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***Inuvialuit Guide To Government Programs -
1989-90***

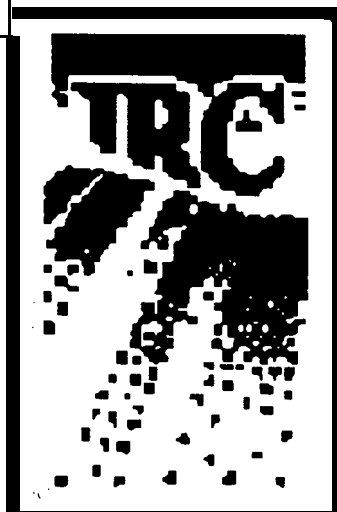
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**Inuvialuit
Regional
Corporation**

Inuvialuit Guide
to Government
Programs
1989/90

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INUVIALUIT REGIONAL CORPORATION



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On behalf of the Inuvialuit Regional Corporation I am pleased to present the Inuvialuit Guide to Government Programs, second edition.

The purpose of this manual is to assist the Inuvialuit in better meeting our training and employment needs and requirements for small business support.

Many government programs exist that can be of benefit to the Inuvialuit. We have good business ideas, but often don't know where to go for support and advice. We have the desire to improve our skills and knowledge or learn new ones, but often don't know what programs are offered to help us. This short booklet is intended to help Inuvialuit organizations and individuals overcome these problems and take better advantage of government programs that can be of assistance to them. The guide is updated on a yearly basis to reflect revisions to government programs.

I am enthusiastic about the economic initiatives and interest that exist in our Communities. The Inuvialuit Regional Corporation is committed to supporting and encouraging it. It is our hope that this booklet is an indication of that commitment.

Sincerely,

Roger T. Gruben
Chairman

Table of Contents

INTRODUCTION

ARTS AND CRAFTS

A. Economic Development Agreement (EDA)	
Arts and Crafts Development Subsidiary Agreement	
1. Product and Market Development Program	
a) Materials Supply	1
b) Product Development	2
c) Market Development	
i) Dealer Support	3
ii) Arts and Crafts Marketing	4
iii) Advertising/Marketing Strategies	5
2. Arts and Crafts Management Improvement Program	6
3. Artist and Artisan Development Program	7
B. NWT Carving Stone Supply Program	8
C. NWT Arts Council	9

BUSINESS ASSISTANCE

A. Canadian Aboriginal Economic Development (CAED)	
Business Development Component	11
B. Economic Development Agreement (EDA)	
Small Business Development Subsidiary Agreement	
1. Opportunity Identification Program	12
2. Small Business Development Incentive Program	13
3. Business Service Centres Program	14
C. NWT Business Development Contributions	15
D. GNWT Business Loans and Guarantees Fund	16
E. GNWT Financial Assistance to Business	17
F. GNWT Eskimo Loan Fund	18
G. GNWT Small Business Grants	19
H. GNWT Venture Capital Program	20
I. GNWT Trade Show Assistance Program	21
J. Federal Business Development Bank (FBDB)	
Financial Assistance Programs	
1. Loans, Loan Guarantees and Financial Planning	22
2. Venture Capital	23
K. Program for Export Market Development (PEMD) (Government of Canada)	24
L. Business Opportunities Sourcing System (BOSS) (Government of Canada)	25
M. Advanced Manufacturing Technology Application Program	26
N. Federal Business Development Bank (FBDB)	
Management and Consulting Services	
1. Counselling Assistance to Small Enterprises (CASE)	27
2. Business Management Seminars	27
3. Business Management Courses	27
4. Information Services	28
5. Strategic Business Planning Service	28

cent'd.i. Table of Contents

ECONOMIC DEVELOPMENT

A. Economic Development Agreement (EDA)	
Applied Economic Planning Subsidiary Agreement	
1. Community Planning and Project Information	
a) Economic Development Facilitator	29
b) Economic Development Planners	30
B. GNWT Core Funding for Economic Development Organizations	31
C. Canadian Aboriginal Economic Development (CAED)	
Joint Ventures Component	32

HUNTING, TRAPPING AND FISHING

A. GNWT Commercial Fishery Assistance Program	33
B. Economic Development Agreement (EDA)	
Renewable Resource Development Subsidiary Agreement	
1. Renewable Resource Business Development Program	34
2. Product Development and Test Marketing Program	
a) New Product Development and Test Marketing	35
b) Pilot Projects	36
c) Resource Inventorial and Assessment Studies	37
d) Feasibility Studies	38
C. GNWT Renewable Resources Business Enhancement	39
D. GNWT Trappers' Incentive Subsidy	40
E. GNWT Hunters and Trappers Disaster Compensation	41
F. GNWT Outpost Camp Program	42
G. GNWT Community Caribou Hunts/Community Organized Hunts	43
H. GNWT Community Harvester Assistance Programs	44
I. GNWT Harvest Studies in the NWT	45
J. GNWT Humane Trap Development	46
K. GNWT Local Wildlife Committees	47
L. GNWT Regional Wildlife Organizations	48
M. GNWT Support to Fur Industries	49
N. GNWT Wildlife Management Boards	50

TRAINING AND EDUCATION

A. Canada Employment and Immigration Centre (CEIC)	
1. Direct Purchase Option	51
2. Canadian Jobs Strategy	
a) Job Development	
i) General Projects	52
ii) Individually Subsidized Jobs	53
b) Skill Investment	
i) Retraining	54
ii) Continuing Employment	55
iii) Training Trust Fund	56
c) Skill Shortages	57
d) Job Entry	
i) Job Entry/Re-entry	58
ii) Projects for the Severely Employment Disadvantaged	59
iii) Summer Employment/Experience Development (SEED)	60
e) Relocation and Travel Assistance	61
f) Community Futures	62
3. Job Creation Program	63

cont'd... Table of Contents

TRAINING AND EDUCATION (cont'd)

B. GNWT Student Grant Assistance	64
C. GNWT Health Bursary Program	65
D. GNWT Vocational Rehabilitation of Disabled Persons	66
E. GNWT Training on the Job	67
F. GNWT Apprenticeship Training	68
G. GNWT In-Service Training	69
H. GNWT Student Travel and Exchange Programs	70
I. On-the-job Training (Department of Indian Affairs and Northern Development)	71
J. Northern Careers Program	72
K RCMP – Native Special Constables	73

TOURISM

A. Economic Development Agreement (EDA) Tourism Development Subsidiary Agreement	
1. Market Development	
a) Marketing Incentives – Private Sector Marketing Incentives	75
b) Market Information Support	76
2. Product and Facility Development	
a) Project Feasibility and Marketing Studies	77
b) Project Feasibility, Conceptual Design and Master Planning Studies for Theme Development	78
c) Tourism Business and Public Infrastructure Development	
i) Tourism Business Development	79
ii) Tourism Related Public Infrastructure	80
3. