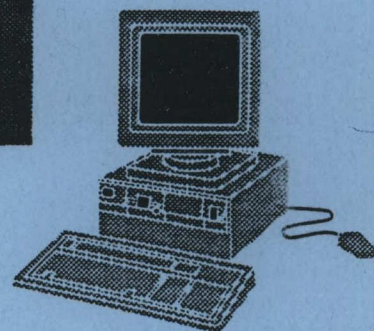
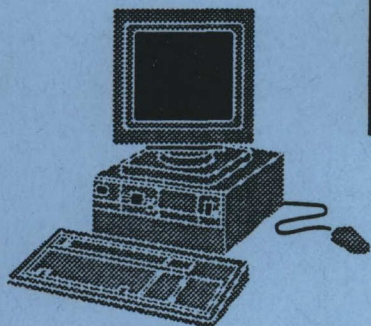


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# CANADIAN INFORMATION TECHNOLOGY (IT)

DIRECTORY OF FEDERAL AND PROVINCIAL  
GOVERNMENT ASSISTANCE PROGRAMS



FEBRUARY 1993

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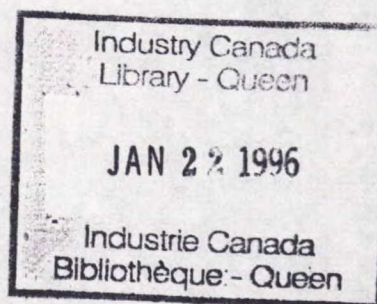
## INTRODUCTION

The purpose of this document is to provide Canadian companies interested in supplying products and/or services to the information technology (IT) industry with a guide to sources of federal and provincial government assistance to help them become more internationally competitive. The IT sector is facing increasing global competitive pressures and our economy is becoming increasingly knowledge-based. The need for Canadian IT suppliers to be internationally competitive has never been greater.

This document is solutions-driven and is not simply an alphabetical listing of government assistance programs. The starting point is a listing of what we understand to be the most frequently encountered manufacturing and management-related deficiencies of Canadian manufacturers/suppliers. Assigned to each deficiency are government assistance programs, both federal and provincial, which may offer assistance in overcoming the deficiency. The programs include those which are relevant to any Canadian firm irrespective of geographic location, and those which are geographically specific. The user of this compendium has only to identify with a deficiency or group of deficiencies, look up the referenced program, and the relevant details of the applicable program(s) are provided.

It should also be noted that some deficiencies, such as price competitiveness, may be extensions of other deficiencies and are therefore not specifically listed to avoid unnecessary repetition.

The program descriptions are intended to be brief and concise. Additional information which may assist in determining a firm's eligibility can be obtained by telephoning or faxing the responsibility centre associated with each program. These contacts are current as of February 1993. It should be emphasized that many of these programs have varying degrees of direct applicability with respect to supplier development. As well, some programs provide considerable financial support while others provide assistance of a more diagnostic/advice orientation.



The user should also note that this program directory does not purport to list all existing federal and provincial programs which may apply to the noted deficiencies. There may be a number of additional programs which are available and which are not listed in this compendium. This document was designed as a proof-of-concept directory. It is expected that additional programs will be included in subsequent editions. To obtain additional copies of this directory, or to report any omissions, please contact Dave Delcorde, Project Officer, Industry, Science & Technology Canada at (613) 954-2894 or (613) 952-8419 [FAX]. Please note also that we are in the process of preparing a French version which will be available in due course.

No publication is the product of one individual, and we are grateful for the interest and efforts of those suppliers, industry representatives and our provincial and federal colleagues who have contributed to producing this document.

# HOW TO USE THIS COMPENDIUM

This document has been developed through a consultative process with industry and government representatives. It is intended to be "solutions-oriented", addressing specific deficiencies which suppliers are experiencing in their efforts to become more internationally competitive. Instead of providing an alphabetical listing of programs, this compendium lists commonly experienced supplier deficiencies and then matches these deficiencies to federal and provincial assistance programs which are thought to provide support to correct these deficiencies.

This compendium consists of four parts. Part 1 is a summary matrix which sets out all the programs covered by this directory, their program number in the compendium, the page number, the specific deficiencies addressed by the program and the telephone number of the administering responsibility centre. Part 2 is a description of each of the fourteen most commonly experienced Canadian supplier deficiencies, organized by geographic location, which delineates the type of assistance provided by each applicable program and the page number of the actual program(s) in the compendium. Part 3 is a listing of federal and provincial government programs which provides details of the programs and a contact person. Part 4 is an alphabetical listing of the programs contained in this directory.

To use this directory, the supplier must associate his specific deficiency with one of the more generic deficiencies described in Part 2. The programs in Part 3 which are believed to address the deficiency are cross-referenced in Part 2. The user has only to turn to the more detailed description of the program in Part 3 to obtain information on the program; purpose or objective, eligibility, nature and amount of assistance, terms and conditions, and a contact for further information.

The program descriptions are necessarily short and concise. Further information may be obtained from the program contact provided at the end of the program description.

If the user is aware of a specific program which may assist him, notwithstanding the deficiency to which it is associated in this compendium, a complete alphabetical listing of the programs contained in this compendium for federal programs and provincial programs with page numbers, is provided at the end of this document.

**PART 1**

**PROGRAM DIRECTORY SUMMARY MATRIX**

<div>DEFICIENCIES</div> <div>PROGRAM</div>	1 Supplier Does Not Meet Buyer-Specified Quality Ass. Req.	2 Deficient Marketing Capabilities	3 Insufficient Commitment to Process/Product R&D	4 Environmentally Unfriendly Manufacturing Process	5 Problems with the Supplier's Suppliers	6 Inadequate Worldwide Factory and Field Support	7 Packaging Problems	8 Technologically Obsolete Products	9 Certification of Manufacturing Operations	10 Supplier Cannot Guarantee Delivery Times	11 Control/Monitoring of the Manufacturing Process	12 Workforce Training	13 Outdated Manufacturing Process	14 Capital Investment in Manufacturing
1. Technology Inflow Program (TIP) Page 1 (613)992-7883			✓					✓			✓		✓	
2. Advanced Manufacturing Technology Application Program (AMTAP) Page 2 (613)952-0198								✓	✓	✓	✓		✓	
3. Strategic Technologies Program (STP IT) Page 3 (613)954-3470			✓					✓						
4. Program for Export Market Development (PEMD) Page 4 (416)973-5053		✓												
5. Labour Market Adjustment Program (LMAP) Page 5 (613)992-1300								✓		✓		✓		
6. Technical Personnel Program Page 7 (416)325-6494	✓		✓	✓				✓	✓	✓		✓	✓	

<div>DEFICIENCIES</div> <div>PROGRAM</div>	1 Supplier Does Not Meet Buyer-Specified Quality Assurance Req.	2 Deficient Marketing Capabilities	3 Insufficient Commitment to Process/Product R&D	4 Environmentally Unfriendly Manufacturing Process	5 Problems with the Supplier's Supplier	6 Inadequate Worldwide Factory and Field Support	7 Packaging Problems	8 Technologically Obsolete Products	9 Certification of Manufacturing Operations	10 Supplier Cannot Guarantee Delivery Times	11 Control/Monitoring of the Manufacturing Process	12 Workforce Training	13 Outdated Manufacturing Process	14 Capital Investment in Manufacturing
7. Financial Services of the Federal Business Development Bank (FBDB) Page 8 (514)238-7515								✓		✓	✓		✓	✓
8. Counselling Services (FBDB) (Financial Planning, Strategic Planning) Page 9 (514)283-7515		✓			✓	✓	✓	✓		✓			✓	
9. Counselling Services (FBDB) (CASE - Business Counselling Services) Page 10 (514)283-7515		✓		✓	✓					✓		✓		
10. Innovation Assistance Program - Central Regions (IAP-CR) Page 11 (514)283-7557			✓					✓						
11. Industrial Recovery Program for Southwest Montreal (IRPSW) Page 12 (514)283-7557		✓	✓					✓			✓		✓	✓
12. Industrial Recovery Program for East End Montreal Page 13 (514)283-7557		✓	✓					✓			✓		✓	✓

<div>DEFICIENCIES</div> <div>PROGRAM</div>	1 Supplier Does Not Meet Buyer-Specified Quality Assurance Req.	2 Deficient Marketing Capabilities	3 Insufficient Commitment to Process/Product R&D	4 Environmentally Unfriendly Manufacturing Process	5 Problems with the Supplier's Supplier	6 Inadequate Worldwide Factory and Field Support	7 Packaging Problems	8 Technologically Obsolete Products	9 Certification of Manufacturing Operations	10 Supplier Cannot Guarantee Delivery Times	11 Control/Monitoring of the Manufacturing Process	12 Workforce Training	13 Outdated Manufacturing Process	14 Capital Investment in Manufacturing
<b>13. Canada-Québec Subsidiary Agreement on Industrial Development (1991)</b> Page 14 (514)283-7557			✓					✓					✓	
<b>14. Microelectronics and Systems Development Program (MSDP)</b> Page 15 (613)954-3476			✓					✓						
<b>15. FedNor Business Incentive Program (FBIP)</b> Page 16 (705)942-1327	✓	✓	✓				✓	✓	✓	✓	✓		✓	✓
<b>16. Western Diversification Program (WDP)</b> Page 18 (204)983-4472	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓
<b>17. Manufacturing Productivity Improvement Program (MPIP)</b> Page 20 (514)283-8185		✓									✓		✓	✓
<b>18. Enterprise Development Program (Industrial Component EDP)</b> Page 21 (514)283-8185		✓						✓		✓	✓		✓	✓

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DEFICIENCIES PROGRAM	1 Supplier Does Not Meet Buyer-Specified Quality Assurance Req.	2 Deficient Marketing Capabilities	3 Insufficient Commitment to Process/Product R&D	4 Environmentally Unfriendly Manufacturing Process	5 Problems with the Supplier's Suppliers	6 Inadequate Worldwide Factory and Field Support	7 Packaging Problems	8 Technologically Obsolete Products	9 Certification of Manufacturing Operations	10 Supplier Cannot Guarantee Delivery Times	11 Control/Monitoring of the Manufacturing Process	12 Workforce Training	13 Outdated Manufacturing Process	14 Capital Investment in Manufacturing
24. Alberta Heritage Foundation for Medical Research (AHFMR) - Technology Commercialization Program Page 31 (403)423-5727			✓											
25. Market Feasibility Assistance Page 33 (403)297-6284		✓												
26. Long-Term Management Assistance Program Page 34 (403)297-6284	✓	✓			✓					✓		✓		
27. Workshop/Seminar Page 35 (403)297-6284		✓				✓								
28. Tailor-Made Training Program Page 37 (403)422-4603												✓		
29. Skills Alberta Program Page 38 (403)422-4266												✓		
30. Export Loan Guarantee Program - B.C. Trade Development Corporation Page 39 (604)844-1900		✓				✓								

<div>DEFICIENCIES</div> <div>PROGRAM</div>	1 Supplier Does Not Meet Buyer-Specified Quality Assurance Req.	2 Deficient Marketing Capabilities	3 Insufficient Commitment to Process/Product R&D	4 Environmentally Unfriendly Manufacturing Process	5 Problems with the Supplier's Suppliers	6 Inadequate Worldwide Factory and Field Support	7 Packaging Problems	8 Technologically Obsolete Products	9 Certification of Manufacturing Operations	10 Supplier Cannot Guarantee Delivery Times	11 Control/Monitoring of the Manufacturing Process	12 Workforce Training	13 Outdated Manufacturing Process	14 Capital Investment in Manufacturing
<b>31. Technology Assistance Program (TAP)</b> Page 41 (604)224-4331			✓	✓				✓			✓		✓	
<b>32. Industrial Adjustment Service (IAS)</b> Page 42 (604)387-1070												✓		
<b>33. Marketing Plan Program (MPP)</b> Page 42 (204)945-2466		✓					✓							
<b>34. Trade Assistance Program - Manitoba (TAP)</b> Page 43 (204)945-2466		✓				✓								
<b>35. Information and Telecommunications Technology (INFOTECH)</b> Page 45 (204)945-5271	✓	✓			✓	✓	✓		✓		✓		✓	
<b>36. Technology Commercialization Program</b> Page 46 (204)945-2431			✓					✓			✓		✓	
<b>37. Feasibility Studies Program</b> Page 47 (204)945-2456		✓		✓			✓							

DEFICIENCIES  PROGRAM	1	2	3	4	5	6	7	8	9	10	11	12	13	14
	Supplier Does Not Meet Buyer-Specified Quality Assurance Req.	Deficient Marketing Capabilities	Insufficient Commitment to Process/Product R&D	Environmentally Unfriendly Manufacturing Process	Problems with the Supplier's Suppliers	Inadequate Worldwide Factory and Field Support	Packaging Problems	Technologically Obsolete Products	Certification of Manufacturing Operations	Supplier Cannot Guarantee Delivery Times	Control/Monitoring of the Manufacturing Process	Workforce Training	Outdated Manufacturing Process	Capital Investment in Manufacturing
38. Manitoba Industrial Opportunities Program Page 48 (204)945-2431														✓
39. Manufacturing Adaptation Program (MAP) Page 49 (204)945-2431	✓							✓			✓		✓	
40. Department of Economic Development and Tourism (EDT) Page 50 (506)453-2474											✓		✓	✓
41. Venture Capital Support Program - New Brunswick (VCSP) Page 51 (506)453-2474														✓
42. Consulting Assistance Program Page 52 (902)424-5690		✓		✓	✓		✓	✓		✓		✓		
43. Business Futures Program Product Development (PD) Page 53 (902) 424-5315		✓					✓	✓						
44. Innovation Ontario Corporation Page 54 (416)326-1025		✓						✓						

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<div>DEFICIENCIES</div> <div>PROGRAM</div>	1 Supplier Does Not Meet Buyer-Specified Quality Assurance Req.	2 Deficient Marketing Capabilities	3 Insufficient Commitment to Process/Product R&D	4 Environmentally Unfriendly Manufacturing Process	5 Problems with the Supplier's Suppliers	6 Inadequate Worldwide Factory and Field Support	7 Packaging Problems	8 Technologically Obsolete Products	9 Certification of Manufacturing Operations	10 Supplier Cannot Guarantee Delivery Times	11 Control/Monitoring of the Manufacturing Process	12 Workforce Training	13 Outdated Manufacturing Process	14 Capital Investment in Manufacturing
56. Technology Development Fund - Environmental Research & Technology Development Page 66 (418)643-9256				✓										
57. Technology Development Fund - F&D/Small Business Program Page 67 (514)982-3001			✓											
58. Small Business Enhancement (P.E.I.) Page 68 (902)368-5800													✓	✓
59. Environmental Technology Commercialization Program (ETCP) Page 69 (613)954-3205				✓										
60. New Exporters to Border States Program (NEBS) Page 70 (416)325-6663		✓												
61. Industrial Research Assistance Program (IRAP) Page 71 (613)993-3431	✓		✓	✓			✓	✓	✓		✓		✓	

DEFICIENCIES PROGRAM	1	2	3	4	5	6	7	8	9	10	11	12	13	14
	Supplier Does Not Meet Buyer-Specified Quality Assurance Req.	Deficient Marketing Capabilities	Insufficient Commitment to Process/Product R&D	Environmentally Unfriendly Manufacturing Process	Problems with the Supplier's Suppliers	Inadequate Worldwide Factory and Field Support	Packaging Problems	Technologically Obsolete Products	Certification of Manufacturing Operations	Supplier Cannot Guarantee Delivery Times	Control/Monitoring of the Manufacturing Process	Workforce Training	Outdated Manufacturing Process	Capital Investment in Manufacturing
62. Defence Industrial Research Program - National Defence (DIRP) Page 72 (613)992-8939			✓					✓						
63. Manufacturing Assessment Service (MAS) Page 73 (613)952-4782	✓	✓		✓		✓		✓	✓	✓	✓		✓	
64. Manufacturing Visits Program (MVP) Page 74 (800)661-0107	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓		✓	
65. National Research Council of Canada Page 75 (613)993-0736			✓					✓	✓		✓		✓	
66. Environmental Innovation Program Page 76 (819)956-1774				✓										
67. Unsolicited Proposals Brokerage Service Page 77 (819)956-1774			✓	✓					✓					
68. Federal Procurement Assistance Program (Federal Office of Regional Development-Quebec) (FPAP) Page 78 (514)283-7557	✓								✓					

## **PART 2**

### **FREQUENTLY ENCOUNTERED MANUFACTURING AND MANAGEMENT-RELATED DEFICIENCIES OF CANADIAN MANUFACTURERS/SUPPLIERS**

## DEFICIENCY 1

### The Supplier Does Not Meet Buyer-Specified Quality Assurance Requirements

The supplier needs to achieve and maintain or exceed buyer-specified quality assurance requirements.

