of an organization's employees can be highly relevant and valuable. IWD supports the Recognizing Prior Learning approach to identifying, assessing and recognizing what a person knows and can do. We consult with business, labour and government, and co-ordinate RPL development projects as well as RPL training activities.

Telephone: **204-945-5643**

Email: **iwd@gov.mb.ca**

Website: **www.gov.mb.ca/tce/iwd/index.html** or
www.gov.mb.ca/tce/iwd/rpl.html

Industry Workforce Development – Sector Council Program

The Sector Council Program encourages long-range human resource planning within economic industry sectors to create high-performance workplaces. Sector Councils are dedicated to human resource development/training organizations that bring together representatives from key stakeholder groups to address changing competitive needs. The program assists with cost-shared funding, joint planning and collaboration to develop a highly skilled workforce in Manitoba. By bringing together companies, education/training providers and other labour market partners, the Sector Councils provide opportunities not readily available to individual companies.

Telephone: **204-945-5643**

Email: **iwd@gov.mb.ca**

Website: **www.gov.mb.ca/tce/iwd/index.html** or
www.gov.mb.ca/tce/iwd/associations.html

Industry Workforce Development – Workforce Development

The Workforce Development Program assists companies that require a comprehensive approach to human resource management through needs assessment, analysis and training support. The program provides human resource planning assistance and funding support for training development and delivery. After an initial assessment, the Workforce Development Team works with each company to develop a customized human resource and staff development strategy which focuses on: human resource planning, recruiting and selection strategies, human resource foundations, training and staff development funding, job analysis or succession planning. All co-operatives are eligible to apply. Additional training funds available through this program are only available to for-profit co-operatives.

Telephone: **204-945-5643**

Email: **iwd@gov.mb.ca**

Website: **www.gov.mb.ca/tce/iwd/index.html** or
www.gov.mb.ca/tce/iwd/workforce.html

The **Journeypersons Hiring Incentive (J-HI)** provides a tax credit to employers of recent graduates of apprenticeship programs. An eligible employer may earn a refundable tax credit for each of the first two twelve-month periods of permanent, full-time employment of a journeyperson for work performed in their certified

trade primarily in Manitoba. The credit equals 5 percent of wages and salaries paid to the journey person (net of other government assistance) up to \$2,500 per twelve months of employment for each journey person. Certain eligibility criteria must be met. For-profit and non-profit co-operatives are eligible to apply.

Manitoba Tax Assistance Office

Telephone: 204-948-2115 or 1-800-782-0771

Email: tao@gov.mb.ca

Website: www.gov.mb.ca/tce/apprent/jhi/index.html

Labour Market Partnerships fund communities, sector associations, unions, and employers to address labour market development, labour force development, and workforce adjustment issues to assist unemployed and job-threatened individuals to gain and/or keep sustainable employment.

Employment Manitoba, Labour Market Skills Division

Telephone: 204-945-0575 or 1-866-332-5077

Website: www.gov.mb.ca/tce/lmi/partnerships.html

The **Manitoba Industrial Opportunities Program (MIOP)** aims to secure significant business investments which would not occur in Manitoba without some level of government assistance. The major criteria in assessing the agreement will be the viability of the business proposal and its resulting benefits to the Manitoba economy. This program provides secured loan or loan guarantee assistance to recipient companies in return for fixed-asset investment and long-term job creation. A number of program requirements do apply. Co-operatives are eligible to apply for this program.

Contact: **Jeffrey Hodge**

Telephone: 204-945-1015 or 1-800-282-8069

Email: jeffrey.hodge@gov.mb.ca

Website: prdp1.ctt.gov.mb.ca/databases/BRC/ProgServ.nsf/d7db625abebe10c286256e470066aa84/8ab7af27c6a19d1a862566eb0063e9d4?OpenDocument

The **Manitoba Marketing Network (MMN)** is a non-profit organization dedicated to providing free assistance to Manitoba's small business community. The MMN provides three core services in the areas of MMN workshops, counselling and mentoring, which are designed to help entrepreneurs develop that "winning edge" and to successfully grow their businesses.

Contact: **Jason Lacasse**

Telephone: **204-945-1230**

Email: **info@manitobamarketingnetwork.ca**

Website: **www.manitobamarketingnetwork.ca/home.html**

The **Research and Innovation Program** assists organizations to research, design, and implement projects that identify innovative and/or effective ways to help individuals prepare for, find, return to, or maintain sustainable employment, and/or strengthen and promote province-wide or regional labour force development.

Employment Manitoba, Labour Market Skills Division

Telephone: **204-945-0575** or **1-866-332-5077**

Website: **www.gov.mb.ca/employment/employers.html**

The **Wage Subsidy Program** provides a subsidy to employers to assist unemployed individuals to gain sustainable employment through direct work experience. Manitoba Works is a wage subsidy program for employers who hire individuals in receipt of or eligible for income assistance.

Employment Manitoba, Labour Market Skills Division

Telephone: **204-945-0575** or **1-866-332-5077**

Website: **www.gov.mb.ca/tce/emp_work/bus_ind/wagesubs.html**

Manitoba Entrepreneurship, Training and Trade; Manitoba Agriculture, Food and Rural Initiatives; and Manitoba Innovation, Energy and Mines

Commercialization Support for Business:

- **Certification Assistance** is the fifth component of the Commercialization Support for Business program and it assists business entities to obtain plant or product certification. Certification will be limited to new product and process developments and maximum funding is set at \$15,000. Eligible activities include: International Standards Organizations certifications, Hazard Analysis Critical Control Point food safety regulations, certification from other regulators such as Canadian Food Inspection Agency/Organic Producers of Manitoba; and Canadian Standards Association Certifications. For-profit co-operatives are eligible to apply.

- **Concept Development** is the first component of the Commercialization Support for Business program. It helps business entities or individuals develop their product or process idea to the stage where it can be determined if there is sufficient commercial potential to pursue additional investment of time and money. Maximum funding is set at \$25,000 and eligible activities may include: product design, product engineering, rudimentary prototype development and early stage testing. For-profit co-operative businesses are eligible to apply.
- **Intellectual Property** is the final component of the Commercialization Support for Business program. It assists business entities or individuals with legal fees associated with securing intellectual property rights relating to their product or process. Applicants can apply under this funding stream at any time in the development process. Maximum funding is set at \$25,000 and eligible activities may include: legal work for copyrights, intellectual property and patents. For-profit co-operatives are eligible to apply.
- **Market Development** is the fourth component of the Commercialization Support for Business program. It helps business entities to prepare materials and engage in activities that will enable them to enter new markets outside of Manitoba. Maximum funding is set at \$30,000. Eligible activities include: one-time assistance with airfare to a targeted geographic area for company business, once per year tradeshow/ event assistance, development of export-related marketing materials and market research/ intelligence through the use of a consultant. For-profit co-operatives are eligible to apply.
- **Product Commercialization** is the third component of the Commercialization Support for Business program. It helps business entities move their product from the pre-commercialization stage to full-scale commercial production, implementing the new process into full scale use or integrating it with existing systems. Maximum funding is set at \$200,000 and \$20,000 for software development. Eligible activities include: internal development of new technology/products, technology transfer and productivity improvement. For-profit co-operatives are eligible to apply.

- **Product Development** is the second component of the Commercialization Support for Business program. It helps business entities with pre-commercialization activities prove that the concept is technically and financially feasible. Maximum funding is set at \$40,000 and includes eligible activities such as: technical feasibility or engineering analysis, prototype building and testing, product and process development, trial production, market research or analysis and test marketing. For-profit co-operatives are eligible to apply.

For information on Commercialization Support for Business Programs

Email: csb@gov.mb.ca

Website: www.gov.mb.ca/ctt/busdev/financial/csb

Manitoba Family Services and Consumer Affairs

Annual Operating Grant for Child Care Centres

Manitoba Family Services and Consumer Affairs offers annual operating grants to licensed, non-profit child care centres within the province. Funding is subject to a number of Child Care Regulations as per The Community Child Care Standards Act and depends on the nature of the care centre. Non-profit, child care co-operatives are eligible to apply for annual operating grant funding.

Construction, Renovations and Equipment Grants for Child Care Centres

Manitoba Family Services and Consumer Affairs offers grants for construction, renovation and equipment to licensed, non-profit child care centres within the province. Funding is subject to a number of Child Care Regulations as per The Community Child Care Standards Act and depends on the nature of the care facility. Non-profit, child care co-operatives are eligible to apply for construction, renovation and equipment grant funding.

Emergency Grants

Manitoba Family Services and Consumer Affairs offers emergency grants to licensed, non-profit child care centres within the province if, on the basis of an assessment of need, the emergency grant is necessary for the continued operation of the child care centre. Funding is subject to a number of Child Care Regulations as per The Community Child Care Standards Act. Non-profit, child care co-operatives are eligible to apply for emergency grant funding.

Enhanced Operating Grant for Nursery Schools

Manitoba Family Services and Consumer Affairs offers enhanced operating grants to licensed, non-profit nursery schools within the province. Funding is subject to a number of Child Care Regulations as per The Community Child Care Standards Act and depends on the nature of the nursery school. Non-profit, nursery school co-operatives are eligible to apply for enhanced operating grant funding.

Inclusion Support Grants – Specialized Grants for Centres and Homes

Manitoba Family Services and Consumer Affairs offers specialized grant funding for the inclusion of children with additional support needs. Funding may be used to hire additional staff or purchase equipment essential for the inclusion of one or more children who have additional support needs at the facility. Funding is subject to a number of Child Care Regulations as per The Community Child Care Standards Act. Non-profit, child care co-operatives are eligible to apply.

Recruitment Incentive Grant

Manitoba Family Services and Consumer Affairs offers Recruitment Incentive Grants to child care centers on behalf of ECEs recruited to work in licensed, non-profit child care centres in Manitoba, to a maximum of \$3,000. Funding is subject to a number of Child Care Regulations as per The Community Child Care Standards Act and provides a maximum of \$3,000 to eligible applicants. Non-profit child care co-operatives are eligible to apply.

