



**MILLBROOK
FIRST NATION**
MILLBROOK EQUITY INCENTIVE
INFORMATION COVERSHEET

(Please Print)

Business Name and Address: _____

Name of Principal(s): _____

Address: _____

Telephone: (____) _____

Is this a new business? _____ (Y/N) Existing Business? _____ (Y/N)

If existing, years of operation: _____

Amount of Contribution requested \$ _____ (* see guidelines)

Purpose of Contribution requested: _____

Other sources of funding obtained / approved:

Applicant's Equity: Cash \$ _____ Other: _____

Financing

Ulnooweg Development _____ (Y/N) Amount \$ _____

Bank? _____ (Y/N) Name and Address of Bank: _____

Amount \$ _____

Other contribution Received / Approved: _____ Amount \$ _____

Name of Agency: _____

*Other information you wish to include may be forwarded on a separate sheet.

Signature of Applicant (s)

Date

Millbrook Equity Incentive Guidelines

Purpose To assist band members in the start-up of a business or expanding/upgrading of an existing business.

Terms Non repayable grant, reimbursement of contributed equity by the applicant can be up to a maximum of 20% of the costs that are paid by the applicant. The contributed equity source can be cash/equipment or in kind assets and must be identified. This equity must be non-borrowed funds.

Costs which other grants have been obtained to cover are not eligible. One application per applicable business.

Maximum lifetime limit of \$ 2,000 per band member, this includes grants under the previous equity program.

Eligible Expenses

Set up costs such as one time set up fees such as initial business registration, license fees, printing costs for advertising, business cards, invoices etc.

Purchase of fixed assets such as buildings, real estate, equipment, computers, software and furniture etc.

For equipment contributed to the business (in kind contribution) by the applicant must be supported by a valuation of equipment this can be a formal valuation or copy of advertisement for similar equipment that has been recently purchased. (EBay, Kijiji etc.)

Receipts/invoices identifying assets purchased and supported by proof of payments, cash, cheque, Visa etc.

Expenses

Not eligible Expenses that are not covered include automobiles costs, inventory purchased for resale, goodwill, trademarks or other intangible assets

Requirements

Business must be registered with the Registry of Joint Stocks
If project financing has been approved by a lender or another party
please enclose a copy of the terms letter or offer to finance.

New Business

Requests under \$ 750.00 (equity injection up to \$ 3,750) should
have a preliminary business plans explaining the opportunity, list of
costs, equipment required, sources of funds equity, financing (if any)
and projected financials statements. These can be hand written format.

Requests over \$ 750.00 to \$ 2,000.00 (equity injection from \$ 3,750 to
\$ 10,000) should be accompanied by a formal business plan covering
such topics as business description, listing of project cost and
financing including source of equity contribution, a brief industry and
market analysis, promotion/marketing outline, operations and
environmental issues(if any), a timetable for implementation.
Financial projections for the first 3 years are also required.

Existing Business

A copy of the latest financial statements and a copy of the current,
registry of Joint Stock registration as well as information referred to
above.

Information Cover sheet

Please be forwarded to

James Stevens
Economic Development Officer
Millbrook First Nation
P.O. Box 634
Truro, Nova Scotia
B2N5E5
Telephone: (902) 897-9199 Fax :
(902)893-4785
Email:james.stevens@eastlink.ca

Millbrook reserves the right to reject any application for a start –up or expansion upgrading business equity incentive grant if

1. There are or could be serious environmental concerns with the businesses operations;
2. The business activity/actives are dangerous to or present a real potential danger to the public;
3. The business conflicts with an existing Band operated business or a business in which the Band is a partner or shareholder of;
4. The business is one that does not meet the Bands ethical standards;
5. The business does not meet the Bands construction design standards for the area proposed for its location; and
6. Any other matter the Band considers may in any way be harmful to Bands image or reputation.