#### NATIONAL ASSISTANCE PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>TYPE*</u>	<u>PAGE</u>
61	Industrial Research Assistance Program	F, D/A	71
63	Manufacturing Assessment Service (MAS)	F,D/A	73
64	Manufacturing Visits Program (MVP)	D/A	74

#### GEOGRAPHICALLY SPECIFIC PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>GEOGRAPHIC AREA</u>	<u>TYPE*</u>	<u>PAGE</u>
19	ACOA Action Program	Atlantic Canada	F	23
68	Federal Procurement Assistance Prog.	Quebec	F	78
54	Technology Fund - M.O.S.T.	Quebec	F	64
15	FedNor Bus. Incentive Program	Northern Ontario	F	16
6	Technical Personnel Program	Ontario	F	7
35	ITT-Strategic Init. Division	Manitoba	D/A	45
39	Manuf. Adaptation Program	Manitoba	F	49
22	Management Assistance Program	Alberta	D/A	28
26	Long-Term Mgmt. Assist. Program	Alberta	F	34
16	Western Diversification Program	Western Canada	F	18

\*TYPE=Type of Assistance: F=financial, D/A=diagnostic/advice

## DEFICIENCY 2

### Deficient Marketing Capabilities

A supplier needs to improve its marketing capabilities. This normally would include detailed marketing plans, a demonstrated knowledge of customers and products, the ability to respond to the changing needs of the customer, and strong marketing channels for distributing the product. This may also include export marketing capabilities.

#### NATIONAL ASSISTANCE PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>TYPE*</u>	<u>PAGE</u>
4	Program for Export Market Development (PEMD)	F	4
8	Counselling Services of the FBDB	D/A	9
9	CASE - FBDB	D/A	10
63	Manufacturing Assessment Service (MAS)	F,D/A	73
64	Manufacturing Visits Program (MVP)	D/A	74

#### GEOGRAPHICALLY SPECIFIC PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>GEOGRAPHIC AREA</u>	<u>TYPE*</u>	<u>PAGE</u>
19	ACOA Action Program	Atlantic Canada	F	23
42	Consulting Assistance Program	Nova Scotia	F	52
43	Business Futures Program	Nova Scotia	F	53
17	Manuf. Prod. Improve. Program	Central Quebec	F	20
11	Indust. Recovery Program	Southwest Montreal	F	12
12	Indust. Recovery Program	East End Montreal	F	13
18	Enterprise Development Program	Quebec	F	21
44	Innovation Ontario Corporation	Ontario	F	54
45	Small Business Dev. Corp.	Ontario	F	55
46	Trade Expansion Fund	Ontario	F	56
60	New Exports to Border States	Ontario	D/A	70
15	FedNor Bus. Incentive Program	Northern Ontario	F	16
16	Western Diversification Program	Western Canada	F	18
33	Marketing Plan Program	Manitoba	F	43
34	Trade Assistance Program	Manitoba	F	44
35	ITT-Strategic Initiatives Division	Manitoba	D/A	45
37	Feasibility Studies Program	Manitoba	F	47
25	Market Fesibility Assistance	Alberta	F	33
22	Management Assistance Program	Alberta	D/A	28
26	Long-Term Mgmt. Assist. Prog.	Alberta	F	34
27	Workshop/Seminar Program	Alberta	F	35
30	Export Loan Guarantee Program	B.C.	F	39

\*TYPE=Type of Assistance: F=financial, D/A=diagnostic/advice

### DEFICIENCY 3

#### Insufficient Commitment to Process/Product Research & Development

A supplier needs to improve its commitment to Research & Development specifically focused toward better manufacturing and new and improved product development, to ensure products remain at the "leading edge".

#### NATIONAL ASSISTANCE PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>TYPE*</u>	<u>PAGE</u>
1	Technology Inflow Program (TIP)	F,D/A	1
3	Strategic Technologies Program - IT (STP-IT)	F	3
14	Microelectronics and Systems Development Program (MSDP)	F	15
61	Industrial Research Assistance Program	F,D/A	71
62	Defence Industrial Research Program	F	72
64	Manufacturing Visits Program (MVP)	D/A	74
65	National Research Council of Canada	F,D/A	75
67	Unsolicited Proposals Brokerage Service	F,D/A	77

#### GEOGRAPHICALLY SPECIFIC PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>GEOGRAPHIC AREA</u>	<u>TYPE*</u>	<u>PAGE</u>
19	ACOA Action Program	Atlantic Canada	F	23
13	Cda-Que Subsid. Agreement on Industrial Development	Quebec	F	14
10	Innovation Assistance-FORD-Q	Central Quebec	F	11
51	Investment Program (Quebec)	Quebec	F	61
52	Tech. Section, Que. Industrial Development Corporation	Quebec	F	62
55	Technology Dev.-Scientific/Technical	Quebec	F	65
56	Technology Dev.-Environmental	Quebec	F	66
57	Technology Dev.-R&D/Small Business	Quebec	F	67
11	Indust. Recovery Program	SW Montreal	F	12
12	Indust. Recovery Program	East End Montreal	F	13
15	FedNor Bus. Incentive Program	Northern Ontario	F	16
6	Technical Personnel Program	Quebec	F	7
45	Small Business Dev. Corp.	Ontario	F	55
47	Industry Research Program	Ontario	F	57
50	Northern Ont. Heritage Fund Corp.	Ontario	F	60
16	Western Diversification Program	Western Ontario	F	18
36	Technology Commercialization Program	Manitoba	F	46
53	Communications Tech. Applic. Program	Saskatchewan	F	63
21	Alberta Opportunity Co. (Venture Funding)	Alberta	F	27
23	Technology Commercialization Program	Alberta	F	30
24	Alberta Heritage Foundation of Med. Res.	Alberta	F	31
31	Technology Assistance Program	B.C.	F	41

\*TYPE=Type of Assistance: F=financial, D/A=diagnostic/advice

## DEFICIENCY 4

### Environmentally Unfriendly Manufacturing Process

The supplier's existing manufacturing process is environmentally unfriendly using CFC's ozone polluting chemicals etc. and needs to be improved. The supplier needs to make changes in order to comply with government environmental regulations.

#### NATIONAL ASSISTANCE PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>TYPE*</u>	<u>PAGE</u>
9	CASE - FBDB	D/A	10
59	Environment Technology Commercialization Program - ETCP	F	69
61	Industrial Research Assistance Program	F,D/A	71
63	Manufacturing Assessment Service (MAS)	F,D/A	73
64	Manufacturing Visits Program (MVP)	D/A	74
66	Environmental Innovation Program	F	76
67	Unsolicited Proposals Brokerage Service	F,D/A	77

#### GEOGRAPHICALLY SPECIFIC PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>GEOGRAPHIC AREA</u>	<u>TYPE*</u>	<u>PAGE</u>
42	Consulting Assistance Program	Nova Scotia	F	52
56	Technology Dev. Fund-Environment	Quebec	F	66
6	Technical Personnel Program	Ontario	F	7
37	Feasibility Studies Program	Manitoba	F	47
16	Western Diversification Program	Western Canada	F	18
31	Technology Assistance Program	British Columbia	F	41

\*TYPE=Type of Assistance: F=financial, D/A=diagnostic/advice

## DEFICIENCY 5

### Problems with the Supplier's Suppliers

The supplier must be capable of exercising control and ensuring acceptable quality standards over its own components suppliers. The supplier needs to improve the quality and effectiveness of its own supplier base.

#### NATIONAL ASSISTANCE PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>TYPE*</u>	<u>PAGE</u>
8	Counselling Services of the FBDB	D/A	9
9	CASE - FBDB	D/A	10
64	Manufacturing Visits Program (MVP)	D/A	74

#### GEOGRAPHICALLY SPECIFIC

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>GEOGRAPHIC AREA</u>	<u>TYPE*</u>	<u>PAGE</u>
42	Consulting Assistance Program	Nova Scotia	F	52
35	ITT - Strategic Initiatives Div.	Manitoba	D/A	45
22	Management Assistance Program	Alberta	D/A	28
26	Long-Term Mgmt. Assistance Prog.	Alberta	F	34

\*TYPE=Type of Assistance: F=financial, D/A=diagnostic/advice

## DEFICIENCY 6

### Inadequate Worldwide Factory and Field Support

The supplier needs to be capable of providing worldwide factory and field support for its products and services. This is especially true in the case of complex and technical products and supplier-designed products (eg software).

#### NATIONAL ASSISTANCE PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>TYPE*</u>	<u>PAGE</u>
8	Counselling Services of the FBDB	D/A	9
63	Manufacturing Assessment Service (MAS)	F,D/A	73
64	Manufacturing Visits Program (MVP)	D/A	74

#### GEOGRAPHICALLY SPECIFIC PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>GEOGRAPHIC AREA</u>	<u>TYPE*</u>	<u>PAGE</u>
34	Trade Assistance Program	Manitoba	F	44
35	ITT-Strategic Initiatives Div.	Manitoba	D/A	45
27	Workshop/Seminar Program	Alberta	D/A,F	35
30	Export Loan Guarantee Program	B.C.	F	39

\*TYPE=Type of Assistance: F=financial, D/A=diagnostic/advice

## DEFICIENCY 7

### Packaging Problems

The supplier lacks the ability to package its products in such a way as to satisfy customer specifications.

#### NATIONAL ASSISTANCE PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>TYPE*</u>	<u>PAGE</u>
8	Counselling Services of the FBDB	D/A	9
61	Industrial Research Assistance Program	F,D/A	71

#### GEOGRAPHICALLY SPECIFIC PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>GEOGRAPHIC AREA</u>	<u>TYPE*</u>	<u>PAGE</u>
19	ACOA Action Program	Atlantic Canada	F	23
42	Consulting Assistance Program	Nova Scotia	F	52
43	Business Futures Program	Nova Scotia	F	53
15	FedNor Business Incentive Program	Northern Ontario	F	16
46	Trade Expansion Fund	Ontario	F	56
33	Marketing Plan Program	Manitoba	F	43
35	ITT-Strategic Initiatives Division	Manitoba	D/A	45
37	Feasibility Studies Program	Manitoba	F	47
16	Western Diversification Program	Western Canada	F	16

\*TYPE=Type of Assistance: F=financial, D/A=diagnostic/advice

## DEFICIENCY 8

### Technologically Obsolete Products

The supplier produces products which are technically obsolete.

#### NATIONAL ASSISTANCE PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>TYPE*</u>	<u>PAGE</u>
1	Technology Inflow Program (TIP)	F,D/A	1
2	Advanced Manufacturing Tech. Appl. Program (AMTAP)	F	2
3	Strategic Technologies Program (STP-IT)	F	3
5	Labour Market Adjustment Program	F	5
7	Financial Services of the FBDB	F	8
8	Counselling Services of the FBDB	D/A	9
14	Microelectronics and Systems Development Program (MSDP)	F	15
61	Industrial Research Assistance Program	F,D/A	71
63	Manufacturing Assessment Service (MAS)	F,D/A	73
64	Manufacturing Visits Program (MVP)	D/A	74
62	Defence Industrial Research Program	F,D/A	72
65	National Research Council of Canada	F,D/A	75

#### GEOGRAPHICALLY SPECIFIC PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>GEOGRAPHIC AREA</u>	<u>TYPE*</u>	<u>PAGE</u>
19	ACOA Action Program	Atlantic Canada	F	23
42	Consulting Assistance Program	Nova Scotia	F	52
43	Business Futures Program	Nova Scotia	F	53
10	Innovation Assistance-FORD-Q	Central Quebec	F	11
11	Indust. Recovery Program	SW Montreal	F	12
12	Indust. Recovery Program	East End Montl	F	13
13	Cda-Que Subsid. Agreement on Industrial Development	Quebec	F	14
18	Enterprise Development Program	Quebec	F	21
17	Manuf. Prod. Improve. Program	Central Quebec	F	20
52	Tech. Section, Que. Ind. Development & Corporation	Quebec	F	62
54	Technology Development Fund-M.O.S.T.	Quebec	F	64
6	Technical Personnel Program	Ontario	F	7
44	Innovation Ontario Corporation	Ontario	F	54
15	FedNor Bus. Incentive Program	Northern Ontario	F	16
16	Western Diversification Program	Western Canada	F	18
36	Technology Commercialization Program	Manitoba	F	46
39	Manufacturing Adaptation Program	Manitoba	F	49
31	Technology Assistance Program	British Columbia	F	41

\*TYPE=Type of Assistance: F=financial, D/A=diagnostic/advice

## DEFICIENCY 9

### Certification of Manufacturing Operations

The supplier needs to pursue certification to some internationally recognized manufacturing standard (eg. ISO 9000, Baldrige or some other applicable standards).

#### NATIONAL ASSISTANCE PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>TYPE*</u>	<u>PAGE</u>
2	Advanced Manufacturing Tech. Applications Plan (AMTAP)	F	2
63	Manufacturing Assessment Service (MAS)	F,D/A	73
64	Manufacturing Visits Program (MVP)	D/A	74
61	Industrial Research Assistance Program	F,D/A	71
65	National Research Council of Canada	F,D/A	75
67	Unsolicited Proposals Brokerage Service	F,D/A	77

#### GEOGRAPHICALLY SPECIFIC PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>GEOGRAPHIC AREA</u>	<u>TYPE*</u>	<u>PAGE</u>
54	Technology Fund-MOST	Quebec	F	45
68	Federal Procurement Assistance Prog.	Quebec	F	78
6	Technical Personnel Program	Ontario	F	7
15	FedNor Bus. Incentive Program	Northern Ontario	F	16
35	ITT-Strategic Initiatives Division	Manitoba	F	45
16	Western Diversification Program	Western Canada	F	18

\*TYPE=Type of Assistance: F=financial, D/A=diagnostic/advice

## DEFICIENCY 10

### The Supplier Cannot Guarantee Delivery Times

The supplier needs to improve his ability to guarantee delivery times to buyers who operate continuous flow manufacturing.

#### NATIONAL ASSISTANCE PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>TYPE*</u>	<u>PAGE</u>
2	Advanced Manufacturing Tech. Applications Program (AMTAP)	F	2
7	Financial Services of the FBDB	F	8
8	Counselling Services of the FBDB	D/A	9
9	CASE - FBDB	D/A	10
63	Manufacturing Assessment Service (MAS)	F,D/A	73
64	Manufacturing Visits Program (MVP)	D/A	74

#### GEOGRAPHICALLY SPECIFIC PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>GEOGRAPHIC AREA</u>	<u>TYPE*</u>	<u>PAGE</u>
19	ACOA Action Program	Atlantic Canada	F	23
42	Consulting Assistance Program	Nova Scotia	F	52
18	Enterprise Development Program	Quebec	F	21
6	Technical Personnel Program	Ontario	F	7
15	FedNor Bus. Incentive Program	Northern Ontario	F	16
22	Management Assistance Program	Alberta	D/A	28
26	Long-Term Mgmt. Assist. Prog.	Alberta	F	34
16	Western Diversification Program	Western Canada	F	18

\*TYPE=Type of Assistance: F=financial, D/A=diagnostic/advice

## DEFICIENCY 11

### Control/Monitoring of the Manufacturing Process

The supplier needs to better monitor his manufacturing process through the use of improved statistical process controls and other advanced management/manufacturing controls, technologies and techniques (including inventory control).

#### NATIONAL ASSISTANCE PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>TYPE*</u>	<u>PAGE</u>
1	Technology Inflow Program (TIP)	F,D/A	1
2	Advanced Manufacturing Tech. Applications Program (AMTAP)	F	2
7	Financial Services of the FBDB	F	8
61	Industrial Research Assistance Program	F,D/A	71
63	Manufacturing Assessment Service (MAS)	F,D/A	73
64	Manufacturing Visits Program (MVP)	D/A	74
65	National Research Council of Canada	F,D/A	75

#### GEOGRAPHICALLY SPECIFIC PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>GEOGRAPHIC AREA</u>	<u>TYPE*</u>	<u>PAGE</u>
19	ACOA Action Program	Atlantic Canada	F	23
40	Dept. of Econ. Dev. & Tourism	New Brunswick	F	50
18	Enterprise Development Program	Quebec	F	21
54	Technology Development Fund-MOST	Quebec	F	64
17	Manuf. Prod. Improve. Program	Central Quebec	F	20
11	Indust. Recovery Program	SW Montreal	F	12
12	Indust. Recovery Program	East End Montreal	F	13
15	FedNor Bus. Incentive Program	Northern Ontario	F	16
16	Western Diversification Program	Western Canada	F	18
35	ITT-Strategic Initiatives Division	Manitoba	D/A	45
36	Technology Commercialization Program	Manitoba	F	46
39	Manufacturing Adaptation Program	Manitoba	F	49
31	Technology Assistance Program	British Columbia	F	41

\*TYPE=Type of Assistance: F=financial, D/A=diagnostic/advice

## DEFICIENCY 12

### Workforce Training

The supplier needs to train/retrain its workforce.