Staff Replacement Grant

Manitoba Family Services and Consumer Affairs offers staff replacement grants to licensed, non-profit child care facilities within the province with staff enrolled in an early childhood education workplace training program. Grants may equal the actual cost of employing a replacement, but are subject to a number of eligibility criteria. Funding is subject to a number of Child Care Regulations as per The Community Child Care Standards Act. Non-profit child care co-operatives are eligible to apply.

Start-Up Grant for Child Care Centres

Manitoba Family Services and Consumer Affairs offers start up grants to licensed, non-profit child care centres within the province. Funding is subject to a number of Child Care Regulations as per The

Community Child Care Standards Act and depends on the nature of the care centre. Non-profit child care co-operatives are eligible to apply.

Training Grants for Child Care Assistants and ECE IIs

Manitoba Family Services and Consumer Affairs offers training grants for child care assistants and ECE IIs throughout the province. Funding is subject to a number of Child Care Regulations as per The Community Child Care Standards Act and provides a maximum of \$350 to eligible applicants. Non-profit child care co-operatives are eligible to apply.

For all Manitoba Family Services and Consumer Affairs programs:

Child Care Information Services

Telephone: 204-945-0776 or 1-888-213-4754

Email: cdcinfo@gov.mb.ca

Website: www.direct.gov.mb.ca/cdchtml/html/internet/en/index.html

Manitoba Healthy Living, Youth, and Seniors

The **Skill Development for Young Entrepreneurs** program is designed to enhance the skills of Manitoba's young people who have started, or plan to start their own full-time business. Approved training will provide youth with the opportunity to improve their knowledge and skills to run a successful business. Under this program, approved applicants are eligible for a grant of up to \$1,000 or \$1,500 for northern residents, to assist with the costs of completing an accredited business related training course. Applications are accepted on a year-round basis from youth aged 18 to 29 years.

Contact: **Heather-A. Hartry**

Telephone: 204-945-4764 or
1-800-282-8069, Ext. 4764

Fax: 204-945-5726

Email: heather.hartry@gov.mb.ca

Website: www.gov.mb.ca/healthyliving/youth/businesses/skilldevelopment.html

Manitoba Housing and Community Development

The **Co-operative Assistance Fund** helps to cover the costs of the development or expansion of a co-operative. Co-operatives can apply for up to \$2,000 for costs related to capital expenses needed to

achieve the objectives of the co-operative, including: costs related to initiatives promoting environmental sustainability and energy efficiency upgrades, equipment, machinery, infrastructure costs, costs related to incorporation, administration and promotion, or other expenses related to the development or expansion of the co-operative.

Co-operative Development Services

Telephone: **204-945-3748**

Toll-free in Manitoba: **1-800-567-7334**

Email: **co-ops@gov.mb.ca**

Website: **www.manitoba.co-op/index.php?page=co-op**

Co-operative Development Services are available to provide support and assistance to new and existing co-operatives. Services include: general information about co-operatives, information about financial and non-financial assistance for co-operative development, co-operative start-ups and expansions, financial assistance programs for co-operative start-ups or expansions, and support for individuals, groups and organizations wanting to develop co-operative policies and programs to address identified needs and opportunities in co-operative development. This branch also offers distinct services in the areas of incorporation, counselling services, regulations, and path-finding to other programs and services.

Telephone: **204-945-3748**

Toll-free in Manitoba: **1-800-567-7334**

Email: **co-ops@gov.mb.ca**

Website: **www.co-ops.mb.ca**

The **Co-operative Development Tax Credit Fund** is administered by the Manitoba Co-operative Association and is used to provide strategic investments, grants and technical assistance to support emerging and expanding Manitoba co-operatives and the broader development of the co-operative sector in Manitoba.

Telephone: **204-945-3748**

Toll-free in Manitoba: **1-800-567-7334**

Email: **co-ops@gov.mb.ca**

Website: **www.co-ops.mb.ca**

The **Co-operative Loans and Loans Guarantee Board** provides financial help to co-operative organizations and supports the growth and

development of the sector. The Board provides loan guarantees to viable co-operatives that are unable to get financing elsewhere on reasonable terms. Each application is treated on an individual basis and certain eligibility criteria do apply. The board can meet with you to provide general assistance with application preparation, co-op information, and information about additional assistance programs.

Telephone: **204-945-3748**

Toll-free in Manitoba: **1-800-567-7334**

Email: **co-ops@gov.mb.ca**

Website: **www.gov.mb.ca/housing/coop/coop_loanboard.html**

The **Co-operative Promotion Board** promotes the co-op movement in Manitoba by drawing on two funds to provide small grants for a variety of activities. The General Account Fund supports the promotion and development of co-op organizations and the promotion of the general welfare of co-op organizations. The Commercial Fishing Account Fund is available exclusively to promote and develop commercial fishing co-ops in the Provinces. Projects may include things such as websites, workshops, and newsletters. Projects will fall within one of four categories: development of new co-ops, general welfare of Manitoba co-ops, community economic development aspects of co-ops, and co-op research, information and education.

Contact: **Jamila Bachiri**

Telephone: **204-239-3883**

Email: **co-ops@gov.mb.ca**

Website: **www.gov.mb.ca/housing/coop/coop_loanboard.html**

The **HOMEWorks! Rental and Co-operative Housing Program** is designed to increase the supply of new affordable rental and co-operative housing for low- to moderate income Manitobans by working with non-profit and co-operative housing sectors to provide access to capital funding.

Telephone: **204-945-5566**

Toll-free in Manitoba: **1-800-689-5566**

TTY: **204-945-4796** or **1-800-855-0511**

(Manitoba Relay Service)

Email: **housing@gov.mb.ca**

Website: **www.gov.mb.ca/housing/hw_rental_coop.html**

The **Neighbourhood Housing Assistance** aims to help revitalize housing in designated neighbourhoods that are considered to be in decline. It supports homeownership and renovation initiatives by community-based groups. It can provide grants of up to \$10,000 per residence for purchase, renovations and sales tax on renovations. Non-profit housing corporations and continuing housing co-operatives are eligible to apply.

Telephone: 204-945-5566 or 1-866-689-5566

Email: Housing@gov.mb.ca

Website: www.gov.mb.ca/housing/neighbourhoods/programs/nha.html

The **Neighbourhoods Alive! Neighbourhood Renewal Fund** assists neighbourhood organizations representing residents and other local interests, in strengthening local capacity and revitalizing designated urban neighbourhoods through a broad range of locally planned and supported initiatives. Eligible initiatives fall under four categories: Neighbourhood Capacity Building; Neighbourhood Sustainability; Neighbourhood Economic Development; and Neighbourhood Well being. Non-profit co-operatives may apply and proposed projects must be located in or benefit the residents of a community designated for *Neighbourhoods Alive* support.

Telephone: 204-945-3379 or 1-866-479-6155

Email: nalive@gov.mb.ca

Website: www.gov.mb.ca/housing/neighbourhoods/programs/nrf.html

The **Proposal Development Funding (PDF)** is an interest-free loan to help private non-profit/co-operative housing organizations prepare their detailed proposal to develop affordable housing for low income households, persons with disabilities and seniors. Both new construction and redevelopment projects are eligible for PDF financing. PDF loans up to \$60,000 are available to develop each proposal, depending on the size and complexity of the housing project. PDF loans are available to groups who are or who agree to become incorporated as a private non-profit organization. Non-profit housing co-operatives are eligible to apply.

Telephone: 204-945-5566

Toll-free in Manitoba: 1-800-689-5566

Email: housing@gov.mb.ca

Website: www.gov.mb.ca/housing/hw_pdf.html

Manitoba Infrastructure and Transportation

The **Aboriginal Procurement Initiative (API)** aims to increase the participation of Aboriginal peoples and suppliers in providing goods and services to the Manitoba Government. To that end, the Manitoba Procurement Services Branch has introduced an Aboriginal Procurement Initiative (API) to increase the participation of Aboriginal businesses in providing goods and services to government. An Aboriginal business must be at least 51 percent owned and controlled and, if it has six or more full-time employees, at least one-third of its employees must be Aboriginal.

Procurement Services Branch

Telephone: **204-945-6361**

Email: **procserv@gov.mb.ca**

Website: **www.gov.mb.ca/mit/psb/api/ab_proc.html**

Manitoba Innovation, Energy and Mines

The **Mineral Exploration Assistance Program (MEAP)** provides financial assistance for non-fuel mineral exploration in Manitoba. This assistance program is designed to increase exploration and to stimulate activities that may lead to the development of new mines and industrial mineral deposits. MEAP is available to companies or individuals proposing exploration projects in Manitoba and is authorized under *The Mines and Minerals Act*. Applicants must possess a number of legal qualifications to apply and are also subject to a number of eligibility criteria. Co-operatives with appropriate eligibility and qualifications may apply.

Telephone: **204-945-6586** or **1-800-223-5215**

Email: **meap@gov.mb.ca**

Website: **www.gov.mb.ca/stem/mrd/busdev/incentives/meap-toc.html**

Manitoba Water Stewardship

The **Sustainable Development Innovations Fund – Water Stewardship Fund (WSF)** provides financial assistance to develop, implement and promote projects that maintain or improve the stewardship of Manitoba's water. Projects must address one or more of the fund's priority program areas, including: watershed management planning and implementation; water-related scientific research; education and capacity building; water conservation; and economic development. Project proposals are

accepted throughout the year and are reviewed twice a year. Grants are generally limited to \$25,000 per project, but may be considered for more. Multi-year projects may also be considered, but would require grant applications and annual reports to be submitted for review and approval every year.

Planning and Coordination Branch

Telephone: 204-945-5965 or 1-800-214-6497

Email: wsf@gov.mb.ca

Website: www.gov.mb.ca/waterstewardship/water_info/wsf/index.html#eligible

Government of Ontario

Ministry of Agriculture, Food and Rural Affairs (OMAFRA)

Agricorp – The Grain Financial Protection Program (GFPP) protects producers if their grain dealer or elevator operator defaults on payment obligations. If the grain dealer becomes insolvent, you can make a claim for the grain for which you have not received payment. When an elevator operator becomes insolvent, the Chief Inspector is authorized under the Grains Act to seize the stored grain and distribute it to owners or sell it and distribute the proceeds to the owners on a proportionate basis.

