

## **BUSINESS GRANT & LOAN APPLICATION**

### **Program Purpose:**

Louis Riel Capital Corporation (LRCC) provides commercial financing and non-repayable grants to help Red River Métis citizens start, expand or acquire businesses in Manitoba.

### **Program Eligibility:**

Business must be at minimum 51% Red River Métis owned and controlled.

Business must be headquartered in Manitoba and applicant must be a Manitoba resident.

Applicant must have a minimum of 10% of the total project costs.

Project must provide full time employment to the applicant.

Projects must be a minimum of \$30,000.00+. For projects under \$30,000.00 please apply for the MMF Entrepreneurship Initiative at: <https://www.lrcc.mb.ca/mmf-entrepreneurship-initiative>.

If your business is structured as 51% (+) Red River Métis women owned and requiring funds of \$50,000.00 or less, please apply for the Métis Women's Entrepreneurship Program: <https://www.lrcc.mb.ca/mwe-grant-and-loan-program>

LRCC requires a business plan when applying for funding. If you do not have the ability to complete a business plan, LRCC can provide support for you to work with a profession consultant though our [Business Support Program](#). LRCC can cover up to 75% of the cost through a non-repayable grant. Note that business plans often cost at least \$5000.00 total + any applicable taxes. **In order to hire an outside consultant, you must obtain at least two quotes for the business plan and be approved through the Business Support program prior to starting the business plan process.**

Please review all pages of this document before submitting an application. It is also recommended that you read the Business Grant and Loan Information Sheet.

***Any costs incurred before program approval will not be eligible for support.***

Completed applications and general program Inquiries can be directed to:

- **Website:** [www.lrcc.mb.ca](http://www.lrcc.mb.ca)
- **Address:** 2100-333 Main St., Winnipeg, MB, R3C 4E2
- **Phone:** 204-589-0772
- **Toll Free within Manitoba:** 1-800-387-6004
- **E-mail:** [info@lrcc.mb.ca](mailto:info@lrcc.mb.ca)



**BUSINESS PROFILE:**

Type of Project:

Start-up    Expansion    Business Acquisition

Business Name \_\_\_\_\_

Registered:    Yes    No

Date Registered \_\_\_\_\_ Year End \_\_\_\_\_

How Long in Business \_\_\_\_\_

Number of Employees Métis \_\_\_\_\_ Non- Métis \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone# \_\_\_\_\_ Cell # \_\_\_\_\_

Email \_\_\_\_\_

Website: \_\_\_\_\_

**FINANCING REQUIREMENTS:**

Total Project Costs **(A)** \$ \_\_\_\_\_

Client Cash Equity Portion (Minimum 10% of Total Project Costs) **(B)** \$ \_\_\_\_\_

LRCC Grant & Loan Requirement **(A-B)**  
\$ \_\_\_\_\_

Collateral for loan: Business Assets \_\_\_\_\_ Commercial Real Estate \_\_\_\_\_ Machinery & Equipment \_\_\_\_\_

Other (please specify) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**CURRENT/PROPOSED OWNERSHIP:**

Sole Proprietorship    Partnership    Corporation

PARTNER/SHAREHOLDER	% OWNERSHIP

**OBJECTIVES:**

Purpose/Use of Funds: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Briefly describe your business, your experience and or background in the industry: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**Estimated Project Costs**

<b>Estimated Project Costs</b>	<b>\$</b>
<b>Capital Costs</b>	
Business Acquisition	
Land & Building (generally not eligible for grant funding)	
Equipment & Machinery	
Leasehold Improvements	
Commercial Vehicles (Semi Truck, Dump Truck, Commercial Cubed Van)	
Other (specify)	
Other (specify)	
Other (specify)	
<b>Operating Costs (START-UPS ONLY)</b>	
Rent (first 3 months)	
Insurance (first 3 months)	
Utilities (first 3 months)	
Inventory (initial purchase only)	
Other Working Capital Required (first 3 months)	
<b>TOTAL CAPITAL &amp; OPERATING COSTS</b>	
<b>Marketing Costs</b>	
Advertising	
Website	
Signage	
Decaling	
Other (specify)	
<b>TOTAL MARKETING COSTS</b>	
<b>Business Support Costs</b>	
Bookkeeping (start-up only)	
Legal	
Other (specify)	
<b>TOTAL BUSINESS SUPPORT COSTS</b>	
<b>Total Estimated Project Costs (should match page 2 of application)</b>	

## APPLICATION CHECKLIST

**Please include all items listed below when submitting an application to avoid delays in processing your application.**

### **Proof of Métis Heritage & Additional ID**

- MMF Citizenship card, or letter from MMF Central Registry Office and Genealogy documents confirming Metis Heritage. – ***Each Métis owner must submit.***
- Additional Photo ID (Driver’s License, Passport, etc.) – ***Each owner must submit.***

### **Proof of Minimum 10% Cash Equity**

- All loans require that the owners will be putting in at minimum 10% of your **total project costs**.
- Bank/Investment Statements showing funds on hand for at least 30 days.
- If funds have recently been gifted to the applicant, a gift letter must also be submitted.

### **Confirmation of Canada Revenue Agency (CRA) Tax Filings and Income Tax payments (if applicable).**

- CRA Notice of Assessments for previous 2 years. – ***Each owner must submit.***
- If income taxes were owing, proof of payment or current CRA Statement of Account must also be submitted.

### **LRCC Personal Statement of Affairs**

- Separate LRCC form to be filled out detailing personal net worth. – ***Each owner must submit.***

### **Void Cheque**

- Void Cheque for account where proposed loan payments will be deducted.

### **Business Plan**

- Details overview of current operation or start-up (Operations, Marketing, Industry, Project Costs, Financial Projections, etc.)
- LRCC Business Plan Template can be provided upon request.
- Possible funding through LRCC to help hire consultant if required (contact LRCC office for additional details).

### **Business Registration Documentation**

- Sole Proprietorships: Business Registration documentation from Manitoba Companies Office
- Partnerships: Business Registration documentation from Manitoba Companies Office and Partnership Agreement (if applicable)
- Corporations: Articles of Incorporation and Shareholders Agreement (if applicable)

### **Resume (Start-up/Company Acquisition Only)**

- Resume detailing employment history, training, certification, education, etc. – ***Each owner must submit.***

### **Financial Statements (Business Expansion/Company Acquisition Only)**

- Sole Proprietors/Partnerships: CRA T2125 – Statements of Business Activities for at minimum last 2 years
- Corporations: Accountant Prepared Financial Statements for at minimum last 2 years.
  - Notice to Reader level or higher.

### **Quotes (Equipment purchase, inventory, marketing, etc.)**

- Provide quotes to support the estimated project costs.

### **Offer to Purchase (Company Acquisition Only)**

- Offer to Purchase Assets/Shares with financing condition, prepared by a lawyer.