#### NATIONAL ASSISTANCE PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>TYPE*</u>	<u>PAGE</u>
5	Labour Market Adjustment Program	F	5
9	CASE - FBDB	D/A	10

#### GEOGRAPHICALLY SPECIFIC PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>GEOGRAPHIC AREA</u>	<u>TYPE*</u>	<u>PAGE</u>
19	ACOA Action Program	Atlantic Canada	F	23
48	Technology Personnel Program	Ontario	F	48
49	Technology Adjustment Research Prog.	Ontario	F	59
6	Technical Personnel Program	Ontario	F	7
22	Management Assistance Program	Alberta	D/A	28
26	Long-Term Mgmt. Assist. Prog.	Alberta	F	34
28	Tailor-Made Training Program	Alberta	F	37
29	Skills Alberta Program	Alberta	D/A,F	38
32	Industrial Adjustment Service	B.C.	D/A	42
16	Western Diversification Program	Western Canada	F	18

\*TYPE=Type of Assistance: F=financial, D/A=diagnostic/advice

# DEFICIENCY 13

## Outdated Manufacturing Process

The supplier needs to reengineer its manufacturing process.

### NATIONAL ASSISTANCE PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>TYPE*</u>	<u>PAGE</u>
1	Technology Inflow Program (TIP)	F,D/A	1
2	Advanced Manufacturing Tech. Applications Program (AMTAP)	F	2
7	Financial Services of the FBDB	F	8
8	Counselling Services of the FBDB	D/A	9
61	Industrial Research Assistance Program	F,D/A	71
63	Manufacturing Assessment Service (MAS)	F,D/A	73
64	Manufacturing Visits Program (MVP)	D/A	74
65	National Research Council of Canada	F,D/A	75

### GEOGRAPHICALLY SPECIFIC PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>GEOGRAPHIC AREA</u>	<u>TYPE*</u>	<u>PAGE</u>
19	ACOA Action Program	Atlantic Canada	F	23
58	Small Business Enhancement	P.E.I.	F	68
42	Consulting Assistance Program	Nova Scotia	F	52
40	Dept. of Econ. Dev. & Tourism	New Brunswick	F	50
13	Cda-Que Subsid. Agreement on Industrial Development	Quebec	F	14
17	Manuf. Prod. Improve. Program	Central Quebec	F	20
18	Enterprise Development Program	Quebec	F	21
51	Investment Program (Quebec)	Quebec	F	61
11	Indust. Recovery Program	Southwest Montreal	F	12
12	Indust. Recovery Program	East End Montreal	F	13
54	Technology Development Fund-M.O.S.T.	Quebec	F	64
15	FedNor Bus. Incentive Program	Northern Ontario	F	16
6	Technical Personnel Program	Ontario	F	7
16	Western Diversification Program	Western Canada	F	18
35	ITT-Strategic Initiatives Division	Manitoba	D/A	45
36	Technology Commercialization Program	Manitoba	F	46
39	Manufacturing Adaptation Program	Manitoba	F	49
31	Technology Assistance Program	B.C.	F	41

\*TYPE=Type of Assistance: F=financial, D/A=diagnostic/advice

## DEFICIENCY 14

### Capital Investment in Manufacturing

The supplier needs to make capital investments to upgrade/modernize its manufacturing operations.

#### NATIONAL ASSISTANCE PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>TYPE*</u>	<u>PAGE</u>
7	Financial Services of the FBDB	F	8

#### GEOGRAPHICALLY SPECIFIC PROGRAMS

<u>NO.</u>	<u>PROGRAM NAME</u>	<u>GEOGRAPHIC AREA</u>	<u>TYPE*</u>	<u>PAGE</u>
19	ACOA Action Program	Atlantic Canada	F	23
58	Small Business Enhancement	P.E.I.	F	68
40	Dept. of Econ. Dev. & Tourism	New Brunswick	F	50
41	Venture Capital Support Program	New Brunswick	F	51
18	Enterprise Development Program	Quebec	F	21
10	Innovation Assistance-FORD-Q	Central Quebec	F	11
17	Manufacturing Productivity Improv.	Quebec	F	20
11	Industrial Recovery Program	SW Montreal	F	12
12	Industrial Recovery Program	East End Montreal	F	13
15	FedNor Bus. Incentive Program	Northern Ontario	F	16
45	Small Business Development Corp.	Ontario	F	55
16	Western Diversification Program	Western Canada	F	18
20	Alberta Opportunity Co. (Lending)	Alberta	D/A,F	26
38	Manitoba Industrial Oppor. Program	Manitoba	F	48

\*TYPE=Type of Assistance: F=financial, D/A=diagnostic/advice

## **PART 3**

### **PROGRAM LISTING AND DESCRIPTIONS**

## **Program 1**

### **Name of Program**

Technology Inflow Program  
(External Affairs & International Trade Canada and National Research Council)  
(Government of Canada)

### **Common Acronym**

TIP

### **Purpose or Objective**

The Technology Inflow Program assists Canadian companies to acquire foreign technology into Canada.

### **Eligibility**

Incorporated (or registered) Canadian companies with fewer than 500 employees.

### **Nature and Amount of Assistance**

TIP offers information and advice on foreign sources, technology licensing strategic partnerships and use for services. It also provides modest financial support to primarily small- and medium-sized Canadian companies for certain eligible activities related to the acquisition of this foreign technology.

### **Terms & Conditions**

The firm must demonstrate to NRC IRAP Industrial advisors that it has a need for the technology being sought that this technology is not available in Canada and that the firm has the technical, financial and managerial capability to assimilate the technology should acquisition be successful. TIP funding is based on cost-sharing principles and covers costs associated with international travel and living expenses. Support for specific TIP projects will not normally exceed \$10,000.

### **For Further Information**

The TIP Officer  
Technology Inflow Program  
Export and Investment Programs Division  
Department of External Affairs  
125 Sussex Drive  
Ottawa, Ontario  
K1A 0G2  
TEL (613) 992-7883  
FAX (613) 995-5773

Deficiencies: 3,8,11,13

## **Program 2**

### **Name of Program**

**Advanced Manufacturing Technology Application Program  
(Industry, Science & Technology Canada)  
(Government of Canada)**

### **Common Acronym**

**AMTAP**

### **Purpose or Objective**

To enhance the international competitiveness of Canadian industry by promoting more effective use of advanced manufacturing technology and related management practices. Funds are provided to assist companies in assessing the feasibility of upgrading their manufacturing process.

### **Eligibility**

Any taxable company operating in Canada which manufactures or engages in secondary processing.

### **Nature and Amount of Assistance**

Assistance is provided for qualified firms to engage outside consultants to:

- 1) assess their overall production operations with respect to long term strategy, identify areas of improvement, analyze costs and benefits of alternatives, and prepare an implementation plan: or
- 2) assist in the management of the implementation plan.

Application for the second element can be made only after an assessment has been carried out.

### **Terms & Conditions**

Firms may apply under element 1) or 2) above for contribution of up to 60% of the cost of consultants, not to exceed \$15,000. Applications can also be made on behalf of a group of companies under element 1 or 2. In this case the maximum contribution is \$200,000, not to exceed \$15,000 per company.

### **For Further Information**

**AMTAP  
Information Technologies Industry Branch  
Industry, Science & Technology Canada  
9th Floor East  
235 Queen Street  
Ottawa, Ontario  
K1A 0H5  
TEL (613) 952-0198  
FAX (613) 952-8419**

**Deficiencies: 8,9,10,11,13**

### **Program 3**

#### **Name of Program**

Strategic Technologies Program - Information Technologies  
(Industry, Science & Technology Canada)  
(Government of Canada)

#### **Common Acronym**

STP - IT

#### **Purpose or Objective**

To enhance the international competitiveness of Canadian industry through the development, acquisition, application and diffusion of strategic technologies in Canada.

#### **Eligibility**

Corporations or partnerships operating in Canada that represent industry-led alliances. Preferably alliances would also include universities and/or research institutes.

#### **Nature and Amount of Assistance**

The STP offers contributions of up to 50% of the eligible costs of a project relating to a R&D alliance or the technology applications alliance. STP offers contributions of up to 50%, to a maximum of \$50,000 for feasibility studies. Eligible projects will include research, development or technology applications projects in leading-edge fields of strategic information technologies that have not precisely been developed or exploited in Canada.

#### **Terms & Conditions**

Projects must involve domestic and/or foreign alliances among companies, universities or research institutes. The proposed alliance must be established to conduct collaborative technology projects and must have the majority of its capital funded from non-government sources.

#### **For Further Information**

Programs and Planning Division  
Information Technologies Industry Branch  
Industry, Science & Technology Canada  
235 Queen Street  
Ottawa, Ontario  
K1A 0H5  
TEL (613) 954-3470  
FAX (613) 952-8419

Deficiencies: 3,8

## **Program 4**

### **Name of Program**

Program for Export Market Development  
(External Affairs & International Trade Canada)  
(Government of Canada)

### **Common Acronym**

PEMD

### **Purpose or Objective**

To increase export sales of Canadian goods and services.

### **Eligibility**

Export-ready incorporated businesses, or an independent firm of professionals.

### **Nature and Amount of Assistance**

The program offers financial assistance on a cost sharing basis to participate in trade promotion activities which are industry-initiated. The amount of assistance and eligible costs varies with the promotional activity. Companies are limited to four approvals per government fiscal year.

### **Terms & Conditions**

PEMD assistance is a repayable contribution depending upon the success of the venture.

### **For Further Information**

Newfoundland	TEL (709) 772-5511 FAX (702) 772-2373
P.E.I.	TEL (902) 566-7400 FAX (902) 566-7450
Nova Scotia	TEL (902) 426-7540 FAX (902) 426-2624
New Brunswick	TEL (506) 851-6452 FAX (506) 851-6429
Quebec	TEL (514) 283-8185 FAX (514) 283-8794
Ontario	TEL (416) 973-5053 FAX (416) 973-8161
Manitoba	TEL (204) 983-8036 FAX (204) 983-2187
Saskatchewan	TEL (306) 975-5315 FAX (306) 975-5334
Alberta	TEL (403) 495-2944 FAX (403) 495-4507
B.C.	TEL (604) 666-0434 FAX (604) 666-8330

Deficiencies: 2

## **Program 5**

### **Name of Program**

Labour Market Adjustment Program

### **Common Acronym**

LMAP

### **Purpose or Objective**

To encourage more employers, particularly in key adjustment situations, to assume primary responsibility for meeting changing skill needs in their workplace, through the negotiation of partnership agreements to adopt Human Resource Planning, Workplace Based Training and other adjustment measures.

### **Eligibility**

All businesses, organizations, sectoral or industrial associations.

### **Nature and Amount of Assistance**

The Labour Market Adjustment Program (LMAP) has a number of key components. The Local Human Resource Planning module provides financial assistance to coordinators to provide technical assistance to employers in order to acquire Human Resource Planning (HRP) expertise. The Sectoral/National Human Resource Planning module provides financial assistance towards the implementation of HRP driven initiatives. The Workplace Based Training component provides contributions towards the training costs of employers, including a percentage of the wages, as well as leasing/purchasing of equipment and up to \$10,000 for special equipment for the disabled trainees. The Work Sharing component provides Unemployment Insurance benefits to workers who have accepted a shared temporary reduction of normal working hours to avoid lay-offs. The Training Trust Fund encourages the establishment of new training trust funds, or strengthening of existing funds. The Industrial Adjustment Service component provides contributions towards the establishment and operation of adjustment committees designed to identify, develop and oversee measures to remedy an actual or potential workforce adjustment problem.

### **Terms & Conditions**

The terms and conditions of each component vary, however, employers and their workers will be facing adjustments due to technological or other changes within their labour market.

### **--For Further Information**

Canada Employment Centre  
Ottawa Centre  
135 Rideau Street  
Ottawa, Ontario  
K1A 0J6  
TEL (613) 992-1300  
FAX (613) 990-8968

Deficiencies: 8,12

## **Program 6**

### **Name of Program**

**Technical Personnel Program  
(Ontario Government)**

### **Common Acronym**

**TPP**

### **Purpose or Objective**

To assist smaller Ontario businesses to hire new Engineering, Scientific and Technical staff to upgrade their technical expertise and thereby improve their competitive advantage in the global marketplace.

### **Eligibility**

Companies must be incorporated and at least two years old in the Manufacturing or Service industries and export goods or services internationally; strategic planning & authority, financing, marketing, R&D manufacturing and office functions must be directed from an Ontario base; employees of the company and related companies must number between 10 to 200.

### **Nature and Amount of Assistance**

Assistance is in the form of a grant to which certain performance and other conditions are attached. The grant is calculated as 75% of the employee's salary to a maximum of \$45,000.

### **Terms & Conditions**

A company may qualify for a maximum of two grants; the company must lack qualified staff to carry out a specific project of a three year duration.

### **For Further Information**

Technical Personnel Program  
Minister of Industry, Trade and Technology  
7th Floor, Hearst Block  
900 Bay Street  
Toronto, Ontario  
M7A 2E1  
TEL (416) 325-6494  
FAX (416) 325-6538

Deficiencies: 1,3,4,8,9,10,12,13

## **Program 7**

### **Name of Program**

**Financial Services of the Federal Business Development Bank (FBDB)  
(Government of Canada)**

### **Common Acronym**

### **Purpose or Objective**

To provide financial assistance to small- and medium-sized businesses located in Canada who are unable to find reasonable financing for business expansion, modernization, etc.

### **Eligibility**

All businesses located in Canada.

### **Nature and Amount of Assistance**

Funds are made available in the form of loans, loan guarantees and interim financing or a combination of these methods. Typically, FBDB funds capital expenditures.

### **Terms & Conditions**

FBDB assistance under this program require that the applicant be a business in Canada, that no other source of financing exists at reasonable terms, that FBDB is not the only investor and other investors have invested a reasonable amount in the business, that the business is expected to be successful and that reasonable security is offered to FBDB.

### **For Further Information**

Public Affairs Office  
The Federal Business Development Bank (FBDB)  
Head Office  
800 Victoria Square, Ground Floor  
P.O. Box 335  
Montreal, Quebec  
H4Z 1C8  
TEL (514) 283-7515  
FAX (514) 283-7838

Deficiencies: 8,10,11,13,14

## **Program 8**

### **Name of Program**

**Counselling Services**  
(The Federal Business Development Bank (FBDB))  
(Government of Canada)

### **Common Acronym**

**Financial Planning**  
**Strategic Planning**

### **Purpose or Objective**

To provide assistance to small- and medium-sized business in strategic planning, financial planning, and intermediation with lenders.

### **Eligibility**

All businesses located in Canada.

### **Nature and Amount of Assistance**

While no direct financial assistance is offered through this program, the FBDB assists smaller companies in assessing their competitive position and assists in the planning process at modest cost. The FBDB also assists clients in developing proposals to lenders and will act as the intermediary dealing with the lender.

### **Terms & Conditions**

Reasonable consulting fees are charged by the FBDB.

### **For Further Information**

Public Affairs Office  
The Federal Business Development Bank (FBDB)  
Head Office  
800 Victoria Square, Ground Floor  
P.O. Box 335  
Montreal, Quebec  
H4Z 1C8  
TEL (514) 283-7515  
FAX (514) 283-7838

Deficiencies: 2,5,6,7,8,10,13

## **Program 9**

### **Name of Program**

**Counselling Services**  
**(The Federal Business Development Bank)**  
**— (Government of Canada)**

### **Common Acronym**

**CASE (Business Counselling Services)**

### **Purpose or Objective**

To help small- and medium-sized firms improve the business activities by using the expertise and goodwill of experienced, successful business persons.

### **Eligibility**

All businesses located in Canada.

### **Nature and Amount of Assistance**

While no direct financial assistance is offered through this program, CASE assists the enterprises in improving their business methods at modest cost.

### **Terms & Conditions**

Modest fees are charged by the FBDB. The business enterprise may not have more than 200 full-time employees and must have had a prior discussion of its problems with its appropriate business adviser.