Telephone: 1-888-247-4999

Email: contact@agricorp.com

Website: www.agricorp.com/en-ca/Programs/GFPP/Pages/Overview.aspx

The **Ontario Market Investment Fund (OMIF)** is a four year \$12 million fund targeted to promote consumer awareness of Ontario-produced foods and encourages Ontarians to buy locally. Eligible applicants include:

- Strategic alliances between individuals, businesses, farmers, processors, community organizations, including not-for-profit, and/or municipalities.
- Agriculture and food industry associations in Ontario, including the food retail and the food service industry.
- Groups comprised of two or more partner organizations or businesses, including at least one food producer or processor.

Telephone: 1-888-588-4111

Email: omif.omafra@ontario.ca

Website: www.omafra.gov.on.ca/english/food/industry/omif-program.htm

The **Rural Economic Development (RED) Program** is a community development initiative that helps rural communities remove barriers to community development and economic growth and develop the tools and flexibility they need to become strong communities. The objectives of the RED Program are to create diversified business climates in rural Ontario; the creation and retention of long-term jobs; the creation of alliances and partnerships; and the development of information, tools and resources to enhance rural economic development.

Telephone: **1-888-588-4111**

Email: **red.omafra@ontario.ca**

Website: **www.omafra.gov.on.ca/english/rural/red/index.html**

Ministry of Economic Development and Trade (MEDT)

The **Eastern Ontario Development Fund (EODF)** has two funding streams: 1) Business, and 2) Regional Sector Development. The Business stream is available to businesses to help them improve their competitive position and pursue growth through the development of new products or markets. The Regional Sector Development stream is available to economic development offices, business associations or NGOs with a project that will secure investment, enhance investment attraction and lead to job creation over the next five years.

Telephone: **1-866-909-9951** or **613-542-7266**

Email: **eodf@ontario.ca**

Website: **www.ontariocanada.com/ontcan/1medt/econdev/en/ed_eodf_main_en.jsp**

Ministry of Energy

The **Community Energy Partnerships Program (CEPP)** is a grant program to support community power in Ontario. It assists community power projects through funding support of up to \$200,000. On November 26, 2010, the Ontario Minister of Energy directed the Ontario Power Authority to allow corporate co-operatives to apply for CEPP FIT grants for projects over 10 MW. Maximum funding for these projects is \$500,000.

Telephone: **416-597-2748** or **1-888-907-2377**

Email: **info@communityenergyprogram.ca**

Website: **www.communityenergyprogram.ca/Home.aspx**

Ministry of Northern Development, Mines and Forestry (MNDMF)

The **Northern Energy Program** is designed to help eligible northern organizations and businesses to pursue clean renewable energy generation capacity that will reduce their demand on external energy sources. The program will also provide assistance to clients to invest in renewable energy generation projects in Northern Ontario.

Telephone: **1-800-461-8329**

Email: **nohfc.ndm@ontario.ca**

Website: **www.mndmf.gov.on.ca/nohfc/programs/northern_energy_e.asp**

Ministry of Training Colleges and Universities (MTCU) – Employment Ontario (EO)

The **\$2,000 Employment Signing Bonus** encourages employers in the trades to register new apprentices in sectors where there is a high demand for skilled workers. This initiative will assist employers to hire and register apprentices who have left school and require upgrading to meet the registration standards for apprenticeship training. The Employer Signing Bonus is delivered in two equal installments over six months.

Employment Ontario Hotline: **1-800-387-5656**

TTY: **1-866-533-6339**

Website: **www.tcu.gov.on.ca/eng/employers/emp_bonus.html**

Northern Ontario Heritage Fund Corporation (NOHFC)

The **Emerging Technology Program (Northern Ontario)** is designed to encourage both the private and public sectors to develop exciting and viable new technologies that will contribute to future northern prosperity.

Telephone: **1-800-461-8329**

Email: **nohfc.ndm@ontario.ca**

Website: **www.mndmf.gov.on.ca/nohfc/programs/emerging_technology_e.asp**

The **Enterprises North Job Creation Program**, through the NOHFC, provides financial assistance to the private sector to help bring new jobs and economic

prosperity to the North. Eligible costs include but are not limited to:

- Capital construction costs related to the establishment or expansion of a business
- Leasehold improvements
- Purchase of new or used equipment
- Intellectual capital

Funding assistance will be in the form of repayable loans.

Telephone: **1-800-461-8329**

Email: nohfc.ndm@ontario.ca

Website: www.mndmf.gov.on.ca/nohfc/programs/enterprises_north_job_creation_e.asp

The **Northern Ontario Entrepreneur Program** aims to mobilize motivated entrepreneurs and community builders in the North to secure a prosperous economy and foster long-term job creation.

Who is Eligible? – Residents of Northern Ontario who plan to start their own for-profit business in the North. The new venture cannot be an expansion of a similar business owned by the entrepreneur and/or relatives. The proposed new business must operate full-time and result in job creation in Northern Ontario.

Telephone: **1-800-461-8329**

Email: nohfc.ndm@ontario.ca

Website: www.mndmf.gov.on.ca/nohfc/programs/northern_ontario_entrepreneur_e.asp

The **Northern Ontario Young Entrepreneur Program** aims to mobilize a new generation of entrepreneurs and community builders in the North, securing a more prosperous future for tomorrow's northern families and workers. Who is Eligible? – Residents of Northern Ontario between the ages of 18 to 29 who plan on starting their own for-profit business in the North. The new venture cannot be an expansion or natural extension of a similar business owned by the young entrepreneur and/or family members or direct relatives.

Telephone: **1-800-461-8329**

Email: nohfc.ndm@ontario.ca

Website: www.mndmf.gov.on.ca/nohfc/programs/northern_ontario_young_entrepreneur_e.asp

Government of Quebec

Investissement Québec (IQ)

Capitalization of Social Economy Companies

This program focuses on the funding of social economy enterprises through loans with grants in aid for interest.

Telephone: 1-866-870-0437

Website: www.investquebec.com/en/index.aspx?page=1292

Group Entrepreneurship Program

This program offers loan guarantees and, in some cases loans, to social economy enterprises.

Telephone: 1-866-870-0437

Website: www.investquebec.com/en/index.aspx?page=1291

Ministry of Agriculture, Fisheries and Food (MAPAQ)

Growing Forward, a Federal-Provincial-Territorial Initiative – Support for Agri-Food Innovation

This program supports innovative projects in the agri-food sector. Financial assistance complements traditional funding.

Telephone: 418-380-2110 or 1-888-222-MAPA (6272)

Website (French only): www.mapaq.gouv.qc.ca/fr/Productions/md/Programmes/Pages/Soutieninnovationagroalimentaire.aspx

Growing Forward, a Federal-Provincial-Territorial Initiative – Support program for Quebec Roundtable initiatives

This program promotes the development of new agri-food systems through financial support for research, marketing, etc.

Telephone: 418-380-2110 or 1-888-222-MAPA (6272)

Website (French only): www.mapaq.gouv.qc.ca/fr/Productions/md/Programmes/Pages/appui_initiatives_tablesfiliere.aspx

The Organic Farming Development Program provides financial support mainly for conversion to organic farming and marketing of organic products.

Telephone: 418-380-2110 or 1-888-222-MAPA (6272)

Website (French only): www.mapaq.gouv.qc.ca/fr/Productions/md/Programmes/Pages/agrbiologique.aspx

Programme de soutien aux stratégies sectorielles de développement

This program provides support for the development of sector strategies (e.g.: implementation of sector plans, development of business partnerships, etc.).

Telephone: **418-380-2110** or **1-888-222-MAPA (6272)**

Website (French only): www.mapaq.gouv.qc.ca/fr/Productions/md/Programmes/Pages/soutienauxstrategiessectoriellesdedeveloppement.aspx

The Short Circuit Regional Diversification and Marketing Program encourages a sector to offer differentiated products. Assistance supports the development and marketing of those products.

Telephone: **418-380-2110** or **1-888-222-MAPA (6272)**

Website (French only): www.mapaq.gouv.qc.ca/fr/Productions/md/Programmes/Pages/Diversificationcommercialisation.aspx

Support for Regional Agricultural and Agri-Food Development Program

This program supports the development of specific regional agri-food potential. The program offers grants.

Telephone: **418-380-2110** or **1-888-222-MAPA (6272)**

Website (French only): www.mapaq.gouv.qc.ca/fr/Productions/md/Programmes/Pages/appuiagroalimentaireregion.aspx

Ministry of Economic Development, Innovation and Export Trade (MEDIE)

Centres locaux de développement (CLD)

Local development centres provide different forms of assistance to start up or expand businesses for a variety of clientele (youth, social economy enterprises, diversification of territorial economic activities, etc.). Assistance may be in the form of grants or loans.

Telephone: **1-866-463-6642**

Website (French only): www.mdie.gouv.qc.ca/objectifs/informer/entrepreneuriat/page/instances-locales-10786/?tx_igaffichagepages_pi1%5Bmode%5D=single&tx_igaffichagepages_pi1%5BbackPid%5D=72&tx_igaffichagepages_pi1%5BcurrentCat%5D=&cHash=8df3f66da8296168c4e8564609472498

Fonds d'aide aux municipalités monoindustrielles

Two measures are helping territories and municipalities affected by closures or restructurings. One is the Programme de soutien aux territoires en difficulté (FSTD) [Support Program for Territories at Risk], administered by the Ministry of Municipal Affairs, Regions and Land Occupancy (MAMROT). The second falls under the MEDIE and is called the *Fonds d'aide aux municipalités monoindustrielles* [Single industry municipality assistance fund]. Both programs support business projects in at-risk areas.

