

## METIS WOMEN ENTREPRENEURSHIP (MWE) PROGRAM - APPLICATION

### Program Purpose:

Louis Riel Capital Corporation (LRCC) provides commercial financing to help Metis-Women citizens start or expand businesses in Manitoba. This program offers up to \$20,000.00 in financing composed of a grant and loan.

### Program Eligibility

- Businesses must be minimum 51% Metis & Women owned and controlled.
- Businesses must be headquartered in Manitoba and at least one Metis owner must be a Manitoba resident.
- Applicant(s) must have a minimum of 5% of total project costs in non-borrowed cash equity.

Please review all pages of this document before submitting an application. It is also recommended that you read the “Metis Women Entrepreneurship (MWE) Program 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:** 340-150 Henry Avenue, Winnipeg, MB, R3B 0J7
- **Phone:** 204-589-0772
- **Toll Free within Manitoba:** 1-800-387-6004
- **Fax:** 204-589-0791
- **E-mail:** [info@lrcc.mb.ca](mailto:info@lrcc.mb.ca)

**METIS WOMEN ENTREPRENEURSHIP (MWE) PROGRAM**



**May 2022**

**BUSINESS PROFILE:**

Type of Project:  
 Start-up     Expansion

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

Registered:     Yes     No

Date Registered \_\_\_\_\_

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

Address \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

Phone# \_\_\_\_\_ Fax # \_\_\_\_\_

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

Email \_\_\_\_\_

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

**FINANCING REQUIREMENTS:**

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

Client Cash Equity Portion (Minimum 5% of Total Project Costs) **(B)** \$\_\_\_\_\_

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

**CURRENT/PROPOSED OWNERSHIP:**

Sole Proprietorship     Partnership     Corporation

<b>PARTNER/SHAREHOLDER</b>	<b>% OWNERSHIP</b>

**OBJECTIVES:**

Briefly describe what products or services the business provides/will provide.

Briefly describe your business experience and or background in the industry.

# METIS WOMEN ENTREPRENEURSHIP (MWE) PROGRAM



May 2022

## FINANCIAL INFORMATION:

Existing Bank or Credit Union (Name & Address):

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

Accountant (Name & Address):

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

Lawyer (Name and Address):

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

## EXISTING BUSINESS CREDIT RELATIONSHIPS (TRADE /SUPPLIER CREDIT):

Name & address

Purpose \_\_\_\_\_

Original Amount \$ \_\_\_\_\_

Balance Owing \$ \_\_\_\_\_

Payment Terms \$ \_\_\_\_\_

Name & address

Purpose \_\_\_\_\_

Original Amount \$ \_\_\_\_\_

Balance Owing \$ \_\_\_\_\_

Payment Terms \$ \_\_\_\_\_

## OTHER OBLIGATIONS:

	YES/NO	AMOUNT
Are you an endorser, guarantor or co-signer for any existing credit facilities?		
Does the business owe any back taxes or source deductions (sales tax, income tax, etc.)		
Is the business or any owners a party to any claim or lawsuit?		
Have any owners or the business ever declared bankruptcy?		

If you answered "Yes" to any of the above, please provide details:

## DECLARATION:

I(We), certify that all the information provided in this application is true, complete and correct and understand it will be used by the Louis Riel Capital Corporation to determine credit worthiness. The proceeds of the loan applied for will be used for business purposes and not for any personal, family or household purposes.

I(We) hereby authorize the Louis Riel Capital Corporation(LRCC), from time to time, to give credit and other information about myself and the business, including any information on this application to, or receive such information from: (a) any credit or reporting agency (b) any company with whom I may have or propose to have financial relations.

The undersigned hereby grants permission to Indigenous Services Canada (ISC) or it's successors to have access to related files located at the Louis Riel Capital Corporation for the purpose of reporting, monitoring and evaluating.

*In consideration of the Privacy Act of Manitoba and/or Canada, I/We hereby irrevocably authorize Louis Riel Capital Corporation to conduct investigations as it deems necessary for the assessment of this and any future loan applications and in the case of loans granted, in the administration and/or collections of such loans, I/We also authorize Louis Riel Capital Corporation to exchange credit information with other institutions at Louis Riel Capital Corporation's sole discretion and agree that any authorization given by me/us to another institution does not obligate Louis Riel Capital Corporation to exchange information with said other institution. All information submitted/acquired is the property of LRCC and will remain on file for up to ten (10) years from date of last account activity.*

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CO-APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE

**Estimated Project Costs**

<b>Estimated Project Costs</b>	<b>\$</b>
<b><u>Capital Costs</u></b>	
Equipment & Machinery	
Leasehold Improvements	
Vehicles	
Other (specify) _____	
Other (specify) _____	
Other (specify) _____	
<b><u>Operating Costs (START-UPS ONLY)</u></b>	
Rent (first 3 months)	
Insurance (first 3 months)	
Utilities (first 3 months)	
Inventory (initial purchase only)	
Other Working Capital Required (up to first 3 months)	
<b>TOTAL CAPITAL &amp; OPERATING COSTS</b>	_____
<b><u>Marketing Costs</u></b>	
Advertising	
Website	
Signage	
Decaling	
Other (specify)	
<b>TOTAL MARKETING COSTS</b>	_____
<b><u>Business Support Costs</u></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 Metis Heritage & Additional ID**

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

### **Proof of Minimum 5% Cash Equity**

- All applications require that the owners will be putting in at minimum 5% 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 & spouse sign***

### **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.

### **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 Only)**

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

### **Financial Statements (Business Expansion 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.

**\*\* If you are a new business start-up and have not yet registered a business or opened a bank account you can do these after applying. \*\***