### **For Further Information**

Public Affairs Office  
The Federal Business Development Bank (FBDB)  
Head Office  
800 Victoria Square, Ground Floor  
P.O. Box 335  
Montreal, Quebec  
H4Z 1C8  
TEL (514) 283-7515  
FAX (514) 283-7838

Deficiencies: 2,4,5,10,12

## **Program 10**

### **Name of Program**

Innovation Assistance Program (Central Regions)  
(Federal Office of Regional Development - Québec)

### **Common Acronym**

IAP-CR

### **Purpose or Objective**

To encourage innovation and technological development by small- and medium-sized businesses in order to make them more competitive in Canadian and international markets.

### **Eligibility**

All non-government commercial entities.

### **Nature and Amount of Assistance**

This program provides contributions of up to 50% of the cost of hiring a consultant to conduct a feasibility study, market research or design study, etc.; up to 40% of the costs relating to the creation, development or demonstration of a new or improved product or production process.

### **Terms & Conditions**

There are restrictions on a business's location. The applicant and the project must be commercially viable. The project must contribute significantly to the economy and would not proceed without government funding. The applicant must not have entered into any legal commitments as regards the project costs prior to the date on which the application is received.

### **For Further Information**

Federal Office of Regional Development - Québec  
P.O. Box 247  
Tour de la Bourse  
800 Place Victoria, Suite 3800  
Montréal, Québec  
H4Z 1E8  
TEL (514) 283-7557  
1-800-263-4689

Deficiencies: 3,8

## **Program 11**

### **Name of Program**

Industrial Recovery Program for Southwest Montréal  
(Federal Office of Regional Development - Québec)

### **Common Acronym**

IRPSW

### **Purpose or Objective**

To strengthen the local industrial structure and encourage the diversification of the industrial base of the designated area of Southwest Montréal by attracting new investment and fostering the creation and development of new business, particularly small- and medium-sized companies.

### **Eligibility**

All non-government commercial entities.

### **Nature and Amount of Assistance**

The program provides contributions of up to 75% of the cost of hiring a consultant to develop a business or marketing plan, conduct a feasibility study, look into the possibilities of marketing intellectual property rights, etc.; up to 50% of the cost of services of one or more qualified individuals hired specifically to implement a marketing plan; up to 60% of the costs relating to the commercial development, refinement or demonstration of a new or improved product process or service, the design of a durable product, the research, development, demonstration or adaptation of new products, etc.; up to 35% of the cost of establishing a new facility or expanding an existing facility.

### **Terms & Conditions**

The project must be undertaken within the designated area of Southwest Montréal. The applicant and the project must be commercially viable. The project must contribute significantly to the economy and would not proceed without government funding. The applicant must not have entered into any legal commitments as regards the project costs prior to the date on which the application is received.

### **For Further Information**

Federal Office of Regional Development - Québec  
P.O. Box 247  
Tour de la Bourse  
800 Place Victoria, Suite 3800  
Montréal, Québec  
H4Z 1E8 TEL (514) 283-7557 1-800-263-4689

Deficiencies: 2,3,8,11,13,14

## **Program 12**

### **Name of Program**

Industrial Recovery Program for East End Montréal  
(Federal Office of Regional Development - Québec)

### **Common Acronym**

IRPEEM

### **Purpose or Objective**

To strengthen the local industrial structure and diversify the industrial base in a designated area of East End Montréal in order to attract new investment and foster the creation and development of new business, particularly small- and medium-sized companies.

### **Eligibility**

All non-government commercial entities.

### **Nature and Amount of Assistance**

The program provides contributions of up to 75% of the cost of hiring a consultant to develop a business or marketing plan, conduct a feasibility study, look into the possibilities of marketing intellectual property rights, etc.; up to 50% of the cost of services of one or more qualified individuals hired specifically to implement a marketing plan; up to 60% of the costs relating to the commercial development, refinement or demonstration of a new or improved product process or service, the design of a durable product, the research, development, demonstration or adaptation of new products, etc.; up to 35% of the cost of establishing a new facility or expanding an existing facility.

### **Terms & Conditions**

The project must be undertaken within the designated area of East End Montréal. The applicant and the project must be commercially viable. The project must contribute significantly to the economy and would not proceed without government funding. The applicant must not have entered into any legal commitments as regards the project costs prior to the date on which the application is received.

### **For Further Information**

Federal Office of Regional Development - Québec  
P.O. Box 247  
Tour de la Bourse  
800 Place Victoria, Suite 3800  
Montréal, Québec  
H4Z 1E8 TEL (514) 283-7557 1-800-263-4689

Deficiencies: 2,3,8,11,13,14

### **Program 13**

#### **Name of Program**

Canada-Québec Subsidiary Agreement on Industrial Development (1991)  
(Federal Office of Regional Development - Québec)

#### **Common Acronym**

#### **Purpose or Objective**

To stimulate the growth of major industrial investments in order to contribute to the improvement of Québec's industrial base, to improve the competitiveness of businesses by promoting innovations and using new technologies and to harmonize industrial development interventions between the provincial and federal governments.

#### **Eligibility**

All Québec commercial entities.

#### **Nature and Amount of Assistance**

A minimum investment of \$10 million is required for capital cost projects and \$5 million for research and development projects. Studies must be related to eligible projects. Financial assistance can be offered in the following forms: a reimbursable or non-reimbursable contribution, a loan with or without an interest rebate, a loan guarantee, a participation in equity and assumption of interest related to a loan. The assistance offered is the minimum amount required to ensure the undertaking of the project. This amount is determined on a case by case basis.

#### **Terms & Conditions**

The applicant and the project must be commercially viable. The project must contribute significantly to the economy and would not proceed without government funding. The applicant must not have entered into any legal commitments as regards the project costs prior to the date on which the application is received.

#### **For Further Information**

Federal Office of Regional Development - Québec  
P.O. Box 247  
Tour de la Bourse  
800 Place Victoria, Suite 3800  
Montréal, Québec  
H4Z 1E8 TEL (514) 283-7557 1-800-263-4689

Deficiencies: 3,8,13

## **Program 14**

### **Name of Program**

Microelectronics and Systems Development Program  
(Industry, Science & Technology Canada)  
(Government of Canada)

### **Common Acronym**

MSDP

### **Purpose or Objective**

To enhance the international competitiveness of Canadian manufacturing, processing and service industries by sharing costs with Canadian companies who undertake technologically innovative ventures in microelectronics and systems development.

### **Eligibility**

Any taxable corporation operating in Canada can apply for funding.

### **Nature and Amount of Assistance**

MSDP may cover up to 50% of the eligible costs associated with an R&D project to a maximum of \$5 million.

### **Terms & Conditions**

Proposed projects must involve the research and development of innovative microelectronic components or of systems based on advanced microelectronics and information technologies with application in the manufacturing, processing or service industries. Contributions which exceed \$100,000 must be repaid.

### **For Further Information**

The Coordinator  
Microelectronics and Systems Development Program  
Information Technologies Industry Branch  
Industry, Science and Technology Canada  
235 Queen Street  
Ottawa, Ontario  
K1A 0H5  
TEL (613) 954-3476  
FAX (613) 952-8419

Deficiencies: 3,8

## **Program 15**

### **Name of Program**

FedNor Business Incentive Program

### **Common Acronym**

FBIP

### **Purpose or Objective**

To encourage economic growth and diversification, job creation and income by supporting initiatives of the private sector in Northern Ontario.

### **Eligibility**

Business must be located in the FedNor designated area which includes the following districts: Algoma, Cochrane, Kenora, Manitoulin, Nipissing, Parry Sound, Rainy River, Sudbury, Thunder Bay, and Timiskaming. All forms of business organization whether proprietorship, partnership, co-operative or corporation are eligible. Non-profit associations or organizations are also eligible for assistance for activities which contribute to the competitiveness of businesses in the FedNor region. Eligible businesses include services to businesses, tourism businesses, and manufacturing and processing. Eligible projects cover the full business cycle including feasibility studies, research and development, and capital investment. Each project has a minimum project size (\$), maximum project assistance (%), and a maximum project assistance (\$).

### **Nature and Amount of Assistance**

FedNor Business Incentive Program provides financial assistance for (1) capital investment (new facility/expansion/modernization) of a minimum project size of \$25,000, to a maximum project assistance of 35% in urban areas and 50% in rural areas, with a maximum project assistance of \$2,500,000; (2) consulting studies of a minimum project size of \$10,000, to a maximum project assistance of 50%, with a maximum project assistance of \$100,000; (3) research and development of a minimum project size of \$10,000, to a maximum project assistance of 75%, with a maximum project assistance of \$1,000,000; (4) quality, technology & management development of a minimum project size of \$10,000, to a maximum project assistance of 50%, with a maximum project assistance of \$100,000; and (5) marketing of a minimum project size of \$10,000, to a maximum project assistance of 50%, with a maximum project assistance of \$100,000. Please note that the actual assistance levels are usually less than the maximum. In determining the appropriate level of assistance for a project, FedNor will consider the financial circumstances of the applicant, the level of risk involve, the availability of other funding and the economic benefits of the project.

### **Terms & Conditions**

FedNor contributions of \$100,000 or less are normally not repayable. Contributions over \$100,000 are repayable without interest. The terms of repayment will take into consideration the circumstances of each individual case. Please note that FedNor assistance is designed to supplement not replace private sector investment and borrowing from banks or other traditional lenders.

### **For Further Information**

FEDNOR  
Head Office  
302 Queen Street East  
Sault Ste. Marie, Ontario  
P6A 1Z1  
TEL (705) 942-1327  
1-800-461-6021  
FAX (705) 942-5434

Deficiencies: 1,2,3,7,8,9,10,11,13,14

## **Program 16**

### **Name of Program**

Western Diversification Program  
(Western Economic Diversification)

### **Common Acronym**

WDP

### **Purpose or Objective**

To diversify and strengthen the Western Canadian economy.

### **Eligibility**

The proposed business activity must be new to western Canada; it may involve new products, or markets, improving quality assurance, international marketing or supplier development.

### **Nature and Amount of Assistance**

General WD Program - No-interest, top-up loans for costs involved with developing and launching new products, introducing new technology, entering new markets, improving industry-wide competitiveness and replacing imports.

Quality Assurance Program- No-interest loans for costs involved with certification for internationally-recognized quality assurance standards. Costs can include consulting, labour, equipment, training and testing. Maximum \$20,000 non-repayable component on non-capital costs may be available.

International Marketing Initiative - Non-repayable contributions to a maximum of 50% of participative costs for selected international marketing events.

### **Terms and Conditions**

The majority of benefits of the project must return to western Canada. The applicant must accept a Letter of Offer from WD before any incurred project cost is assisted. WD normally requires repayment of its contribution.

### **Other Assistance**

Pathfinding-Information and advice on other sources of assistance

Advocacy and coordination-Presenting Western Canadian economic interests in Ottawa and coordination of economic development in western Canada

Federal Procurement Advocacy-WD works in Ottawa and in the West to ensure that major federal contracts include benefits for western Canada and that western Canadian companies are informed and ready to become suppliers to the Government of Canada.

**For Further Information**

Western Economic Diversification Canada  
P.O. Box 49276, Bentall Tower 4  
1200 - 1055 Dunsmuir St.  
Vancouver, British Columbia  
V7X 1L3  
TEL (604) 666-6256  
FAX (604) 666-2353  
B.C. Toll-free 1-800-663-2008

-Deficiencies: 1,2,3,4,7,8,9,10,11,12,13,14

Suite 1500, Canada Place,  
9700 Jasper Ave.  
Edmonton, Alberta  
T5J 4H7  
TEL (403) 495-4164  
FAX (403) 495-4557  
Calgary Toll-free (403) 292-5382

Suite 601, S.J. Cohen Bldg.,  
119 - 4th Ave. South,  
Saskatoon, Saskatchewan  
S7K 3S7  
TEL (306) 975-4373  
FAX (306) 975-5484  
Regina Toll-free (306) 780-6725

P.O. Box 777, Suite 712,  
The Cargill Bldg.  
240 Graham Ave.  
Winnipeg, Manitoba  
TEL (204) 983-4472  
FAX (204) 983-4694  
Man. Toll-free 1-800-561-5394

## **Program 17**

### **Name of Program**

**Manufacturing Productivity Improvement Program  
(Federal Office of Regional Development - Quebec)**

### **Common Acronym**

**MPIP**

### **Purpose or Objective**

To assist manufacturing and processing firms in Quebec's central regions in improving their competitiveness and productivity through the use of modern technology, and to foster the growth of dynamic small- and medium-sized businesses.

### **Eligibility**

All non-government commercial entities operating in Quebec's central regions.

### **Nature and Amount of Assistance**

This program provides contributions of up to 50% of the cost of consultants undertaking the development of a marketing plan, feasibility study etc.; up to 25% of the cost of new machinery, equipment or systems incorporating modern technology which leads to improved productivity or quality improvement.

### **Terms & Conditions**

There are restrictions on a business's location. The applicant and the project must be commercially viable. The project must contribute significantly to the economy and would not proceed without government funding. The applicant must not have entered into any legal commitments as regards the project costs prior to the date on which the application is received.

### **For Further Information**

Industry, Science & Technology Canada  
800 Victoria Square  
Suite 3800  
P.O. Box 247  
Montréal, Québec  
H4Z 1E8  
TEL (514) 283-8185  
FAX (514) 283-3302

Deficiencies: 2,11,13,14

## **Program 18**

### **Name of Program**

Enterprise Development Program (Industrial Component)  
(Federal Office of Regional Development - Québec)

### **Common Acronym**

EDP

### **Purpose or Objective**

To enhance the competitiveness of existing firms by improving productivity and supporting technological development and by encouraging the establishment, expansion, modernization etc. of small- and medium-sized businesses.

### **Eligibility**

Enterprises (mainly manufacturing, but also in a limited number of primary and service sectors) operating in the Eastern Quebec Region, the North Shore Region, the North Centre Region, the Western Quebec Region and the North Quebec Region proposing projects which are commercially viable, have a positive impact on the designated area economy and the economy of the region area, and are depend upon government contribution under this program in order to proceed.

### **Nature and Amount of Assistance**

Assistance is available for studies (up to 75% of the cost of consultants) including the development of business plans (one-time only to a maximum of \$8,000), feasibility studies; funding is available for the establishment, expansion or modernization (up to 50% of project costs (excl. land) with capital costs of at least \$25,000, to a maximum of \$2 million). Funding is available for marketing and commercial/technological prospecting (up to 50% of the non-capital project costs of marketing research, travel etc.); and funds for business development of non-commercial operations.

### **Terms & Conditions**

Businesses must be located in the resources regions. The applicant and the project must be commercially viable and the project would not proceed without government funding. The applicant must not have entered into any legal commitments as regards the project cost prior to the date on which the application is received.

**For Further Information**

Federal Office of Regional Development (Québec)  
800 Victoria Square  
Suite 3800  
P.O. Box 247  
Montréal, Québec  
H4Z 1E8  
TEL (514) 283-8185  
FAX (514) 283-3302

Deficiencias: 2,8,10,11,13,14

## **Program 19**

### **Name of Program**

Action Program  
Atlantic Canada Opportunities Agency (ACOA)

### **Common Acronym**

### **Purpose or Objective**

To foster the development of entrepreneurship, increase the rate of new business formation and improve the competitiveness of small- and medium-sized businesses.

### **Eligibility**

#### **Sectors:**

Aquaculture  
Business Service Industries (including services to primary sectors)  
Commercial Research & Development Facilities  
Manufacturing and Processing Industries  
Mining  
Tourism

Strategic Initiatives, that is, projects, activities or initiatives which, in the opinion of the Minister, represent a strategic investment for the economic development of the Atlantic Region, could also be eligible.

### **Nature and Amount of Assistance**

#### **Types of Assistance**

- **Innovation Assistance**

ACOA may contribute up to 75% of the eligible costs of projects to advance the level of technology in use in the region, improve productivity or develop new or improved products.

- **Capital Investment Assistance**

**Contribution** - For projects up to \$200,000 in eligible capital costs, depending on evaluation of viability and economic benefit, up to 50% of capital costs may be available for new facility establishment. This does not include mergers, acquisitions or refinancing. Up to 40% of capital costs may be available for expansion or modernization of existing facilities, including replacement or relocation.

For projects between \$200,000 and \$10 million in eligible capital costs, depending on evaluation of viability and economic benefit, the lesser of up to 25% of capital costs or \$500,000 in contributions may be available for the above.

**Loan Insurance** - When an entrepreneur cannot get adequate funding from a financial institution for his/her project with eligible costs up to \$20 million, the ACOA Action Program may provide 85% loan insurance for new capital investments to help him/her get started or grow. Loan insurance is not available for mergers, acquisitions or refinancing.