Telephone: **1-866-463-6642**

Website (French only): www.mdeie.gouv.qc.ca/bibliotheques/programmes/aide-financiere/fonds-daide-aux-municipalites-monoindustrielles/

Fonds de soutien au développement des créneaux d'excellence

This program provides support for the implementation of strategies and action plans to develop specific economic niches. The program defrays part of the costs of eligible projects.

Telephone: **1-866-463-6642**

Website (French only): www.mdeie.gouv.qc.ca/bibliotheques/programmes/aide-financiere/fonds-de-soutien-au-developpement-des-creneaux-dexcellence

The **Green Energy Technology Demonstration Program** targets the reduction of greenhouse gases and funds part of the costs of projects meeting the established criteria.

Telephone: **418-691-5959** or **1-866-680-1884**

Website (French only): www.mdeie.gouv.qc.ca/bibliotheques/programmes/aide-financiere/programme-de-demonstration-de-technologies-vertes-pdtv

The **Local Investment Fund** provides financial assistance for the start up or expansion of businesses. The fund provides loans, loan guarantees or other types of financing (not grants).

Telephone: **1-866-463-6642**

Website (French only): www.mdeie.gouv.qc.ca/bibliotheques/programmes/aide-financiere/fonds-local-dinvestissement-fli

Programme d'aide à l'entrepreneuriat (PAEN)/ Relève : Arts et culture, Montréal

This program for co-operatives and not-for-profit (NFP) organizations encourages the start up of new enterprises in the arts and culture sector in Montréal. It provides non-repayable contributions to top up the funds invested by sponsors for their project.

Telephone: **514-499-2550** or **1-866-463-6642**

Website (French only): www.mdeie.gouv.qc.ca/bibliotheques/programmes/aide-financiere/programme-daide-a-lentrepreneuriat-paen/programme-daide-a-lentrepreneuriat-paenreleve-arts-et-culture-montreal

Programme d'aide à l'entrepreneuriat (PAEN)/Soutien à l'amorçage d'entreprises technologiques

This program fosters the emergence of technology enterprises by providing non-repayable contributions to top up the funding of sponsors.

Telephone: **1-877-511-5889**

Website (French only): www.mdeie.gouv.qc.ca/bibliotheques/programmes/aide-financiere/programme-daide-a-lentrepreneuriat-paen/programme-daide-a-lentrepreneuriat-paensoutien-a-lamorçage-dentreprises-technologiques/

Programme d'aide aux entreprises (PAE)

The purpose of this program is to support businesses with a strong focus on developing their competitiveness and accelerating their growth. Non-repayable contributions are provided to top up the funding of eligible projects.

Telephone: **1-866-463-6642**

Programme de soutien à la valorisation et au transfert (PSVT)/Soutien à l'innovation sociale et aux projets structurants

This program supports structuring projects in social or organizational innovation. Non-repayable contributions are provided.

Telephone: **418-691-5973** or **1-877-511-5889**

Programme de soutien aux partenariats et aux filières industrielles (PSPFI)

This program supports activities and projects that fall under the Department's mission (enhanced competitiveness, market or business development,

private enterprise groups, co-operatives or social economy enterprises). This program defrays part of the costs of activities or projects.

Telephone: **1-866-463-6642**

Website (French only): www.mdeie.gouv.qc.ca/bibliotheques/programmes/aide-financiere/programme-de-soutien-aux-partenariats-et-aux-filieres-industrielles-pspfi

Programme de soutien aux projets économiques (PSPE)

This program supports investment projects and product development projects that are aimed at increasing productivity and job creation.

Telephone: **1-866-463-6642**

Website (French only): www.mdeie.gouv.qc.ca/bibliotheques/programmes/aide-financiere/programme-de-soutien-aux-projets-economiques-pspe

The **Régime d'investissement coopératif (RIC)** was created to promote the capitalization of co-operatives by granting, under certain conditions, a tax benefit to investors who acquire securities issued by eligible co-operatives.

Telephone: **418-691-5978** or **1-866-680-1884**

Website (French only): www.mdeie.gouv.qc.ca/es/bibliotheques/programmes/mesures-fiscales/regime-dinvestissement-cooperatif

Ministry of Employment and Social Solidarity

The **Additional Assistance for Disabled Persons** measure encourages the hiring and retention of persons with disabilities in the workforce. Financial assistance is provided to offset the lack of productivity and to provide necessary training.

Telephone: **1-866-640-3059**

Email: centre.assistance.placement@mess.gouv.qc.ca

Website: www.emploi.quebec.net/individus/handicap/index_en.asp

Employment Integration Program for Immigrants and Visible Minorities

The purpose of this program is to foster the integration of immigrants and visible minorities into

the workforce (PRIIME). It pays part of the salary for workforce integration.

Telephone: **1-888-643-4721**

Local employment centres: www.emploiuebec.net/index_en.asp

Website: www.emploiuebec.net/individus/immigrants-minorites/priime_en.asp

Subvention aux entreprises adaptées

This program specifically targets adapted enterprises to create jobs adapted to the needs of persons with disabilities while defraying part of the pay of the person hired.

Telephone: **819-475-8701**

Website (French only): www.emploiuebec.net/entreprises/recrutement/diversite/entreprises-adaptees.asp

Wage subsidies

The *Transition to employment* component of this measure provides support for integration in sustainable jobs. The primary target is persons at risk of long-term unemployment and who need to develop certain skills. The *Work experience* component focuses more on the acquisition or improvement of specific trade-related skills. Both components involve subsidies that pay part of the salaries of the persons affected.

Telephone: **1-888-643-4721**

Website (French only): www.emploiuebec.net/entreprises/recrutement/diversite/subventions.asp

Ministry of Health and Social Services

Financial Assistance for Domestic Help Services (FADHS)

The purpose of this program is to develop a solid network of domestic help enterprises and to encourage people to purchase services from these enterprises.

Telephone: **514-873-9504** or **1-888-594-5155**

TDD: **418-682-3939** or **1-800-361-3939**

Fax: **514-864-4321** or **1-866-820-8321**

Website: www.ramq.gouv.qc.ca/en/citoyens/contributionetaidefinancieres/exonerationaidedomestique.shtml

Ministry of Municipal Affairs, Regions and Land Occupancy

Fonds conjoncturel de développement (FCD)

This fund is available to all regions except Montréal, Laval and the National Capital. Assistance is in the form of grants and is aimed at addressing economic situations.

Website (French only): www.mamrot.gouv.qc.ca/developpement-regional-et-rural/programmes/fonds-conjoncturel-de-developpement-fcd/

Fonds d'initiative et de rayonnement de la métropole (FIRM)

This fund supports initiatives that contribute to the economic, cultural and social development of the Greater Montreal region. Assistance is in the form of non-repayable contributions.

Website (French only): www.mamrot.gouv.qc.ca/metropole/developpement/fonds-dinitiative-et-de-rayonnement-de-la-metropole-firm/renseignements-generaux

The Infrastructure in Collective Entrepreneurship Program (CEIP) targets collective enterprises and covers part of the cost of infrastructure required for operations.

Website (French only): www.mamrot.gouv.qc.ca/grands-dossiers/economie-sociale/programme-dinfrastructures-en-entrepreneuriat-collectif-piec

Pacte rural

The assistance provided supports initiatives of MRCs and municipalities, as well as co-operatives and not-for-profit organizations involved in local and regional development. Assistance is in the form of grants.

Website (French only): www.mamrot.gouv.qc.ca/developpement-regional-et-rural/ruralite/pacte-rural

Ministry of Natural Resources and Wildlife

Programme d'attribution de biomasse forestière

This program specifically targets forestry co-operatives. Volumes of biomass from public forests are allocated on the basis of certain criteria.

Website (French only): www.mrn.gouv.qc.ca/forets/entreprises/entreprises-transformation-biomasse.jsp

Programme d'attribution des terres du domaine de l'État sous aménagement forestier à des fins de bleuetières

Under this program, land to grow blueberries can be allocated in public forests.

Website (French only): www.mrn.gouv.qc.ca/guichet/programmes/programmes-information-territoire.jsp?ID=2902

Programme de création d'emplois en forêt

This program funds certain specific forestry projects aimed at job creation and enhancement of forestry trade skills.

Website (French only): www.mrn.gouv.qc.ca/forets/amenagement/amenagement-oeuvre-programme.jsp

Programme de mise en valeur des ressources du milieu forestier

This program supports projects seeking new uses for forests. Funding is in the form of non-repayable contributions.

Website (French only): www.mrn.gouv.qc.ca/forets/amenagement/amenagement-programme.jsp

Ministry of Sustainable Development, Environment and Parks

Recyc-Québec administers four programs:

- **Économie sociale et mobilisation des collectivités** [Social Economy and Community Mobilization]
- **Implantation de technologies et de procédés et développement des marchés** [Implementation of Technologies and Processes and Market Development]
- **Performance des centres de tri des matières recyclables de la collecte sélective** [Performance of recyclable materials sorting centres for selective collection]
- **Performance des ICI en GMR** [Residual Materials Management Performance for Industries, Businesses and Institutions]

These programs provide financial assistance that is normally non-repayable.

Website (French only): www.recyc-quebec.gouv.qc.ca/client/fr/programmes-services/programmes.asp

Government of New Brunswick

Community Non-Profit Organizations Secretariat

The Secretariat's mandate is to provide access to support services and resources for the Community Non-profit Sector and promote the allocation of sustainable funding by provincial departments to Community Non-profit Organizations.

Contact: **Patricia MacNeven**

Telephone: **506-457-7685**

Email: **patricia.macnevin@gnb.ca**

Website: **www.gnb.ca/cnb/Promos/CNP/index-e.asp**

Department of Business New Brunswick

The **Financial Assistance to Industry Program (FAIP)** aims to provide adequate funding for capital expenditures and working capital to enable the establishment, expansion, or maintenance of eligible industries. The assistance may be provided in the form of a loan guarantee or direct loan.

Eligibility: manufacturers, processors, selected commercial service firms (business to business with focus on export activity or import displacement), full-time tourism operations and information technology companies.

Contact: **Bernie Fontaine**

Telephone: **506-453-3313**

Email: **bernie.fontaine@gnb.ca**

Website: **www2.gnb.ca/content/gnb/en/services/services_renderer.200979.html**

New Brunswick Growth aims to create sustainable employment opportunities in New Brunswick by financially stimulating small businesses to pursue opportunities within targeted sectors of the economy and to stimulate capital investment for small business start-ups, expansion, diversification, innovation, and productivity improvement.

Eligibility: manufacturers, processors, selected commercial service firms (business to business with focus on export activity or import displacement), full-time/seasonal tourism operations, information technology companies and selected cultural industries.

Contact: **Gary Belding**

Telephone: **506-453-3313**

Email: **gary.belding@gnb.ca**

Website: **www2.gnb.ca/content/gnb/en/services/services_renderer.200534.html**

The **Technology Adoption and Commercialization Program (TACP)** aims to encourage the adoption of improved technologies and processes by offsetting some of the direct costs associated with identifying and securing such technologies and processes.

Eligibility: manufacturers, processors, information and communication technology, and bio-science companies. In addition, first of its kind exportable services may be considered in other sectors in financial support of technological innovation and pre-commercial product development needs.

Contact: **Roger Cyr**

Telephone: **506-453-2727**

Email: **roger.cyr@gnb.ca**

Website: **www2.gnb.ca/content/gnb/en/services/services_renderer.10136.html**

The **Trade Assistance Program (TAP)** aims to introduce New Brunswick companies to exporting and to assist in new export market development outside Atlantic Canada. Activities funded under the program must be strategic to the export development of the applicant. Eligible clients may receive financial assistance for market reconnaissance, trade shows, out bound missions, and after sales follow up, etc.

Eligibility: manufacturers, processors or producers of a bona fide exportable product/service, technology or intellectual property of a business to business nature.

Contact: **Michel Albert**

Telephone: **506-453-3412**

Email: **michel.albert@gnb.ca**

Website: **www2.gnb.ca/content/gnb/en/services/services_renderer.10296.html**

Department of Agriculture, Aquaculture and Fisheries

Agriculture Development Programs

A variety of programs in support of New Brunswick agriculture industry development are available to eligible agri-food based co-operatives within New Brunswick (not including Caisses Populaires or Credit Unions). Eligible activities could include items such as research and innovation, business development, agricultural financing, production expansion and market development.

Telephone: **506-453-2666**

Fax: **506-453-7170**

Email: **DAAF-MAAP@gnb.ca**

Website: **www.gnb.ca/0027/agr/0022/index-e.asp**

The **Fisheries and Aquaculture Development Board** offers loans and loan guarantees to fishers and aquaculture operators. Loans are available for start-up or expansion capital costs, and loan guarantees typically guarantee operating lines of credit with financial institutions or the purchase of fishing licenses and permits.

Telephone: **506-453-2666**

Fax: **506-453-7170**

Email: **DAAF-MAAP@gnb.ca**

Website: **www2.gnb.ca/content/gnb/en/services/services_renderer.201161.html**

Department of Post-Secondary Education, Training and Labour

The **Workforce Expansion Program – Employer Wage Subsidy** provides financial assistance to businesses that are creating new jobs in New Brunswick.

Eligible Employers: Private sector businesses/Non-profit organizations/First Nations

Financial Assistance: Reimbursement rate varies according to the individual being hired: An unemployed individual who is EI eligible – 50 percent of hourly wage to a maximum of \$8/hour; an unemployed individual from a Priority Group – 70 percent of hourly wage to a maximum of \$8/hour. Duration is 12 weeks.

Contact: **Judith Morrison**

Telephone: **506-444-4651**

Email: **Judith.Morrison@gnb.ca**

Website: **www.app.infoaa.7700.gnb.ca/gnb/Pub/EServices/ListServiceDetails.asp?ServiceID1=6935&ReportType1=ALL**

Department of Social Development

2% Additional Financial Contribution

For Co-operatives under the National Housing Act Section 95 Pre-1986 Operating Agreements, a mortgage renewal at low interest rates may result in financial difficulty due to the nature of the subsidy calculation. A program exists that allows the disbursement of extra subsidy funds to the project to the point at which the co-op is required to cover the same amount of the mortgage payment as prior to the mortgage renewal. Certain criteria determine eligibility.

Contact: **Sheila Wade**

Telephone: **506-457-6943**

Email: **Sheila.Wade@gnb.ca**

The **Affordable Rental Housing Program**

provides assistance to housing co-operatives for the construction, acquisition and rehabilitation of rental housing projects. Eligible projects must create basic affordable rental units that would rent at or below the average market housing rents for comparable housing in a community or area. Eligible tenants include families, seniors, non-elderly singles, disabled households and persons with special needs.

Contact: **Sheila Wade**

Telephone: **506-457-6943**

Email: **Sheila.Wade@gnb.ca**

Website: **www2.gnb.ca/content/gnb/en/departments/social_development/promos/affordable_housing.html**

Exemption from Provincial Portion of Property Taxes

Qualifying non-profit housing organizations in New Brunswick no longer pay the provincial component of property taxes for their low-income rental housing facilities. To be eligible, an organization must be a non-profit housing corporation, or a non-profit co-operative housing association, whose primary purpose is to provide affordable rental housing for low income individuals and families.

Contact: **Sheila Wade**

Telephone: **506-457-6943**

Email: **Sheila.Wade@gnb.ca**

Project in Difficulty Program (Work-outs)

A second mortgage – repayable or forgivable – that allows a major injection of the funds to cover the cost of necessary repairs/renovations to make certain the co-op remains viable and fully occupied in a competitive market. A fully functioning Board of Directors is one of the main eligibility criteria.

Contact: **Sheila Wade**

Telephone: **506-457-6943**

Email: **Sheila.Wade@gnb.ca**

Government of Nova Scotia

Atlantic Canada Opportunities Agency

The **Atlantic Innovation Fund (AIF)** encourages partnerships among private sector firms, universities, colleges and other research institutions to develop new or improved products and services.

Telephone: 1-800-561-7862

TTY: 1-877-456-6500

Website: www.acoa-apec.ca/eng/ImLookingFor/ProgramInformation/AtlanticInnovationFund/Pages/AtlanticInnovationFund.aspx

The **Business Development Program (BDP)** can help you set up, expand or modernize your business. It can also provide financing to develop your innovative ideas and improve your competitiveness. Focusing on small-and medium-sized enterprises, this program offers interest-free loans. Non-profit organizations providing support to the business community may also qualify.

Telephone: 1-800-561-7862

TTY: 1-877-456-6500

Website: www.acoa-apec.ca/eng/ImLookingFor/ProgramInformation/Pages/ProgramDetails.aspx?ProgramID=2

Credit Union Atlantic and Co-operative Housing Federation of Canada

The **Co-operative Housing Investment Program (CHIP)** is available to all members of the Co-operative Housing Federation and provides better interest rates, free service charges and the highest deposit insurance protection in Nova Scotia.

Contact: **Debbie Hamilton** (Dartmouth office)

Telephone: 902-423-7119 or 1-866-213-2667

Email: dhamilton@chfc.ca

Website: www.chfc.coop

Nova Scotia Department of Economic and Rural Development and Tourism

Through the **Business Retention and Expansion (BRE) Program**, trained BRE staff work one-on-one with businesses to identify barriers to growth and provide tailored solutions to connect our clients with the resources and services they need to succeed. The services we offer to businesses vary and may include:

- connecting businesses to sources of capital;
- promoting local firms internationally;
- strategic marketing and business planning assistance; and
- referrals

BRE is delivered in communities across the province by Nova Scotia's 13 Regional Development Authorities.

Contact: **Holly Boston**

Telephone: **902-426-9016**

Email: **hboston@nsarda.ca**

Website: **www.nsarda.ca/bre**

A Community Economic Development

Investment Fund (CEDIF) is a pool of capital, formed through the sale of shares (or units), to persons within a defined community, created to operate or invest in local business, including co-operatives. Investors receive: a 35 percent non-refundable provincial. Income tax credit and the investment is RRSP eligible.

Contact: **Chris Payne**

Telephone: **902-424-1259**

Fax: **902-424-1263**

Email: **paynecj@gov.ns.ca**

Website: **www.gov.ns.ca/econ/cedif**

Regional Offices:

Cape Breton Region

Port Hawkesbury

Telephone: **902-625-3200**

Email: **leblanpa@gov.ns.ca**

Sydney

Telephone: **902-563-2070**

Email: **rkennedy@gov.ns.ca**

Northeastern Region

Amherst

Telephone: **902-667-3223**

Email: **smalldj@gov.ns.ca**

Antigonish

Telephone: **902-863-7539**

Email: **camerodn@gov.ns.ca**

Truro

Telephone: **902-893-6212**

Email: **alexnews@gov.ns.ca**

Capital Region

Halifax

Telephone: **902-424-4319**

Email: **olandb@gov.ns.ca**

Windsor

Telephone: **902-798-6891**

Email: **gerrarra@gov.ns.ca**

Southwestern/Valley Region

Bridgewater

Telephone: **902-530-3117**

Email: **everett@gov.ns.ca**

Kentville

Telephone: **902-679-6116**

Email: **lwatson@gov.ns.ca**

Yarmouth

Telephone: **902-742-8404**

The **Small Business Financing/Loan Guarantee Program** is a joint initiative of the Nova Scotia Co-operative Council, Credit Union Central of Nova Scotia, local credit unions, and the Nova Scotia Office of Economic and Rural Development. Amendments to the program increase the maximum loan amount from \$150,000 to \$500,000, and extend the amortization from seven to 10 years. The province is also offering an initial guarantee of 90 percent, up from 75 percent, for commercially viable, perceived higher-risk sectors. (There are also options for women in business and immigrant businesses.)