**Interest Buy-Down** - The ACOA Action Program may reduce the interest rate on new business term loans (normally for a maximum of seven years) by as much as six percentage points.

- **Business Studies**

The ACOA Action Program may assist in the costs of engaging qualified consultants involved in investigating ideas and in improving the quality of management. Studies that seek to improve the viability of an operation, establish a marketing plan or support an Innovation project may receive up to 75% of eligible costs. Business plan/feasibility studies in support of establishment, modernization or expansion projects may receive up to 50% of eligible costs.

- **Business Support**

Assistance may be provided for the lesser of up to 50% of the eligible costs or \$500,000 in contribution for non-commercial projects that provide a service to small- and medium-sized businesses, such as training and technology transfer. Projects are limited to \$10 million in eligible costs.

- **Marketing Development**

This element is designed to respond to the marketing needs of small- and medium-sized businesses and to help them take advantage of evolving trade opportunities. The contribution for hiring qualified persons to implement a marketing plan consists of contribution on salaries of up to 75% in year one, 50% in year two and 25% in year three. Contributions up to 50% are available for direct costs of developing new packaging, promotional material, advertising, product or equipment demonstrations and participation at trade shows.

- **Supplier Development Fund**

Contributions up to 75% for bid preparation (except for contracts fully under the scope of the GATT and FTA procurement provisions), and 50% for other costs related to enhancing the ability of a commercial operation to bid for or acquire public procurement contracts. There is a maximum contribution of \$250,000.

- **Human Resources Development (HRD)**

Financial assistance is available to develop a Human Resources Development Plan (to a maximum of \$10,000), and to develop and deliver a training package based on the needs identified in the Plan.

To this end, the following activities and costs are eligible:

- up to 75% during the first year and 50% during the second year for the costs of undertaking a qualified person(s) for the HRD plan development, and/or development and implementation of an acceptable and approved training package.
- up to 75% of direct incremental costs for developing and implementing the training package; eligible costs include those associated with developing, purchasing, or renting training materials and with delivering the training, such as seminar fees and a limited contribution towards wages for off-site training.
- the total contribution will not exceed \$150,000 per applicant per two year period.

- **Action Loan**

The Action Loan is business financing in the form of an unsecured term loan up to a maximum of \$1 million. As with any loan, it has to be repaid. The maximum repayment period can be over ten years and features an interest-free period of up to five years for business start-ups and up to three years for an existing enterprise. It is designed to help growth-oriented, high potential enterprises.

### **Terms & Conditions**

Among the sectors not included are the retail/wholesale trade industry, real estate, government services and services of a personal and social nature.

### **For Further Information**

Deficiencies: 1,2,3,7,8,10,11,12,13,14

See attached

## ACOA OFFICES

**ACOA Head Office**  
Blue Cross Centre  
644 Main Street  
Moncton, New Brunswick  
E1C 9J8

Phone: (506) 851-2271

FAX: (506) 851-7403

**ACOA New Brunswick**  
570 Queen Street  
Fredricton, New Brunswick  
E3B 5A6

Phone: (506) 452-3184

FAX: (506) 452-3285

**ACOA Newfoundland**  
Atlantic Place, Suite 801  
215 Water Street  
St. John's, Newfoundland  
A1C 5M5

Phone: (709) 772-2751

FAX: (709) 772-2712

**ACOA Nova Scotia**  
Central Trust Tower, Suite 600  
1801 Hollis Street  
Halifax, Nova Scotia  
B3J 3C8

Phone: (902) 426-8361

FAX: (902) 426-2054

**ACOA Cape Breton**  
4th Floor, Commerce Tower  
15 Dorchester Street  
Sydney, Nova Scotia  
B1P 6T7

Phone: (902) 564-3614

FAX: (902) 564-3825

**ACOA Prince Edward Island**  
75 Fitzroy Street  
3rd Floor  
Charlottetown, Prince Edward Island  
C1A 1R6

Phone: (902) 566-7492

FAX: (902) 566-7098

## **Program 20**

### **Name of Program**

The Alberta Opportunity Company-Lending Division  
(Alberta)

### **Common Acronym**

AOC

### **Purpose or Objective**

AOC provides management assistance and business funding to enterprises where conventional funding is not readily available.

### **Eligibility**

In order to qualify for AOC financing the business venture must be located in Alberta; be intended to be a profit-making venture and supported by a reasonable equity investment.

### **Nature and Amount of Assistance**

AOC loans are generally provided on a long-term basis and may involve the financing of fixed assets, inventory, working capital and other areas of business establishment or expansion.

### **Terms & Conditions**

The project must be economically viable, be secured by a reasonable security base, be supported by a reasonable equity contribution and not be eligible for conventional funding under reasonable terms and conditions.

### **For Further Information**

Alberta Opportunity Company  
790 Southland Tower  
10655 South Port Road S.W.  
Calgary, Alberta  
T2W 4Y1  
TEL (403) 297-6437  
FAX (403) 297-4136

Deficiencies: 14

## **Program 21**

### **Name of Program**

The Alberta Opportunity Company-Seed and Venture Funding Division  
(Alberta)

### **Common Acronym**

AOC

### **Purpose or Objective**

To stimulate the economic growth of the province of Alberta by offering assistance to new and highly promising businesses.

### **Eligibility**

Businesses should generally be at the leading edge of their industry and either have developed or are developing new products and/or technology.

### **Nature and Amount of Assistance**

Financial assistance to such companies is generally restricted to proposals less than \$1 million.

### **Terms & Conditions**

Equity or equity equivalent consideration.

### **For Further Information**

Alberta Opportunity Company  
790 Southland Tower  
10655 South Port Road S.W.  
Calgary, Alberta  
T2W 4Y1  
TEL (403) 297-6437  
FAX (403) 297-4136

Alberta Opportunity Company  
1405 Canada Trust Tower  
10104 - 103 Avenue  
Edmonton, Alberta  
T5J 0H8  
TEL (403) 427-4037  
FAX (403) 420-6318

Deficiencies: 3

## **Program 22**

### **Name of Program**

Management Assistance Program  
Department of Economic Development & Tourism-Small Business Division  
(Government of Alberta)

### **Common Acronym**

### **Purpose or Objective**

To provide business participants an opportunity to have their businesses analyzed, improvements recommended and actual results seen.

### **Eligibility**

Small businesses located in Alberta.

### **Nature and Amount of Assistance**

The program provides for one-on-one confidential consulting, and if necessary group consulting, by private sector, professional management consultants. The goal is to help businesses improve profits and solve their problems at a reasonable cost. The fees charged are paid to the sponsoring Chamber or business organization to cover their share of the program costs.

The typical program begins with the Chamber or business organization agreeing to sponsor the program for its members. Registrants are usually limited to 20 in number. The organizers will request a MAP program from the Department, in writing, along with a definition of the Terms of Reference required for the group. Consultants are contracted through a bid process organized by Economic Development and Trade and an appropriate consulting firm chosen. By this time, the organizers must have a least a minimum number of participants signed up.

Registration fees for the participants will be up to 25% of the total consultants' costs with a maximum per business of \$250.00.

The organizers will then arrange a kick-off meeting for all participants at which the consultants will explain how the program will work, arrange individual meeting schedules and hand out a brief questionnaire.

### **Phase I - Research Phase**

The consultants meet with each participating business at their place of business for a half-day to identify areas where improvements may be made. Primarily, the purpose of this session is for the consultants to familiarize themselves with the business.

### Phase II - Counselling

Within two - three weeks after the first phase, each business is revisited and all problems previously identified are discussed and recommendations made. The recommendations are very specific to each business and may come from the financial, marketing, operational or any combination of these areas.

### Phase III - Audit

After a period of approximately 3 - 5 months, the consultants return to each business for a final visit to conduct a program review and to determine the effectiveness of the implementation of the recommendations. Additional recommendations for the long term may be made at this time.

At the end of this phase, the group will again meet to have the consultants describe the overall results of the program.

### **Terms & Conditions**

The foregoing is the outline for an average M.A.P. organization. Variations from this outline are permissible depending on the Terms of Reference provided by the organizing body. For example, a program relating specifically to the retail sector may include a retail workshop for all participants plus the regular program phases.

The responsibility for the implementation of the consultants' recommendations lies solely with the participating business.

The sponsoring organization is directly responsible for its share of the overall Consultants' costs.

### **For Further Information**

Mr. Graham Winter  
Edmonton Business Counselling  
TEL (403) 427-3685  
FAX (403) 427-5926

Mr. Bob Andrew  
Calgary Business Counselling  
TEL (403) 297-8914  
FAX (403) 297-6168

Deficiencies: 1,2,5,10,12

## **Program 23**

### **Name of Program**

Economic Development and Tourism  
Technology Commercialization Program  
-- (Government of Alberta)

### **Common Acronym**

### **Purpose or Objective**

This program supports the development of high technology in Alberta to assist the diversification of Alberta industry and enhance the longer-term competitiveness of Alberta's high technology sectors.

### **Eligibility**

An individual, registered partnership or an Alberta corporation engaged in manufacturing or developing high technology products.

### **Nature and Amount of Assistance**

Up to 50% of costs in the form of conditional grants to a maximum of \$250,000 for projects which demonstrate and facilitate innovation in technological fields. All costs must be incremental to the projects.

### **Terms & Conditions**

The grants are conditional. The company must possess proven managerial competence, be financially sound, submit all necessary forms and not have received or applied for duplicate funding from other programs.

### **For Further Information**

Alberta Economic Development & Tourism  
Business Development & Marketing  
11th Floor, Pacific Plaza  
10909 Jasper Avenue  
Edmonton, Alberta  
T5J 3L9  
TEL (403) 422-0561  
FAX (403) 422-2003

Deficiencies: 3

## **Program 24**

### **Name of Program**

Alberta Heritage Foundation for Medical Research (AHFMR)  
Technology Commercialization Program (TC)  
(Alberta)

### **Common Acronym**

### **Purpose or Objective**

The TC Program funds commercialization of medically related innovations so that new technology can be translated into improved health care. The program promotes research/industry collaboration and fills the funding gap when a commercially promising project does not fit the mandate of traditional medical research funding agencies and is not developed enough to attract outside investors.

### **Eligibility**

Applications are accepted from Alberta individuals interested in any aspect of biomedical and health research and development; and from organizations: private industry, universities, colleges and hospitals.

### **Nature and Amount of Assistance**

Phase I funding up to \$25,000 is available to assess the technical aspects of the project, verify its uniqueness and explore the potential for commercialization.

Phase II funding up to \$75,000 is available for developing prototypes, marketing business strategies, intellectual property protection.

Phase III funding up to \$500,000 supports the later stages of commercialization including final product development market survey, business organization, and clinical trials.

### **Terms & Conditions**

Generally, Phase I funds are not repayable. Applicants may be required to enter into a repayment agreement for Phase III funds, the details of which are negotiated during the review process.

To be successful, projects and applications must show an intent to develop a high degree of focus, strategic planning, and commercial applications.

**For Further Information**

AHFMR Technology Commercialization Program  
3125 Manulife Place, 10180 - 101st Street  
Edmonton, Alberta  
T5J 3S4  
TEL (403) 423-5727  
FAX (403) 429-3509

Deficiencies: 3

## **Program 25**

### **Name of Program**

Market Feasibility Assistance  
(Alberta)

### **Common Acronym**

### **Purpose or Objective**

To assist new or existing manufacturing or processing firms in Alberta in undertaking market feasibility studies either for the introduction of a new product or increasing the market area of an existing product for which they have a proprietary right.

### **Eligibility**

Entrepreneurs must be residents of Alberta. Existing firms must have their head office and manufacturing/processing facility in Alberta.

### **Nature and Amount of Assistance**

The Business Counselling and Development Branch may contribute funds toward the project on a cost-shared basis up to 50% of the cost subject to the availability of the program funding. Not more than \$5,000 will be contributed to any one project.

### **Terms & Conditions**

The business may be a sole proprietorship, partnership or corporation. The studies must be for a product which will be manufactured by Alberta. No retail or service sector projects are eligible. The principals of the business must show that they have the necessary funds to meet their share of the matching portion for the project. The business must be a client with the Business Counselling and Development Branch and must prepare appropriate terms of reference, seek project submissions from at least two qualified consulting firms. The maximum length of any project is 4 months. The business must have actual annual gross revenue sales of at least \$50,000 and not more than \$5 million.

### **For Further Information**

Mr. Graham Winter  
Edmonton Business Counselling  
TEL (403) 427-3685  
FAX (403) 427-5926

Mr. Bob Andrew  
Calgary Office  
TEL (403) 297-6284  
FAX (403) 297-6168

## **Program 26**

### **Name of Program**

Long-Term Management Assistance Program  
(Government of Alberta)

### **Common Acronym**

### **Purpose or Objective**

To provide Alberta businesses access to professional private sector management consulting in order to improve management skills and capability by using long-term follow-up and planning.

### **Eligibility**

The business must be located in Alberta, with Head office in Alberta and majority ownership held by Alberta residence.

### **Nature and Amount of Assistance**

The Business Counselling and Development Branch may contribute funds toward the project and cost-sharing basis up to 50% of the cost subject to the availability of the program funding. Not more than \$10,000 will be contributed to any one project.

### **Terms & Conditions**

Businesses must have annual sales of less than \$5 million but more than \$50,000. Businesses must prepare terms of reference which address the objectives of the management assistance required. The business must be "for profit", be an "active" company and if a manufacturer the manufacturing or processing facilities must be located in Alberta. There are more terms and conditions which apply to this program.

### **For Further Information**

Mr. Graham Winter  
Edmonton Business Counselling  
TEL (403) 427-3685  
FAX (403) 427-5926

Mr. Bob Andrew  
Calgary Office  
TEL (403) 297-6284  
FAX (403) 297-6168

Deficiencies: 1,2,5,10,12

## **Program 27**

### **Name of Program**

Workshop/Seminar  
(Government of Alberta)

### **Common Acronym**

### **Purpose or Objective**

To assist business and/or community organizations throughout the Province to organize Workshops/Seminars that will effectively help the business community in areas in which they express a need for further development.

### **Eligibility**

- Local elected bodies
- Local business organizations e.g., Chamber of Commerce
- Economic Development Committees
- Other recognized entities having involvement in Economic Development
- A recognized body representing a group of communities

### **Nature and Amount of Assistance**

The provincial contribution for a project will be up to 50% of the total cost of the Workshop/Seminar subject to the availability of program funds. Business Counsellors will determine if the project qualifies under B.I.A.C. guidelines prior to submitting the request to the Program Committee.

Payment will be made to the sponsoring group upon receipt of all invoices and original expense receipts which must be forwarded to the department no later than 30 days following the date of the project.

Eligible costs paid by sponsoring group:

- facility rental
- consultant or facilitator fee
- advertising/promotion
- refreshments (coffee, tea, etc.)
- all other costs associated with the project

### Terms & Conditions

Consultants or facilitator for the Workshop/Seminar must be approved by the Business Counselling and Development Branch and must have an arm's length relationship with the sponsoring agency.

The sponsor will be responsible for hiring the consultant or facilitator and payment of all fees.

If assistance is required in finding a consultant, the Business Counselling and Development Branch can provide a list of potential consultants.

Proposals from at least two potential consultants may be required and the applicant will recommend, in writing, the consultant deemed most suitable for the project. All competitive proposals must be submitted.

1. The workshop/seminar must be of benefit to the business community.
2. The theme of the project must be discussed with, and approved by, the responsible Business Counsellor.
3. The Business Counselling and Development Branch must receive and approve the proposal prior to its implementation.
4. If a specific date for the workshop/seminar cannot be determined, a tentative date must be submitted.
5. A detailed budget breakdown for the workshop/seminar must be provided.
6. An outline of what will be covered during the workshop/seminar must be provided.
7. The name of the selected consultant must be provided to, and approved by, the Business Counselling and Development Branch.
8. All costs associated with the workshop/seminar will be paid by the sponsoring group.

### For Further Information

Mr. Graham Winter  
Edmonton Business Counselling  
TEL (403) 427-3685  
FAX (403) 427-5926

Mr. Bob Andrew  
Calgary Office  
TEL (403) 297-6284  
FAX (403) 297-6168

Deficiencies: 2,6

## **Program 28**

### **Name of Program**

**Tailor-Made Training Program  
(Government of Alberta)**

### **Common Acronym**

### **Purpose or Objective**

To help diversify and strengthen the provincial economy, by providing assistance to selected companies with the development and implementation of initiatives for the training of Albertans.