Economic and Rural Development and Tourism

Contact: **Toby Koffman**

Telephone: **902-424-4482**

Email: **koffmatg@gov.ns.ca**

Nova Scotia Co-operative Council

Contact: **Dianne Kelderman**

Telephone: **902-893-8966**

Email: **diannefk@eastlink.ca**

Website: **www.nsco-opcouncil.ca/serv_loanprogram.php**

Nova Scotia Department of Community Services

The **Shelter Enhancement Program (SEP)** assists in repairing, rehabilitating and improving existing shelters for women and children as well as youth who are victims of family violence. The program also assists in the acquisition or construction of new shelters and second-stage housing where needed. Financial assistance is in the form of a fully forgivable loan which does not have to be repaid, provided the owner adheres to the conditions of the program. The maximum total loan per unit or bed units is \$24,000. For newly developed projects, a contribution up to 100 percent of a project's capital cost may be available. Eligible clients are non-profit corporations or charities.

*Housing Services Office of the Department
of Community Services: [www.gov.ns.ca/coms/
department/contact/housingservicesoffices.html](http://www.gov.ns.ca/coms/department/contact/housingservicesoffices.html)
Website: [www.gov.ns.ca/coms/housing/
ShelterEnhancement.html](http://www.gov.ns.ca/coms/housing/ShelterEnhancement.html)*

Service Nova Scotia and Municipal Relations

Community ACCESS-ability Program funding is available to non-profit community organizations or groups and municipalities for renovations that will provide universal public accessibility or to upgrade existing accessible facilities to improve universal public accessibility. The Provincial Government will provide grants of up to two-thirds of the direct and indirect costs of renovations, installations and/or equipment, with the sponsoring organization being responsible for raising at least one-third of their improvement project's funding from other sources. The maximum grant available for an individual project is \$10,000. Priority will be given to applications demonstrating that the improvement proposed is part of an overall plan and commitment to the inclusiveness of persons with disabilities. The funds for 2011-12 are allocated but the program will be extended for at least one more year.

Contact: **Georgina Dimock**
Telephone: **902-424-5965**
Email: **dimockgm@gov.ns.ca**
Website: **[www.gov.ns.ca/snsmr/muns/infr/
access/access.asp](http://www.gov.ns.ca/snsmr/muns/infr/access/access.asp)**

Government of Prince Edward Island

Department of Fisheries, Aquaculture, and Rural Development

The **Island Community Fund** will enable non-governmental organizations and municipal governments to access funds for capital projects which will improve their capacity as vibrant and healthy communities. Non-profit Co-operatives that do not issue share dividends are eligible. The program expires March 31, 2014.

Website: **[www.gov.pe.ca/fard/index.php3?
number=1037769&lang=E](http://www.gov.pe.ca/fard/index.php3?number=1037769&lang=E)**

West Prince

Contact: **Brenda Profit**

Telephone: **902-859-8839**

Email: **bfprofit@gov.pe.ca**

East Prince

Contact: **Kellie Mulligan**

Telephone: **902-432-2705**

Email: **kamulligan@gov.pe.ca**

Evangeline

Contact: **Kellie Mulligan**

Telephone: **902-854-7250**

Email: **kamulligan@gov.pe.ca**

Rural Queens

Contact: **Nancy Murphy**

Telephone: **902-894-0347**

Email: **nkmurphy@gov.pe.ca**

Southern Kings

Contact: **Stephen Lewis**

Telephone: **902-838-0618**

Email: **sjlewis@gov.pe.ca**

Eastern Kings

Contact: **Chris Blaisdell**

Telephone: **902-687-7083**

Email: **cwblaisdell@gov.pe.ca**

Department of Innovation and Advanced Learning Innovation PEI

Human Resources Planning Program

PEI businesses that do not have a formal human resources policy and businesses that believe their current policies do not meet the needs of the business or its employees are eligible. Applicants must be sole proprietorship, partnerships, co-operatives or limited liability companies. Levels of Assistance: Up to 50 percent of the cost of engaging outside human resource expertise to assess the company's existing human resource policies and develop a human resource action plan. The maximum allowable assistance per business is \$1,000.

Telephone: **902-368-6300** or **1-800-564-3734**

Fax: **902-368-6301**

Email: **business@gov.pe.ca**

Website: **www.gov.pe.ca/photos/sites/innovationpei/file/Human%20Resources%20Planning%20Program%281%29.pdf**

Prince Edward Island Co-operative Council

The **PEI Co-operative Council CreateAction Intern (PEICC)** represents nearly 40 percent of co-operatives and credit unions located throughout PEI. The PEICC's CreateAction intern will help to advance the co-operative community, especially in rural Prince Edward Island. The intern will also help promote one of the *PEICC's* primary projects, the Community Economic Development Investment Fund (CEDIF) initiative. The CEDIF initiative is one of the Council's key projects that will help rural communities invest in local co-operatives and other businesses, thus helping to retain youth and earned wealth in the local community. The intern will promote the Community Economic Development Investment Fund (CEDIF) initiative. Currently, there are internships per year, lasting 16 months.

Telephone: **902-569-7322**

Fax: **902-569-7337**

Email: **peicc@peicc.co-op**

Government of Newfoundland and Labrador

Credit Union Deposit Guarantee Corporation Deposit Insurance on Credit Union Member Deposits

The Corporation provides deposit insurance on deposits of credit union members equal to a maximum \$250,000 per insured deposit. There are six insured deposits, including:

- Basic deposits
- Joint deposits
- Registered Retirements Savings Plans (RRSP'S)
- Registered Retirement Income Funds (RRIF'S)
- Tax Free Savings Accounts (TFSA'S)
- Trust accounts

Telephone: **709-364-4791**

Email: **billlangthorne@gov.nl.ca**

Website: **www.cudgcnl.com**

Department of Child, Youth and Family Services

Child Care Services are in place to support regulated child care services in the province. Child care refers to a child care centre or a regulated family

child care home. The services include:

- information and support to obtain and hold a licence and exceed the minimum legislated standards;
- annual equipment grant;
- funding for inclusion supports;
- funding to enhance the income of eligible Early Childhood Educators providing regulated child care;
- a \$5,000 loan forgiveness bursary to Early Childhood Education graduates of a two-year diploma program in NL with a two-year return in service agreement;
- a \$1,200 placement bursary to Early Childhood Education on-line or distance students who complete field work placements at the College of the North Atlantic;
- access to on-line Early Childhood Education courses through the College of the North Atlantic;
- access to on-line professional development opportunities available through the Association of Early Childhood Educators NL.

Telephone: **709-729-5960** or **709-729-0760**

Website: **www.gov.nl.ca/cyfs/index.html**

Department of Government Services

The **Occupational Health and Safety Inspections (OHS)** division is dedicated to promoting and protecting the health and safety of workers throughout the province. Responsibilities include the enforcement of occupational health and safety legislation, inspection of workplaces and the investigation of workplace complaints, serious accidents and fatalities. OHS recognizes that all workers have a fundamental right to a workplace that neither impairs their health nor imperils their safety. This is achieved by working with stakeholders to establish, promote and enforce workplace practices, standards and procedures.

Telephone: **1-800-563-5471**

Website: **www.gov.nl.ca/gs/ohs**

Department of Human Resources, Labour and Employment

The **Apprenticeship Wage Subsidy Program** will provide targeted supports for apprentices, including an incremental wage subsidy (~90 percent for 1st year students) for both non-EI-eligible and EI-eligible. It also supports increased awareness activities and outreach to employers, more coordinated access to wage

subsidy and other employment supports in HRLE, and greater coordination to streamline training and employment schedules.

Contact: **Thelma Reid**

Telephone: **709-729-1044**

Email: **ThelmaReid@gov.nl.ca**

Website: **www.hrle.gov.nl.ca/hrle/lmda/apprenticeship.html**

Labour Market and Career Information Hotline:

Telephone: **1-800-563-6600**

TTY: **1-866-729-4685**

Email: **LMCIHotline@gov.nl.ca**

Website: **www.lmiworks.nl.ca**

Community Employment Partnerships

Human Resources Labour and Employment (HRLE) collaborates with community agencies to deliver supports and initiatives to help individuals to prepare for, attain and maintain employment, and make the transition to a new job.

Contact: **Ken O'Brien**

Telephone: **709-729-5163**

Email: **kenobrien@gov.nl.ca**

Website: **www.hrle.gov.nl.ca/hrle/forcommunitypartners/cpp.html**

Labour Market and Career Information Hotline:

Telephone: **1-800-563-6600**

TTY: **1-866-729-4685**

Email: **LMCIHotline@gov.nl.ca**

Website: **www.lmiworks.nl.ca**

The **Job Skills Program** provides funding to employers to hire and train individuals.

For contact information: See *Community Employment Partnerships*

Website: **www.hrle.gov.nl.ca/hrle/foremployers/default.html**

The **Labour Market Development Agreement Job Creation Partnerships** provides financial support, in partnership with employers and/or community organizations, to projects that provide Employment Insurance clients with work experience leading to ongoing employment.

Contact: **Sean Hanrahan**

Telephone: **709-729-1045**

Email: **SeanHanrahan@gov.nl.ca**

Website: **www.hrle.gov.nl.ca/hrle/lmda/jcp.html**

Labour Market and Career Information Hotline:

Telephone: **1-800-563-6600**

TTY: **1-866-729-4685**

Email: **LMCIHotline@gov.nl.ca**

Website: **www.lmiworks.nl.ca**

The **Labour Market Development Agreement Wage Subsidies** provides funding to employers to encourage them to hire Employment Insurance (EI) Clients who they would not normally hire in the absence of a subsidy. Newfoundland and Labrador may also provide related employment supports to eligible individuals, including tools, equipment and short term training.

For contact information: See *Labour Market Development Agreement Job Creation*

Website: **www.hrle.gov.nl.ca/hrle/lmda/wage_subsidies.html**

Labour Market Information Services

Individuals, employers and community organizations can access a wide-range of labour market information supports and services through HRLE's toll-free Labour Market Hotline, network of 14 Career Work Centres and via online core resources to support employment, training, career, Human Resources and Labour Market development planning and decision-making.

Contact: **Katrina Locke**

Telephone: **709-729-5160**

Email: **katrinalocke@gov.nl.ca**

Website: **www.jobsinnl.ca** or **www.nlhrmanager.ca**

Labour Market and Career Information Hotline

Telephone: **1-800-563-6600**

TTY: **1-866-729-4685**

Email: **LMCIHotline@gov.nl.ca**

Website: **www.lmiworks.nl.ca**

The **Labour Market Partnerships** provides funding to support employers, employer or employee associations, community groups and communities in developing and implementing labour market strategies and activities for dealing with labour force adjustments and meeting human resource requirements. Labour Market Partnerships may be used to provide assistance for employed persons who are facing loss of employment and is delivered through third-party agencies.

Contact: **Sean Hanrahan**

Telephone: **709-729-1045**

Email: **SeanHanrahan@gov.nl.ca**

Website: **www.hrle.gov.nl.ca/hrle/lmda/Imp.html**

Labour Market and Career Information Hotline

Telephone: **1-800-563-6600**

TTY: **1-866-729-4685**

Email: **LMCIHotline@gov.nl.ca**

Website: **www.lmiworks.nl.ca**

The **Targeted Initiative for Older Workers (TIOW)**

is a federal-provincial-territorial cost-shared initiative providing support to unemployed older workers in communities affected by significant downsizing or closures through programming aimed at reintegrating them into employment. In situations where there is little likelihood of immediate employment, programming may be aimed at increasing the employability of older workers, and ensuring they remain active and productive labour market participants while their communities undergo adjustment.

Contact: **Ken O'Brien**

Telephone: **709-729-5163**

Email: **kenobrien@gov.nl.ca**

Website: **www.hrle.gov.nl.ca/hrle/findajob/tiow.html**

Labour Market and Career Information Hotline

Telephone: **1-800-563-6600**

TTY: **1-866-729-4685**

Email: **LMCIHotline@gov.nl.ca**

Website: **www.lmiworks.nl.ca**

Wage Subsidies

Employers apply for wage subsidy to HRLE and/or partner agency for Memorial University Student, Graduate and Internship Programs. Wage subsidies are provided to employers for defined durations and amounts to provide incentives to hire specific client groups. Our wage subsidies include:

- NL Works
- Graduate Employment Program
- Student Work And Service Program
- High School Program
- Student Work and Service Program Community Services
- Wage Subsidy for Persons with Disabilities
- Student Work And Service Program – Community Youth Network
- Student Work And Service Program – Memorial University (MUN)/College of the North Atlantic (CNA)

- Small Enterprise Co-op Assistance Program – MUN/CNA
- Partnership for Academic and Career Education and Employment Program (Student Work and Service Program – Above and Beyond) MUN and CNA
- Marine Co-op
- Rural Practice Medicine
- IT Tutoring for Tuition
- Faculty of Education: Rural Placement

Contact: **Ken O'Brien**

Telephone: **709-729-5163**

Email: **kenobrien@gov.nl.ca**

Website: **www.hrle.gov.nl.ca/hrle/foremployers/wagesubsidy.html**

Labour Market and Career Information Hotline

Telephone: **1-800-563-6600**

TTY: **1-866-729-4685**

Email: **LMCIHotline@gov.nl.ca**

Website: **www.lmiworks.nl.ca**

Department of Innovation, Trade and Rural Development

The **Business and Market Development Program** provides new entrepreneurs and expanding small businesses with funding to help them acquire the necessary expertise to pursue new business ideas and new markets for their products or services. It supports new growth opportunities in the economy, such as value-added manufacturing activities and export oriented opportunities. Small businesses (those with less than 50 employees and less than \$5 million in annual sales) located and operating in Newfoundland and Labrador, including Corporations, co-operatives and other similar structures are eligible to apply.

Website: **www.intrd.gov.nl.ca/intrd/starting/generalsupport/smallbus.html**

Regional Economic Development Offices:

Labrador Region

Charlottetown: **709-949-0378**

Labrador City: **709-944-4046**

Happy Valley-Goose Bay: **709-896-2400**

Postville: **709-896-2400**

Forteau: **709-931-2908**

Western Region

St. Anthony: **709-454-3508/3521**

Port Saunders: **709-861-3004/3096**

Corner Brook: 709-637-2980
Deer Lake: 709-635-2613
Stephenville: 709-643-2600
Port aux Basques: 709-695-9871

Central Region

Springdale: 709-673-3481
Baie Verte: 709-532-4772
Grand Falls-Windsor: 709-292-4450/4451
St. Alban's: 709-538-3796
Gander: 709-256-1484/1486

Eastern Region

Clareville: 709-466-4174/4183
Marystown: 709-279-5533/5531

Avalon Region

Carbonear: 709-596-4109/4116
Placentia: 709-227-1350
St. John's: 709-729-7104/7112
Ferryland: 709-432-3019

The **Business Retention and Expansion (BR&E)** is an internationally recognized economic development program by which existing local businesses are visited and interviewed to identify some of the issues limiting retention and expansion. If you are a business owner or manager, you can request to have one of our development officers visit your organization to conduct a confidential diagnostic interview. During a second follow-up meeting based on an analysis of your responses, the officer will discuss with you options that may help the retention and expansion of your firm. If you are a not-for-profit economic development organization, you can request information on BR&E trends and issues in your region. This may help in the development of your strategic plans and proposals for development initiatives. You may also be interested in becoming part of the BR&E visitation team.

Contact: **Jason Higgins**
Telephone: 709-729-5459
Email: jasonhiggins@gov.nl.ca
Website: www.intrd.gov.nl.ca/intrd/regionaldev/businessretention.html

The **Commercialization Program** bridges an identified funding and investment gap between product research and product marketing. Funding is available to private sector enterprises for activities leading to the development of innovative, market-ready products and services, including support for technology transfer activities. The program is available

to companies in Newfoundland and Labrador that have difficulty securing investment or loans to develop innovative products or services.

Email: intrd@gov.nl.ca

Website: www.intrd.gov.nl.ca/intrd/innovation/cp.html

Sector Contacts:

Life Sciences: 709-729-4208

Communications Technologies: 709-729-2208

Aerospace and Defense: 709-729-2367

Oceans/Environment: 709-729-0680

Manufacturing: 709-729-6223

Other Sectors: 709-729-1619/2685

Regional Economic Development Offices:

Labrador Region

Charlottetown: 709-949-0378

Labrador City: 709-944-4046

Happy Valley-Goose Bay: 709-896-2400

Postville: 709-896-2400

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Port aux Basques: 709-695-9871

Central Region

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Baie Verte: 709-532-4772

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St. Alban's: 709-538-3796

Gander: 709-256-1484/1486

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Marystown: 709-279-5533/5531

Avalon Region

Carbonear: 709-596-4109/4116

Placentia: 709-227-1350

St. John's: 709-729-7104/7112

Ferryland: 709-432-3019

The Community Capacity Building (CCB)

provides training and supports development sessions based on a series of accredited program modules for economic development. CCB training modules and economically focused planning sessions are available

province-wide for interested stakeholders with a clear link to economic and business development. Funding is available to not-for-profit economic development organizations including regional economic development boards, municipalities, industry/sector groups, educational institutions and any other community-based organizations involved in economic development.

For Local Regional Economic Development Offices:
See Commercialization Program Website: www.intrd.gov.nl.ca/intrd/regionaldev/capacitybuilding.html

The **Craft Industry Development Program** provides financial support to craft, gift and apparel producers and retailers, economic development organizations, and not-for-profit organizations. Funding is available for projects that contribute to the long-term viability of the business or organization and have potential economic benefits for the craft, gift and apparel sector.

For Local Regional Economic Development Offices:
See Commercialization Program Website: www.intrd.gov.nl.ca/intrd/sectordev/craftprograms.html

The **Innovation Enhancement Program** provides assistance to public sector institutions, not-for-profit groups, community organizations and industry associations for projects that enhance innovation in the province. Funding is also available for the development and expansion of strategic industry clusters and for public/private research partnerships involved in the development of new technologies.

Website: www.intrd.gov.nl.ca/intrd/innovation/iep.html

Sector Contacts:

Life Sciences: **709-729-4208**

Communications Technologies: **709-729-2208**

Aerospace and Defense: **709-729-2367**

Oceans/Environment: **709-729-0680**

Manufacturing: **709-729-6223**

Other Sectors: **709-729-1619/2685**

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St. John's: 709-729-7104/7112

Ferryland: 709-432-3019

The International Trade Assistance Program

(ITAP) aims to assist Newfoundland and Labrador companies in promoting their export products and/or services in global markets through department-led trade initiatives. Financial assistance is available to small and medium-sized companies, not-for-profit organizations and post-secondary institutions directly involved in international business development for eligible applicants participating in department-led trade initiatives, including trade shows and trade missions, or specifically defined export development initiatives outside the province. Consideration will be given to applicants exporting products and/or services into new markets or launching new products or services into existing export markets. The nature of the applicant's business must be consistent with the Department's strategic economic growth sectors and cannot be used in conjunction with other funding sources to cover more than 50 percent of total eligible costs.

Trade and Export Development Division:

Telephone: 709-729-2781 or 1-800-563-2299

Email: itap@gov.nl.ca

Website: www.intrd.gov.nl.ca/intrd/inttrade/index.html

The objective of **OceanTech Global** is to support the promotion of Newfoundland and Labrador's ocean technology capabilities in national and international markets. OceanTech Global provides non-repayable contributions to small and medium-sized companies, not-for-profits, and educational institutions directly involved in the ocean technology sector for national and international travel associated with oceans-related business development activities, including trade shows, trade missions or specifically defined ocean development initiatives. Consideration and priority will be given to applicants exporting products or services into new markets or launching new products or services into existing export markets.