### **Eligibility**

Profit-seeking businesses planning to locate in Alberta or existing businesses planning a significant expansion into a new area of business, which will contribute to the diversification of the provincial economy, and create employment and training opportunities for Albertans.

### **Nature and Amount of Assistance**

Provides funding support for pre-production, direct training costs on a cost-shared basis. It is not intended to support on-going training and is limited to a one-time only package.

### **Terms & Conditions**

Support is negotiated individually for each firm, based on the employers training plan and the training requirements for that particular project. The project must introduce a new technology or skill and provide employment and training opportunities for local Albertans.

### **For Further Information**

Tailor-Made Training Consultant  
Alberta Advanced Education and Career Development  
8th Floor, City Centre  
10155 - 102 Street  
Edmonton, Alberta  
T5J 4L5  
TEL (403) 422-4603  
FAX (403) 427-0354

Deficiencies: 12

## **Program 29**

### **Name of Program**

Skills Alberta Program  
(Government of Alberta)

### **Purpose or Objective**

To encourage Alberta employers to increase the amount of quality training provided to their employees, and to encourage employers to use a planned and systematic approach to training.

### **Eligibility**

Most Alberta private sector employers and non-profit organizations with less than 500 employees.

### **Nature and Amount of Assistance**

Provides a consultation service to assist employers identify training needs and establish a training program. If necessary, funding support may be available to help provide training. Finance assistance may vary from 40%-80% of direct training costs; maximum annual funding per employer is \$25,000.

### **Terms & Conditions**

Applications are assessed on the basis of the Employer's Plan for Training and how this specific training helps meet the organization's goals and provides the trainee with transferable, marketable skills. A Plan for Training includes all details regarding the training and the means by which the employer will evaluate the results of the training.

### **For Further Information**

Contact your local Alberta Career Development Centre

or

Deficiencies: 12

(403) 422-4266 in Edmonton

## **Program 30**

### **Name of Program**

Export Loan Guarantee Program  
(B.C. Trade Development Corporation)

### **Common Acronym**

### **Purpose or Objective**

The Export Loan Guarantee Program provides an opportunity for British Columbia Business\* to benefit from loan guarantees for the working capital needed in export development.

### **Eligibility**

Any registered British Columbia Business is eligible, providing it manufactures or processes products or provides services with a high British Columbia content for export outside the province.

Export consortiums and trading companies are eligible if they purchase or take title to finished goods manufactured or processed in British Columbia for export.

Companies do not have to hold back until an export sale is signed. B.C. Trade will also consider pre-approving financing of specific orders or contracts while the B.C. company is still negotiating with potential export customers.

\* Includes Limited Companies, Federally chartered Companies, Partnerships, Sole Proprietorships.

### **Nature and Amount of Assistance**

The British Columbia Trade Development Corporation may guarantee up to 85% of a loan to a maximum of \$2.5 million per company. The loans can cover up to 100% of the eligible costs, or up to 85% of sale proceeds of an order or contract.

Interest rates are negotiated in the normal way by the borrower and the lender.

Loan terms of up to three years may be guaranteed.

### **Terms & Conditions**

Periodic payments of principal and interest will be made to the lending institution as monies are received from the purchaser, or from the proceeds of any claim for insurance or other financial instruments relating to the project.

B.C. Trade will charge a fee in consideration for providing the loan guarantee; the amount of the fee will vary with the risk of the project and the financial strength of the borrower, but will not be less than 3% of the amount of the guarantee per 12 month period or any portion thereof. A non-refundable administration fee of \$350.00 is to be submitted with all Export Loan Guarantee applications. All legal fees, accounting or other consulting fees associated with the Loan Guarantee will be paid for by the applicant.

As a minimum, the lender will take specific security such as an assignment of proceeds under the contract or order being financed and will include, but will not be limited to:

- the insurance of the assets held as security
- charges on any inventories
- payment guarantees; and
- any other supporting security dictated by prudent lending practices

Claims under the guarantee provisions are restricted to 35% of the net loss incurred after deducting from the loan balance the value of security held in support of the loan. Net loss includes disbursements for protection of the assets, costs of collection, loan principal and accrued interest.

### **For Further Information**

British Columbia Trade Development Corporation  
730 - 999 Canada Place  
Vancouver, British Columbia  
V6C 3E1  
TEL (604) 844-1900  
FAX (604) 660-2457

Deficiencies: 2,6

## **Program 31**

### **Name of Program**

The Technology Assistance Program  
(Government of British Columbia)

### **Common Acronym**

TAP

### **Purpose or Objective**

To assist British Columbia companies use the technical resources available at the B.C. Research Corporation and therefore assist the companies to increase productivity, develop new products, and improve profitability through the application of science and technology.

### **Eligibility**

All small- or medium-sized companies located in British Columbia in manufacturing, processing or service industries.

### **Nature and Amount of Assistance**

Funding is provided for a portion of the specialized services, equipment and technical personnel used in the research project. The amount of assistance ranges from 50% for projects costing less than \$10,000 to \$8,333 plus 25% of the cost of projects over \$20,000, to a maximum contribution of \$20,000.

### **Terms & Conditions**

Projects must involve science, research and engineering, or technology development. Projects may not be receiving other government support.

### **For Further Information**

The British Columbia Research Corporation  
3650 Wesbrook Mall  
Vancouver, British Columbia  
V6S 2L2  
TEL (604) 224-4331  
FAX (604) 224-0540

Deficiencies: 3,4,8,11,13

## **Program 32**

### **Name of Program**

Industrial Adjustment Service  
(Government of B.C./Employment and Immigration Canada)

### **Common Acronym**

IAS

### **Purpose or Objective**

IAS encourages management and labour to jointly assume the responsibility of planning for technological, industrial and/or economic changes which have an impact on the workforce.

### **Eligibility**

British Columbia firms, industry associations and communities.

### **Nature and Amount of Assistance**

IAS provides for the establishment of a management-labour committee in order to discuss human resource planning and development requirements in the workplace; to formulate measures to resolve these issues and to monitor and evaluate the implementation of plans developed.

### **Terms & Conditions**

Government provides technical advice, guidance and the coordination of financial incentives to the committee.

### **For Further Information**

Industrial Adjustment Service  
Labour Market Services Branch  
Ministry of Advanced Education, Training & Technology  
818 Broughton St., 1st Floor  
Victoria, British Columbia  
V8W 1X4  
TEL (604) 387-1070  
FAX (604) 356-8082

Deficiencies: 12

### **Program 33**

#### **Name of Program**

Marketing Plan Program  
Manitoba  
-----Manitoba Industry, Trade and Tourism --Trade Branch

#### **Common Acronym**

MPP

#### **Purpose or Objective**

To provide cost-sharing support to Manitoba companies to formulate short and long term marketing plans and support toward creating effective export quality sales promotion material.

#### **Eligibility**

Manitoba companies. Applicant companies would be assessed as being export ready and prepared to carry out the project in the selected market area.

#### **Nature and Amount of Assistance**

Cost sharing assistance for product market analysis, export package design, labelling and sales promotion material. The program will provide up to 50% of the cost of retaining an outside consultant to a maximum government contribution of \$2,000.

#### **Terms & Conditions**

Applicant requires project proposal from consultant selected detailing project.

#### **For Further Information**

Trade Branch  
Government of Manitoba  
Industry, Trade and Tourism  
7th Floor 155 Carlton  
Winnipeg MB R3C 3H8  
TEL (204) 945-2466  
FAX (204) 957-1793

Deficiencies: 2,7

**Program 34**  
**Name of Program**

Trade Assistance Program  
Manitoba  
Manitoba Industry, Trade and Tourism - Trade Branch

**Common Acronym**

TAP

**Purpose or Objective**

To provide cost-sharing assistance to companies to participate in trade shows or missions.

**Eligibility**

Manitoba companies. Firms must possess satisfactory financial and managerial capabilities and demonstrate that the project will improve sales to the selected market area. Products must include a substantial proportion of Manitoba content.

**Nature and Amount of Assistance**

Trade Fairs (Solo) - provides cost sharing support for individual participation in trade shows outside Manitoba. Exhibit space, rentals, transportation and labour are shared on 50/50 basis to a maximum of \$2,000. A company is limited to two appearances in a given show and two applications per annum.

Trade Fairs (Group) - organization and management of group participation by Manitoba firms in recognized domestic and international trade shows selected by Trade Branch. Assistance may vary from project to project, but will generally include trade fair space, rentals and services.

Trade Missions (in-Coming/Out-Going) - provides support for sales missions to identified export markets and visits of foreign buyers to Manitoba. Assistance is up to 50% of the return economy airfare and hotel accommodation for one company representative to a maximum of \$2,000.

**Terms & Conditions**

Assistance is limited to two applications per company per year.

**For Further Information**

Trade Branch  
The Government of Manitoba  
Industry, Trade and Tourism  
7th Floor, 155 Carlton  
Winnipeg MB R3C 3H8  
TEL (204) 945-2466  
FAX (204) 957-1793

Deficiencies: 2,6

## **Program 35**

### **Name of Program**

Information and Telecommunications Technology  
Strategic Initiatives Division  
Manitoba Industry, Trade & Tourism  
(Government of Manitoba)

### **Common Acronym**

INFOTECH

### **Purpose or Objective**

To formulate strategies and deliver programs to foster the development of the computer, software and telecommunications industry sector (Information Technology), through public and private partnering.

### **Eligibility**

Manitoba based companies and individuals involved in the development and marketing of information technology related products and services.

### **Nature and Amount of Assistance**

This program provides assistance in the formulation of business/marketing plans; market evaluations; securing financial assistance from federal and provincial programs; joint ventures; participation at national and international trade shows; and promotion of industry-government strategic procurement initiatives. The program also coordinates the implementation of the Canada-Manitoba WEPA Communications Technology Research and Industry Development Agreement.

### **Terms & Conditions**

Provided upon request.

### **For Further Information**

Executive Director  
5th Floor - 155 Carlton St.  
Winnipeg, Manitoba  
R3C 3H8  
TEL (204) 945-5271 or 945-5287  
FAX (204) 945-7592

Deficiencies: 1,2,5,6,7,9,11,13

## **Program 36**

### **Name of Program**

Technology Commercialization Program  
Manitoba  
(Government of Manitoba)

### **Common Acronym**

### **Purpose or Objective**

To provide a mechanism to create a broader technological industrial base in manitoba by assisting both new and established businesses to adapt and commercialize new product or process technologies.

### **Eligibility**

Manitoba companies.

### **Nature and Amount of Assistance**

Successful applicants are eligible for support in the form of financial assistance business advice and technical support. Cost shared financial support may be available for a portion of eligible expenditures in the following phases of the program - Phase 1 - \$10,000, Phase 2 - \$20,000, Phase 3 - \$30,000. Financial support may be approved on application, to help offset the costs incurred by Manitoba-based companies in the acquisition of technologies.

### **Terms & Conditions**

Financial support is cost-shared. Additional terms and conditions may apply.

### **For Further Information**

Technology Commercialization Program  
The Government of Manitoba  
501 - 155 Carlton Street  
Winnipeg, Manitoba  
TEL (204) 945-2431  
FAX (204) 945-1354

Deficiencies: 3,8,11,13

## **Program 37**

### **Name of Program**

Feasibility Studies Program  
(Government of Manitoba)

### **Common Acronym**

### **Purpose or Objective**

To assist Manitoba-based companies in undertaking a feasibility study or a business plan.

### **Eligibility**

Manitoba-based companies.

### **Nature and Amount of Assistance**

The program may cover up to a maximum of 50% of the cost of hiring an independent, arms-length consultant for the purpose of researching and compiling a feasibility study or business plan.

### **Terms & Conditions**

The 50% ceiling incorporates the net sum of all Provincial and Federal cost-shared study assistance received.

### **For Further Information**

Sectoral Development Branch  
Industry, Trade and Tourism  
410 - 155 Carlton Street  
Winnipeg, Manitoba  
R3C 3H8  
TEL (204) 945-2456  
FAX (204) 945-1793

Deficiencies: 2,4,7

## **Program 38**

### **Name of Program**

**Manitoba Industrial Opportunities Program  
(Government of Manitoba)**

### **Common Acronym**

### **Purpose or Objective**

To secure significant business investment which would otherwise not occur in Manitoba.

### **Eligibility**

All firms.

### **Nature and Amount of Assistance**

The program provides a highly flexible mechanism which allows the provincial government to enter into an agreement where in return for certain provincial incentives, the firm will establish new operations or expand existing operations in Manitoba undertaking specific capital investment as well as creating long-term jobs. Incentives are normally in the form of repayable loans with negotiable terms including interest subsidies but can also be in the form of loan guarantees or equity investment.

### **Terms & Conditions**

The nature and level of direct provincial support will take into consideration the amount of capital investment, the nature of the jobs to be created, employment conditions, geographic location, economic diversification, sustainable development and the impact on trade balance.

### **For Further Information**

Manitoba Department of Industry  
Trade and Tourism  
5th Floor, 155 Carlton St.  
Winnipeg, Manitoba  
R3C 3H8  
TEL (204) 945-2431  
FAX (204) 945-1793

Deficiencies: 14

## **Program 39**

### **Name of Program**

**Manufacturing Adaptation Program  
(Government of Manitoba)**

### **Common Acronym**

**M.A.P.**

### **Purpose or Objective**

To give small business, both new and existing, the opportunity to more readily adapt new technology to their operations in order to increase Manitoba's productivity, quality, competitiveness and exports. M.A.P. has two components - (1) technology adaptation studies and (2) five-year loans for the purchase of high technology equipment.

### **Eligibility**

A business, majority controlled by Manitoba residents, must be export-oriented or involved (or contemplating involvement) in interprovincial trade, be able to demonstrate significant potential production increases through the introduction of the advanced production equipment, be able to demonstrate job creation and demonstrate that the proposed equipment purchase involves the acquisition of high technology.

### **Nature and Amount of Assistance**

Cost-shared studies on a 50-50 basis for studies which examine the feasibility of introducing high technology to manufacturing and processing operations, to a maximum of \$7,500. Five-year loans for the purchase of high technology equipment to a maximum of \$50,000 for firms with less than \$3 million in sales and 50 employees, and a maximum of \$100,000 for companies with sales ranging from \$3 million to \$6 million and less than 100 employees.

### **Terms & Conditions**

The first two years of the loan are interest free with the remaining three years bearing interest at a reduced borrowing rate. A firm must provide at least 50% of the purchase price. The minimum loan which will be considered is \$10,000.

### **For Further Information**

Manufacturing Adaptation Program  
Financial Programs  
Government of Manitoba  
Industry, Trade and Tourism  
5th Floor, 155 Carlton St.  
Winnipeg, Manitoba R3C 3H8

Deficiencies: 1,8,11,13

TEL (204) 945-2431 FAX (204) 945-1354

## **Program 40**

### **Name of Program**

Department of Economic Development and Tourism  
New Brunswick  
(Government of New Brunswick)

### **Common Acronym**

EDT

### **Purpose or Objective**

To provide assistance to aid and encourage the establishment of manufacturing or processing and selected service industries in the province of New Brunswick.

### **Eligibility**

A new commercial enterprise to be located in New Brunswick, or a New Brunswick company planning to modernize or expand an existing facility and having attempted to secure the necessary funding from a conventional lender.

### **Nature and Amount of Assistance**

The assistance may be provided in the form of a grant, a direct loan, a loan guarantee or a shared equity arrangement. The amount of assistance is determined on a case-by-case basis.

### **Terms & Conditions**

Grants are offered as forgivable loans and are based on job creation. Interest on direct loans is at a rate established by the province. The payment of a service charge of 1% of the principle amount of any loan guarantee must precede the guarantee. Audited statements must be provided annually, and the requirement for a review or control of company transactions respecting capital expenditures, loans, investments, equity maintenance etc. There are other conditions.

### **For Further Information**

Financial Programs Division  
Department of Commerce & Technology  
Government of New Brunswick  
Fredericton, New Brunswick  
E3B 5H1  
TEL (506) 453-2474  
FAX (506) 453-7904

Deficiencies: 11,13,14

## **Program 41**

### **Name of Program**

Venture Capital Support Program  
New Brunswick

(Government of New Brunswick)

### **Common Acronym**

VCSP

### **Purpose or Objective**

To encourage the formation of investment capital for industrial growth and to improve the debt/equity position of industry.

### **Eligibility**

Proposed investments which provide funds for establishing or expanding small- or medium-sized New Brunswick companies. Eligible investments include activities in manufacturing, processing, or selected service industries. Eligible investments must cost not less than \$20,000 and not more than \$1.5 million.

### **Nature and Amount of Assistance**

VCSP provides interest-free loans to venture capital firms which propose investment in an operating company. The loan is interest-free for the first seven years in an amount not to exceed 35% of the amount of investment to be made by the venture capital firm, and must be secured by a promissory note by the venture capital firm.

### **Terms & Conditions**

The venture capital firm may invest only in the common shares, non-cumulative preferred shares and non-interest bearing subordinated loans of the operating entity. The loan is repayable unless the operating or the venture capital company fails. The venture capital firm may not own more than 49 percent of an operating company in which it invests. Other restrictions apply.

### **For Further Information**

Provincial Holdings Limited  
P.O. Box 6000  
Centennial Building  
Fredericton, New Brunswick  
E3B 5H1  
TEL (506) 453-2474  
FAX (506) 453-7904

Deficiencies: 14

## **Program 42**

### **Name of Program**

**Consulting Assistance Program  
(Government of Nova Scotia)**

### **Common Acronym**

### **Purpose or Objective**

The Consulting Assistance Program provides partial funding to small businesses for the retention of qualified advisors to develop market feasibility studies, develop business plans or other consultancy roles.

### **Eligibility**

Nova Scotia firms employing up to 50 persons engaged in production, business services etc., faced with unpleasant circumstances which could be improved through this consultative process.

### **Nature and Amount of Assistance**

Up to 50% of consultancy fees to a maximum grant of \$1,000.

### **Terms & Conditions**

### **For Further Information**

General Manager  
Suite 950  
Metropolitan Place  
99 Wyse Road  
Dartmouth, Nova Scotia  
B3A 4S5  
TEL (902) 424-5690  
FAX (902) 424-0507

Deficiencies: 2,4,5,7,8,10,13

### **Program 43**

#### **Name of Program**

Business Futures Program  
Product Development  
(Government of Nova Scotia)

#### **Common Acronym**

PD

#### **Purpose or Objective**

PD provides grants to Nova Scotia manufacturers to design and develop new products, packaging and marketing literature for export.

#### **Eligibility**

Nova Scotia manufacturers.

#### **Nature and Amount of Assistance**

Up to 50% of consultancy design fees for product design (to a maximum of \$7,500) and up to 50% of consultancy fees for packaging and market literature design (to a maximum of \$2,000).

#### **Terms & Conditions**

In-house costs, printing and prototyping are not eligible.

#### **For Further Information**

Trade Development Centre  
1800 Argyle Street  
P.O. Box 519  
Halifax, Nova Scotia  
B3J 2R7  
TEL (902) 424-5315  
FAX (902) 424-5739

Deficiencies: 2,7,8

**Program 44**

**Name of Program**

Innovation Ontario Corporation  
(Ontario)

**Common Acronym**

**Purpose or Objective**

To assist new technology-based businesses in reducing start-up risk.

**Eligibility**

New companies seeking to start a technology-based business, and existing companies who require shared-risk financing for expansion and marketing of technology-based new products.

**Nature and Amount of Assistance**

The corporation may contribute up to \$250,000 through a range of financial instruments including royalty agreements and common/preferred equity.

**Terms & Conditions**

Innovation Ontario Corporation seeks returns commensurate with the risks involve. Financial participation is based on a range of factors including commercial and financial viability, technical advantage, divestment potential and management quality and commitment.

**For Further Information**

Innovation Ontario Corporation  
56 Wellesley Street West  
7th Floor  
Toronto, Ontario  
M7A 2E7  
TEL (416) 326-1025  
FAX (416) 326-1109

Deficiencies: 2,8

## **Program 45**

### **Name of Program**

Small Business Development Corporations  
(Ontario)

### **Common Acronym**

SBDC

### **Purpose or Objective**

To encourage continuing growth and development of small business in Ontario.

### **Eligibility**

Canadian-controlled businesses with less than 150 employees, paying at least 75% of its wages and salaries in Ontario, engaged in manufacturing and processing, scientific research and development, computer software development and marketing, among others.

### **Nature and Amount of Assistance**

Individuals, corporations and other Ontario organizations are offered incentives to invest in a Small Business Development Corporation. Investors receive 25% (or 30% if the investment is made in northern or eastern Ontario) of the amount paid for new issue equity shares from the government of Ontario in the form of grants, or tax credits (for corporate investors). These grants are income tax-exempt. These corporations are established to direct funds and provide managerial expertise to small businesses.

### **Terms & Conditions**

A Small Business Development Corporation cannot hold more than 49% ownership in any small business. If the SBDC is dissolved grants and tax credits may have to be repaid, together with any earned interest on money remaining in the trust fund, to the province of Ontario. There are specific parameters on equity levels necessary on the date of registration, the end of the first year and thereafter.

### **For Further Information**

Ontario Ministry of Revenue  
Ontario Small Business Development Corporations Program  
P.O. Box 625  
33 King Street West  
Oshawa, Ontario  
L1H 8H9  
TEL (416) 433-6464  
FAX (416) 436-4496

Deficiencies: 2,3,14

## **Program 46**

### **Name of Program**

The Trade Expansion Fund  
(Ontario)

### **Common Acronym**

TEF

### **Purpose or Objective**

To assist Ontario firms accelerate their incremental export activities.

### **Eligibility**

Ontario manufacturing or service organizations in business for at least one year, with annual sales of at least \$500,000 employing at least 10 and not more than 200 persons and who have the financial, productive and managerial capacity to complete the export project. The applicant must have an existing product manufactured in Ontario. Subsidiaries of foreign companies may be eligible.

### **Nature and Amount of Assistance**

Subject to the availability of funds, up to \$35,000 is available to match out-of-pocket costs associated with the approved project. Assistance is provided for marketing research on foreign countries, to modify or design packaging to meet foreign regulations etc., to register patents, to hire a full-time export manager and to conduct a first-time exhibition at a Canadian trade show or exhibition; among others things.

### **Terms & Conditions**

Only arm's-length expenses are eligible. The program's delivered through the Ontario regional offices of the Ministry of Industry, Trade and Technology.

### **For Further Information**

See the Blue pages of your telephone pages under Ontario, Ministry of Industry, Trade and Technology or call:

The Trade Expansion Fund  
Ontario Ministry of Industry, Trade & Technology  
International Marketing Branch  
5th Floor, Hearst Block  
900 Bay Street  
Toronto, Ontario M7A 2E1  
TEL (416) 325-6856 FAX (416) 325-6814

Deficiencies: 2,7

**Program 47**

**Name of Program**

Technology Ontario  
-----Industry Research Program  
(Government of Ontario)

**Common Acronym**

**Purpose or Objective**

To stimulate collaborative projects in strategically important research, development and technology applications to aid international competitiveness.

**Eligibility**

Canadian companies or subsidiaries of foreign-owned companies operating in Ontario and research organizations receiving more than 50% of their operating funds from private sources.

**Nature and Amount of Assistance**

All approved projects exhibit close collaboration among participating firms. Amounts of fund differ. Form of assistance - grant.

**Terms & Conditions**

Selected projects must be based on sound scientific principles, display a degree of risk with potential social/economic benefits. There must be more than one partner. The project must demonstrate a potential for the production of tradeable goods and services and contribute to training and development.

**For Further Information**

Director  
Technology Ontario  
15th Floor  
56 Wellesley Street West  
Toronto, Ontario  
M7A 2E7  
TEL (416) 314-8220  
FAX (416) 314-8224

Deficiencies: 3

## **Program 48**

### **Name of Program**

Technology Ontario  
Technology Personnel Program  
- (Government of Ontario)

### **Common Acronym**

### **Purpose or Objective**

To assist small manufacturing firms in hiring new engineering, scientific and technical staff.

### **Eligibility**

Canadian corporations, some crown corporations, foreign-owned firms operating in Ontario, research organizations and consortia which are primarily private-sector-funded.

### **Nature and Amount of Assistance**

Assistance is in the form of grants to which certain performance and other conditions are attached. Eligible expenses included in a project include, among other items, reasonable travel expenses, support services expenses, communications expenses and salaries and wages.

### **Terms & Conditions**

Projects must have a total budget greater than \$200,000, with demonstrated economic potential and acceptable financial and management viability of corporate partners. Financial details are auditable at the discretion of the province. Major equipment purchased for the project must be made available for training purposes to other companies in the application or to post-secondary institutions.

### **For Further Information**

Technical Personnel Program - MITT.  
8th Floor  
900 Bay Street  
Toronto Ontario  
M7A 2E1  
TEL (416) 325-6998  
FAX (416) 325-6999

Deficiencies: 12

## **Program 49**

### **Name of Program**

Technology Ontario  
Technology Adjustment Research Program  
(Government of Ontario)

### **Common Acronym**

### **Purpose or Objective**

To provide funds to research projects which consider the effects of technological change on the workplace and workforce.

### **Eligibility**

Canadian corporations, some crown corporations, foreign-owned firms operating in Ontario, research organizations and consortia which are primarily private-sector-funded.

### **Nature and Amount of Assistance**

Assistance is in the form of grants to which certain performance and other conditions are attached. Eligible expenses included in a project include, among other items, reasonable travel expenses, support services expenses, communications expenses and salaries and wages.

### **Terms & Conditions**

Projects must have a total budget greater than \$200,000, with demonstrated economic potential and acceptable financial and management viability of corporate partners. Financial details are auditable at the discretion of the province. Major equipment purchased for the project must be made available for training purposes to other companies in the application or to post-secondary institutions.

### **For Further Information**

Director, Technology Ontario  
Ministry of Industry, Trade & Technology  
15th Floor  
56 Wellesley St. W.  
Toronto Ontario  
M7A 2E7  
TEL (416) 314-8220  
FAX (416) 314-8224

Deficiencies: 12

## **Program 50**

### **Name of Program**

Northern Ontario Heritage Fund Corporation  
New Technology

### **Common Acronym**

NOHFC

### **Purpose or Objective**

To assist in the expansion and diversification of the northern economy by offering support to research and development of new technologies for resource-based industry.

### **Eligibility**

Projects should show immediate potential to

- stimulate investment and job creation in technological research and development

Projects should show long-term potential to:

- create or stabilize permanent jobs
- stimulate private-sector investment in the resource sector
- diversify and expand the Northern Ontario economy
- replace imports and increase exports of Northern Ontario goods and services, and increase their value.

### **Nature and Amount of Assistance**

Assistance is available in the form of loan guarantees, loans, and non-repayable contributions.

### **Terms & Conditions**

### **For Further Information**

Northern Ontario Heritage Fund Corporation  
444 Queen Street East  
Sault Ste. Marie  
P6A 1Z7  
TEL (705) 942-8004  
FAX (705) 942-7070  
1-800-461-8329

Deficiencies: 3

## **Program 51**

### **Name of Program**

Investment Program  
Quebec Industrial Development Corporation  
- (Quebec)

### **Common Acronym**

### **Purpose or Objective**

To provide financial assistance to businesses for investment projects in Quebec designed to produce goods with market potential. Projects can include the expansion of facilities, modernization, automation and start-up.

### **Eligibility**

Companies must be engaged in manufacturing, computer services and research laboratories.

### **Nature and Amount of Assistance**

Financial assistance is available in the form of a venture loan which may not exceed 50 percent of eligible expenses including fixed assets and the purchase of technology and software packages.

### **Terms & Conditions**

Financial assistance is repayable based on profits. The amount of eligible expenses must be greater than \$100,000 and must represent at least 25 percent of the company's book value of fixed assets in Quebec.

### **For Further Information**

Quebec Industrial Development Corporation  
Place Mercantile  
770 Sherbrooke ouest  
9iem etage  
Montreal Quebec  
H3A 1G1  
TEL (514) 873-4375  
FAX (514) 873-4383

Deficiencies: 3,13

## **Program 52**

### **Name of Program**

Technical Section  
Quebec Industrial Development Corporation  
(Quebec)

### **Common Acronym**

### **Purpose or Objective**

To encourage research and development by providing financial assistance for the completion of a research & development project of a technical nature which includes the development of new products, the improvement of existing products.

### **Eligibility**

The company must be involved in manufacturing, computer services, or other sectors, present a project which offers a reasonable expectation of profitability, and demonstrate adequacy in areas of financial, managerial and technical stability.

### **Nature and Amount of Assistance**

The maximum amount of financial assistance will not be more than \$2.0 Million. The financial assistance may not exceed 75% of eligible expenditures, including commercial expenditures.

### **Terms & Conditions**

The financial assistance is a venture loan repayable based on profit.

### **For Further Information**

Quebec Industrial Development Corporation  
Place Mercantile  
770 Sherbrooke ouest  
9iem etage  
Montreal Quebec  
H3A 1G1  
TEL (514) 873-4375  
FAX (514) 873-4383

Deficiencies: 3,8

## **Program 53**

### **Name of Program**

Communications Product Development & Technology Transfer Program  
Communications Technology Applications Program  
Saskatchewan Economic Development

### **Common Acronym**

Western Economic Partnership Agreement (WEPA)

### **Purpose or Objective**

The objective of this Program is to encourage the development and implementation of advanced communications products in order to strengthen markets and stimulate communications services.

### **Eligibility**

Only telecommunications and/or information technology projects will be eligible for funding.

Applicants to this program must be Saskatchewan-based private firms; industry associations resident in Saskatchewan; research institutions based in Saskatchewan and in partnership with a private sector firm; or firms willing to relocate to Saskatchewan.

Primary project activity must take place in Saskatchewan and must demonstrate the project will produce long term economic, social and human resource development benefits to Saskatchewan and Canada.

### **Nature and Amount of Assistance**

The maximum funding normally available from the program will be 50 percent of eligible costs.

Eligible costs must be directly attributable to the project and may include items such as technical equipment, salaries and benefits to technical staff, travel, and professional fees.

### **Terms & Conditions**

This Program is jointly delivered by Saskatchewan Economic Development and Communications Canada under the Canada-Saskatchewan partnership Agreement in Communications Technology.

### **For Further Information**

Manager, Technology Programs  
Saskatchewan Economic Development  
5th Floor, 1919 Saskatchewan Drive  
Regina, Saskatchewan  
S4P 3V7  
TEL (306) 787-9215  
FAX (306) 787-3872

Deficiencies: 3

## **Program 54**

### **Name of Program**

Technology Development Fund  
Major Opportunities to Stimulate Technology Projects Program  
(Quebec)

### **Common Acronym**

M.O.S.T.

### **Purpose or Objective**

To increase the competitive strength of Quebec's economy by permitting the transfer, adaptation and perfecting of new marketable products or processes.

### **Eligibility**

Any company may participate in a MOST project under the following conditions:

- that the project conforms to the MOST project characteristics:
- that the project parties commit themselves to undertake in Quebec, all project activities supported by the Government of Quebec unless it is absolutely necessary that a part of these activities be accomplished outside Quebec.

### **Nature and Amount of Assistance**

Once approved by Cabinet a MOST project is eligible for a Quebec tax credit of 40% on all R&D expenditures as defined by Quebec laws and regulations. Expenditures made as a part of a MOST project that are ineligible for the 40% tax credit can be eligible for a grant of up to 50% from the Technology Development Fund. Eligible expenditures include design and start-up costs (market research, feasibility studies etc. to a maximum of 5% of current eligible expenditures); R&D activity costs, implementation costs and communication costs.

### **Terms & Conditions**

A MOST project must include the participation of researchers (universities, research centres etc.). A MOST project must be proposed in two steps: the submission of a letter of intent and the presentation of the formal project proposal.

### **For Further Information**

FTD Deficiencies: 1,8,9,11,13  
Secretariate du Fonds de developpement technologique  
875 rue Grande Allee est  
Edifice H  
3e etage  
Quebec, Quebec G1R 4Y8 TEL (418) 643-9256 FAX (418) 643-3001

## **Program 55**

### **Name of Program**

Technology Development Fund  
Support for Government Scientific and Technological Objectives  
(Quebec)

### **Common Acronym**

### **Purpose or Objective**

To provide resources which support government scientific and technological objectives in designated sectors.

### **Eligibility**

Quebec firms or firms located in Quebec.

### **Nature and Amount of Assistance**

Government grants (but no tax credits) are provided for selected projects. The SYNERGIE program supports research projects requiring the collaboration of the research community and of business. The financial contribution of the businesses should be equal to a minimum percentage of the expenditures of the project and will vary from 10% to 40% after deduction of any tax credit.

### **Terms & Conditions**

Projects that are not eligible for support under other Quebec government programs. The minimum eligible cost of projects under the SYNERGIE program is \$1.5 million for a period of 1 - 5 years.