Innovation, Research and Technology Division:

Telephone: **709-729-3296**

Email: **oceans@gov.nl.ca**

Website: **www.intrd.gov.nl.ca/intrd/sectordev/ocean.html**

OceanTech Intelligence provides assistance to not-for-profit organizations, industry associations and public sector educational institutions for projects that support the growth of Newfoundland and Labrador's ocean technology sector. Applications will be considered for projects that demonstrate a benefit to the innovation capacity of the ocean technology sector. Eligible activities include:

- feasibility studies for specific project-based activities;
- initiatives that focus on developing institutional/ industrial partnerships;
- development and expansion of the strategic cluster to capitalize on the combined strengths, expertise and experience of its stakeholders to create a competitive advantage;
- targeted marketing to support the growth of the ocean technology sector;
- projects that support ocean observing, ocean instrumentation, defence and security, and marine transportation;
- projects that support ocean technology related to aquaculture, offshore energy, climate change, environmental protection and fisheries.

Website: **www.intrd.gov.nl.ca/intrd/sectordev/ocean.html**

Regional Economic Development Offices:

Labrador Region

Charlottetown: **709-949-0378**

Labrador City: 709-944-4046
Happy Valley-Goose Bay: 709-896-2400
Postville: 709-896-2400
Forteau: 709-931-2908

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St. Anthony: 709-454-3508/3521
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Deer Lake: 709-635-2613
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Marystown: 709-279-5533/5531

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Carbonear: 709-596-4109/4116
Placentia: 709-227-1350
St. John's: 709-729-7104/7112
Ferryland: 709-432-3019

The objective of **OceanTech Smart Growth** is to support further growth and development of small and medium-sized ocean technology companies in Newfoundland and Labrador. The program focuses on support for companies with high growth potential, as well as projects that emphasize ocean intelligence and ocean observation, vessel operations and ocean energy. The program will provide financial assistance to incorporated private sector ocean technology firms to assist with activities related to product enhancement in response to market needs. This includes, but is not limited to:

- technical expertise;
- market testing;
- market expansion;
- product and standards testing;
- product enhancement
- purchase of fixed assets;
- working capital

For Regional Economic Development Offices: See OceanTech Intelligence Website: www.intrd.gov.nl.ca/intrd/sectordev/ocean.html

The **Regional/Sectoral Diversification Fund (RSDF)** provides non-repayable contributions to eligible organizations for the development and implementation of economic initiatives that address regional and sectoral development. Funding is available to non-commercial, not-for-profit organizations, including regional economic development boards, municipalities, industry/sector groups, educational institutions and any other community-based organization involved in economic development.

For Regional Economic Development Offices: See OceanTech Intelligence Website: www.intrd.gov.nl.ca/intrd/regionaldev/rsdf.html

The **Small and Medium-sized Enterprise (SME) Fund** provides term loans and equity investments to small and medium-sized businesses in strategic growth sectors. The fund is also available to businesses which have export potential and require assistance to enter or expand in external markets. Applications, along with a business plan, will be considered from proprietorships, partnerships, corporations, co-operatives or not-for-profit commercial organizations operating within the province. Applicants must demonstrate leveraged funding, including client commitment; market potential; strong, experienced management; net economic benefit/job creation; and potential for viability, sustainability and growth.

Website: www.intrd.gov.nl.ca/intrd/starting/generalsupport/smef.html

Regional Economic Development Offices: Labrador Region

Charlottetown: **709-949-0378**

Labrador City: **709-944-4046**

Happy Valley-Goose Bay: **709-896-2400**

Postville: **709-896-2400**

Forteau: **709-931-2908**

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Carbonear: 709-596-4109/4116
Placentia: 709-227-1350
St. John's: 709-729-7104/7112
Ferryland: 709-432-3019

The **Workplace Skills Enhancement Program** helps small and medium-sized enterprises (SMEs) in strategic sectors acquire and/or up skill employees to enhance productivity and support their retention and expansion strategies. Eligible applicants include SMEs in strategic sectors as defined by provincial, industry or regional economic development strategies. It also includes co-operatives, business networks or not-for-profit organizations on behalf of SMEs.

For Regional Economic Development Offices:
See SME Fund

Website: www.intrd.gov.nl.ca/intrd/programs/WSEP.html

The **Young Entrepreneurship and Innovators Program (YEIP)** aims to advance entrepreneurship and innovation among youth throughout Newfoundland and Labrador. Individuals up to age 35, youth run ventures and not-for-profit organizations with youth-oriented projects to advance entrepreneurship and/or innovation are eligible.

For Regional Economic Development Offices:
See SME Fund

Telephone: 709-729-7121 or 1-800-563-2299
Email: yeip@gov.nl.ca
Website: www.intrd.gov.nl.ca/intrd/regionaldev/YEIP.html

Department of Justice

Victim Services Program

This is a justice service for victims, with 11 offices throughout the province. Services include:

- General information about the criminal justice system;
- Updated information on what is happening with your case;
- Pre-court preparation;
- Help with preparing a Victim Impact Statement; and
- Identifying and referring you to specialized community resources.
- Providing emotional support and short-term counseling as you prepare to go through court.

Telephone: **709-729-7970**

Email: **victimservices@gov.nl.ca**

Website: **www.justice.gov.nl.ca/just/victim_services/victim_services_program.html**

Department of Tourism, Culture and Recreation

The **Cultural Economic Development Program (CEDP)** is a support program designed to stimulate economic activity by providing financial support for heritage and professional arts activities. The objectives of the arts component are:

- to achieve job growth and to increase earned incomes for professional artists within the sector over the long-term;
- to increase capacity for market access and expansion of cultural products;
- to contribute to the stability of cultural infrastructures;
- to contribute to the growth of self-sustaining economic activity within the sector and to support growth of the cultural tourism industry.

Contact: **Eleanor Dawson**

Telephone: **709-729-7397**

Email: **eleanordawson@gov.nl.ca**

Website: **www.tcr.gov.nl.ca/tcr/artsculture/cedp**

Labour Relations Agency

Conciliation services are provided to employers and unions in unionized workplaces in an attempt to assist the parties to reach a collective agreement and avoid a

work stoppage. The Labour Relations Agency monitors the labour relations situation at worksites where collective agreements are due to expire.

Telephone: **709-729-2711**

Fax: **709-729-5905**

Email: **labour@gov.nl.ca**

Website: **www.gov.nl.ca/lra/union/conciliation.html**

Early Resolution

Assistance is provided in facilitating resolution to non-unionized workplace disputes in a timely and efficient manner through education and/or mediation with the principle parties, without requiring complex and protracted investigations.

Telephone: **709-729-2743/2742** or **1-877-563-1063**

Email: **LabourStandards@gov.nl.ca**

Website: **www.gov.nl.ca/lra/nonunion/index.html#earlyresolution**

Educational Awareness

Labour Standards staff provides awareness seminars and presentations to provide participants with a better understanding of the rights and obligations of employers and employees under the Labour Standards Act and Regulations.

Telephone: **709-729-2743/2742** or **1-877-563-1063**

Email: **LabourStandards@gov.nl.ca**

Website: **www.gov.nl.ca/lra/nonunion/index.html#educationalawareness**

Formal Investigation

When employees of a workplace believe they have received less than minimum employment standards and are unable to resolve the matter with their employer, Labour Standards staff will investigate the matter upon receipt of a written complaint. Employees who wish to file a complaint must do so within six months of their employment termination date.

Telephone: **709-729-2743/2742** or **1-877-563-1063**

Email: **LabourStandards@gov.nl.ca**

Website: **www.gov.nl.ca/lra/nonunion/index.html#investigation**

Interest-Based Negotiation (IBN)

IBN permits management and labour in a unionized workplace to reduce conflict during negotiations and interpretation of the collective agreement. Representatives of the parties attend an IBN training

workshop facilitated by a mediator. On completion of training, and with the assistance of a mediator, the parties can opt to use the IBN principles during negotiations, jointly discussing each issue in turn, developing and evaluating options, and postponing final commitment on each issue until the end of the process.

Telephone: **709-729-2711**

Fax: **709-729-5905**

Email: **labour@gov.nl.ca**

Website: **www.gov.nl.ca/lra/union/ibn.html**

Preventive Intervention is designed to enhance overall compliance and ensure that employers and employees in non-unionized workplaces are aware of the functions and services provided by the Agency. Labour Standards Officers visit workplaces to informally meet with employers and employees to discuss their rights and responsibilities pursuant to provincial legislation. These visits may be random or may target certain employers or industry sectors where non-compliance is evident.

Telephone: **709-729-2743/2742** or **1-877-563-1063**

Email: **LabourStandards@gov.nl.ca**

Website: **www.gov.nl.ca/lra/nonunion/index.html#preventative**

Preventive Mediation Program (PMP)

Representatives of the employer and labour in a unionized workplace meet with a neutral third party mediator to enhance communications, increase co-operation and resolve workplace issues through joint problem solving. The parties, together or separately, meet with the mediator to discuss options and determine which PMP components are best suited to the issue. The PMP has seven components:

- 1) Mediator Consultation;
- 2) First Agreement Orientation;
- 3) Labour Management Committee;
- 4) Joint Problem Solving Training;
- 5) Grievance Mediation;
- 6) Workplace Intervention; and
- 7) Relationship by Objectives.

Telephone: **709-729-2711**

Fax: **709-729-5905**

Email: **labour@gov.nl.ca**

Website: **www.gov.nl.ca/lra/union/pmp.html**

Telephone Counselling Services

Labour Standards staff are available to provide interpretation and service, advising parties of their rights and responsibilities related to a broad range of employment standards issues in non-unionized workplaces.

Telephone: **1-877- 563-1063**

709-729-2742 (St-Jean)

709-637-2364 (Corner Brook)

Email: **LabourStandards@gov.nl.ca**

Website: **www.gov.nl.ca/lra/nonunion/index.html#counselling**

Provincial Court of Newfoundland and Labrador

Small Claims Court

The Provincial Court of NL hears civil actions where the monetary value claimed does not exceed \$25,000. Civil actions involve disputes between individuals or between individuals and corporations. The Court tries to adjudicate a claim for debt whether payable in money or otherwise or for damages, including breach of contract. Common cases are: actions for damages arising from car accidents, failure to pay for services or goods, failure to repay loans or failure to perform services adequately (roof repair, car repairs, plumbing and carpentry).

Telephone: **709-729-1004, Option 4**

Website: **www.court.nl.ca/provincial/smallclaims/default.htm**