### **For Further Information**

FTD  
Secretariat du Fonds de developpement technologique  
875 rue Grande Allee est  
Edifice H  
3e etage  
Quebec, Quebec G1R 4Y8  
TEL (418) 643-9256 FAX (418) 643-3001

Deficiencies: 3

## **Program 56**

### **Name of Program**

Technology Development Fund  
Environmental Research & Technological Development Projects  
-(Quebec)

### **Common Acronym**

### **Purpose or Objective**

To help finance projects for exploratory environmental research (PEER) and projects for innovative technology in environment (PITE).

### **Eligibility**

Quebec firms or firms located in Quebec.

### **Nature and Amount of Assistance**

PEER will fund basic and applied research as part of projects designed to acquire knowledge that is essential to meet Quebec's major environmental challenges. Research proposals will be solicited either through calls to tender or by invitation to the universities, research centres or specialized companies. Financial support for PEER will be in the form of grants. PITE support will be in the form of a refundable tax credit of 40% on the total amount of scientific research and experimental development incurred in Quebec for such a project. The funding rate may reach 40% of eligible expenditures incurred for the design, start-up and implementation phases.

### **Terms & Conditions**

PITE projects must cost at least \$500,000. A project must be based on a partnership that may include only a single industrial business and one or more research units (university, CEGEP, research centres or public laboratory).

### **For Further Information**

FTD  
Secretariat du Fonds de developpement technologique  
875 rue Grande Allee est  
Edifice H  
3e etage  
Quebec, Quebec G1R 4Y8  
TEL (418) 643-9256 FAX (418) 643-3001

Deficiencias: 4

## **Program 57**

### **Name of Program**

Technology Development Fund  
R&D/Small Business Program  
(Quebec)

### **Common Acronym**

### **Purpose or Objective**

To broaden the base of Quebec firms in the high technology sector by providing government assistance for research carried out by small- and medium-sized businesses working in the leading technology fields.

### **Eligibility**

Quebec companies with assets of less than \$25 million or net shareholders equity of no more than \$10 million.

### **Nature and Amount of Assistance**

The program's financial support is in the form of a grant that may reach 50% of the eligible expenditures.

### **Terms & Conditions**

Projects must involve a high technological risk, significant commercial potential for the business and participants and eventually improve the competitiveness of businesses of the specific sector or sectors of Quebec's economy. The minimum cost of eligible projects should be \$200,000 with a maximum of \$5 million.

### **For Further Information**

Programme R-D/PME  
Ministère de l'Industrie, du commerce  
et de la Technologie  
Direction du Soutien à la R-D  
770, Sherbrooke ouest  
14e étage  
Montréal (Québec)  
H3A 1G1  
TEL (514) 982-3001 FAX (514) 873-1353

Deficiencies: 3

**Program 58**

**Name of Program**

Small Business Enhancement  
(Prince Edward Island)

**Common Acronym**

**Purpose or Objective**

To encourage business development in the manufacturing and processing sectors and in eligible service sectors.

**Eligibility**

P.E.I. businesses.

**Nature and Amount of Assistance**

Approved applicants may be assisted with capital costs relating to business start-up, expansion or modernization. Levels of assistance are 30 - 50% of capital costs to a maximum of \$30,000.

**Terms & Conditions**

Approved applicants are reimbursed for eligible capital expenditures.

**For Further Information**

Deficiencies: 13,14

Business Development Agency  
West Royal Industrial Park  
Charlottetown, P.E.I.  
C1E 1B0  
TEL (902) 368-5800  
FAX (902) 368-5801

**Program 59**

**Name of Program**

Environmental Technology Commercialization Program  
(Industry, Science & Technology Canada)

**Common Acronym**

ETCP

**Purpose or Objective**

To share the financial risks of developing, demonstrating and commercializing new technologies to solve environmental problems through the use of first-time pilot and demonstration projects.

**Eligibility**

Project sponsors will be for-profit corporations and partnerships operating in Canada that represent an alliance and have the capability to successfully demonstrate and commercialize new environmental technology.

**Nature and Amount of Assistance**

Successful technology demonstration projects may receive assistance of up to 50% of the eligible costs to a maximum contribution of \$5 million. Related studies may receive a contribution of up to 75% of the cost of the study to a maximum of \$50,000. Eligible costs may include salaries, technical services, cost of materials, supplies, travel, communication, subcontract costs, etc.

**Terms & Conditions**

Contributions to demonstration projects will be repayable.

**For Further Information**

Program Manager  
Environmental Affairs Branch  
Industry, Science & Technology Canada  
235 Queen Street  
Ottawa, Ontario  
K1A 0H5  
TEL (613) 954-3205  
FAX (613) 954-3430

Deficiencies: 4

## **Program 60**

### **Name of Program**

New Exporters to Border States Program  
(Ontario)

### **Common Acronym**

NEBS

### **Purpose or Objective**

To teach the basics of exporting to the U.S. by taking Ontario firms to a U.S. entry-point for on-the-spot presentations and introductions to the exporting process. As a participant, you will learn about all facets of exporting such as: identifying market opportunities; developing marketing plans; export pricing; selecting manufacturers' agents or distributors; legal considerations; warehousing and distribution; customs clearance procedures; banking considerations for U.S. Sales; export financing and financial alternatives; provincial and federal government support; product promotion and trade shows; export documentation; customs clearance procedures; accounts collection.

### **Eligibility**

Your company must have been in business for at least a year, have at least \$100,000 sales annually, have a manufacturing base in Ontario and manufacture a product or provide services having at least 50 percent Ontario value-added.

### **Nature and Amount of Assistance**

The ministry provides return transportation from the departure point and meals during working sessions. Accommodation and incidental expenses are paid directly by the participants. All arrangements, including accommodation, are handled by the ministry.

### **Terms & Conditions**

A representative of a company not meeting the above criteria or a second representative of an eligible company may participate in the program as an associate member. In addition to their accommodation, air fare when necessary, and incidental expenses, associate members are required to pay a program fee.

### **For Further Information**

Mary Palmer  
900 Bay Street  
Hearst Block 5th Floor, Toronto  
TEL (416) 325-6663  
FAX (416) 325-6653

Deficiencies: 2

## **Program 61**

### **Name of Program**

**Industrial Research Assistance Program  
(National Research Council of Canada)**

### **Common Acronym IRAP**

### **Purpose or Objective**

To help small- and medium-sized businesses become more technologically competitive in domestic and international markets.

### **Eligibility**

Canadian firms with fewer than 500 employees.

### **Nature and Amount of Assistance**

IRAP offers industrial technology advisory services across Canada and can provide financial assistance for certain projects designed to enhance a firm's technical capability. The IRAP Network involves some 80 specialized technology centres, as well as NRC laboratories, federal departments, provincial research organizations, universities and colleges, and other professional bodies.

The program is delivered by Industrial Technology Advisors who support industrial clients with information and advice to increase technological awareness, solve technical problems, encourage the use of new technology, and access government assistance programs. IRAP provides funding through two programs: Technology Enhancement (TE) and Research, Development and Adaptation (RDA). TE contributions are limited to \$15,000 per project; RDA contributions range from \$15,000 - \$350,000 over a period of up to 36 months.

### **Terms & Conditions**

IRAP can normally cover up to 50% of the costs of the project, with the applicant's share being at least 25%. Eligible activities include R&D projects, adaptation of existing technologies, technical feasibility studies, technical analysis, and linkages with external agencies which could be a source of technology or technical assistance.

### **For Further Information**

Contact the National Research Council, Industrial Research and Assistance Program, Montreal Road, Ottawa, K1A 0R6 (613) 993-3431

Deficiencies: 1,3,4,7,8,9,11,13

## **Program 62**

### **Name of Program**

Defence Industrial Research Program  
(National Defence)

### **Common Acronym**

DIRP

### **Purpose or Objective**

To improve the capability for innovation in Canadian industry thereby enhancing its ability to share in the development and supply of material and equipment to meet Canadian, NATO or other Allied defence requirements.

### **Eligibility**

Companies incorporated in Canada which have sufficient autonomy to permit the application of its research results from a Canadian base in the best interests of the Canadian economy; groups of companies incorporated in Canada desirous of setting up and maintaining a jointly sponsored industrial research facility.

### **Nature and Amount of Assistance**

Accountable contributions. For companies with current SSC-approved rates for engineers and scientists, the DND contribution will not exceed 50% of costs in certain payment categories (labour, direct materials, specialized equipment, subcontractors, consultant fees, computer services, specialized testing, audit costs etc.). For companies without current SSC-approved rates, the DND contribution to the above direct costs will not exceed 75%, and the overall project contribution will not exceed 50%.

### **Terms & Conditions**

Research projects must be in technologies of relevance to defence. The company will provide the necessary accommodation. Contributions are not intended to cover the cost of acquisition of major capital facilities but special equipment required for the execution of a particular project may be covered.

### **For Further Information**

Deficiencies: 3,8

Chief of Research & Development  
Department of National Defence  
101 Colonel By Drive  
Ottawa, Ontario

K1A 0K2 TEL (613) 992-8939 FAX (613) 996-0038

## **Program 63**

### **Name of Program**

Manufacturing Assessment Service  
(Industry, Science & Technology Canada)  
(Government of Canada)

### **Common Acronym**

MAS

### **Purpose or Objective**

The MAS aims to enhance the competitiveness of small and medium-sized companies by assisting them financially to engage an independent consultant to assess the manufacturer's operations and recommend appropriate improvements.

### **Eligibility**

Taxable manufacturing corporations operating in Canada are eligible.

### **Nature and Amount of Assistance**

Companies are invited to apply to their local ISTC Business Service Centre for MAS assistance. Successful applicants will be asked to pay an up-front fee ranging from \$750 to \$2,000. ISTC will pay the balance of all MAS-related costs, up to a maximum of \$6,750. Applicants will then receive the following services. First, there will be an in-depth telephone interview to gather information about the firm's current operations. An operation profile will then be prepared based on this interview. Using the operation profile as a starting point, a consultant will then spend two or three days at the firm and will discuss the firm's operations and management practices. The consultant will then prepare a report that summarizes your company's position and recommends changes to increase your competitiveness.

### **Terms and Conditions**

Successful applicants will be asked to pay an up-front fee ranging from \$750 to \$2,000.

### **For Further Information**

Industry, Science and Technology Canada  
1st Floor, East Tower  
235 Queen Street  
Ottawa, Ontario K1A 0H5  
TEL: (613) 952-ISTC  
FAX: (613) 957-7942

Deficiencies: 1,2,4,6,8,9,10,11,13

## **Program 64**

### **Manufacturing Visits Program (MVP)**

#### **Common Acronym**

**MVP**

#### **Purpose or Objective**

The MVP is series of organized meetings/visits with senior managers from Canada's leading manufacturers. The MVP allows senior managers of manufacturing firms to learn about "best practices", the implications of adopting new technology or new management methods from the successful experience of Canada's industry leaders. It is designed to give top decision-makers, the ones who direct policy and processes, valuable insight into the innovations applicable to their companies.

#### **Eligibility**

The MVP is open to non-competing senior managers and executives of Canadian manufacturing companies.

#### **Nature and Amount of Assistance**

MVP is sponsored by Industry, Science and Technology Canada. A list of host sites is publishes three times a year. There is no charge for attending a visit. However, visitors are responsible for their own travel expenses.

#### **For Further Information**

To obtain a list of future host sites or more information on MVP call toll-free 1-800-661-0107.

Deficiencies: 1,2,3,4,5,6,8,9,10,11,13

## **Program 65**

### **Name of Program**

National Research Council of Canada

### **Common Acronym**

### **Purpose or Objective**

The National Research Council of Canada performs, supports and promotes scientific and industrial research to enhance the competitiveness of industry and for the economic and social benefit of the country. Considerable research is undertaken in a variety of strategic technologies to support the information technology sector. Some examples are: knowledge based systems, software engineering, systems integration, advanced materials, acoustics, microelectronics, optoelectronics, photonics and manufacturing technologies. The NRC also maintains Canada's primary standards of physical measurement and provides a number of client services including the Calibration Laboratory Assessment Services (CLAS).

### **Eligibility**

All companies operating in Canada are eligible.

### **Nature and Amount of Assistance**

Within the scope of its research activity, the NRC can perform contract research or work collaboratively with individual or groups of companies. Contract research is rendered in accordance with standard fee schedules. Collaborative research projects are jointly funded by the industrial participant(s) and the NRC.

### **Terms and Conditions**

Terms and conditions and licensing agreements are fine-tuned on a case by case basis for collaborative work. Standard terms and conditions are used for services or contract research.

### **For Further Information**

National Research Council of Canada  
Marketing Services Office  
Building M-50, Montreal Road  
Ottawa Ontario  
K1A 0R6

TEL (613) 993-0736  
FAX (613) 952-0074

Deficiencies: 3, 8, 9, 11, 13

## **Program 66**

### **Name of Program**

Environmental Innovation Program  
(Environment Canada & Supply & Services Canada)

### **Common Acronym**

EIP

### **Purpose or Objective**

To promote Canadian environmental innovation outside government and to strengthen environmental science and technology.

### **Eligibility**

EIP offers Canadian industry, universities, native groups, non-governmental organizations and interested individuals the opportunity to meet the environmental priorities of the green plan by submitting innovative research and development proposals.

### **Nature and Amount of Assistance**

The money for EIP contracts comes from a combination of EIP's \$18 Million budget over 5 years and money from sponsoring government departments

### **Terms and Conditions**

Only projects which directly support the goals and objectives of the Green Plan will be supported. A proposal must either offer a new, unique idea or the proposer must have a unique capability or capacity for carrying out the proposed work. The proposal must have environmental scientific merit, must be technically feasible and must be sponsored by a federal government department.

### **For Further Information**

Programs Branch  
Science & Professional Services Directorate  
Supply & services Canada  
12C1, Phase III, Place du Portage  
11 Laurier Street  
Hull Quebec  
K1A 0S5  
TEL (819) 956-1774  
FAX (819) 997-7352

Deficiencies: 4

## **Program 67**

### **Name of Program**

Unsolicited Proposals Brokerage Service  
(Supply & services Canada)

### **Common Acronym**

UPBS

### **Purpose or Objective**

To encourage innovative science and technology proposals and to meet other federal government priorities such as industrial competitiveness, regional and small business development and economic priorities.

### **Eligibility**

Canadian industry, universities, non-profit organizations and individuals may submit proposals under the UPBS.

### **Nature and Amount of Assistance**

The UPBS uses existing financial resources through alliances with the Canadian private sector and government departments and agencies at the federal, provincial and municipal levels.

### **Terms and Conditions**

If a proposal meets the acceptance criteria, sufficient technical support exists and enough funding can be committed, a contract will be awarded to allow the work to proceed on behalf of the sponsors collectively. The Programs Branch will also act as a banker. The SSC Science Branch negotiates and administers the contract under the usual science procurement conditions to ensure that deliverables are acceptable and that each sponsor's goals are addressed.

### **For Further Information**

Programs Branch  
Science & Professional Services Directorate  
Supply & services Canada  
12C1, Phase III, Place du Portage  
11 Laurier Street  
Hull Quebec  
K1A 0S5  
TEL (819) 956-1774  
FAX (819) 997-7352

Deficiencies: 3,4,9

## **Program 68**

### **Name of Program**

Federal Procurement Assistance Program  
(Federal Office of Regional Development-Quebec)

### **Common Acronym**

FPAP

### **Purpose or Objective**

To increase the participation of Quebec Businesses in federal procurement. Through this program, the competitiveness of these businesses will be strengthened while helping them meet the procurement standards and requirements of the federal government.

### **Eligibility**

All non-government commercial entities with annual sales of less than \$10 million.

### **Nature and Amount of Assistance**

The program provides contributions of up to 50% of eligible costs incurred for a project located in a central region of Quebec and 75% of eligible costs incurred in a resource region. Eligible projects include training related to quality control, preparing a quality assurance manual, adapting products or installing security systems to comply with federal requirements, etc.

### **Terms and Conditions**

The applicant and the project must be commercially viable. The project must have a positive impact on the economy and would not proceed without government funding. The applicant must not have entered into any legal commitments as regards the project costs prior to the date on which the application is received. Recipients must bid on federal contracts or related subcontracts or enter products or services on an approved federal government source list within 24 months of project completion.

### **For Further Information**

Federal Office of Regional Development, Quebec  
P.O. Box 247  
Tour de la Bourse  
800 Place Victoria, Suite 3800  
Montreal Quebec  
H4Z 1E8

Deficiencies: 1,9

TEL (514) 283-7557 1-800-263-4689

**PART 4**

**ALPHABETICAL PROGRAM LISTING**

# PROGRAM LISTING

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Canadian information technol

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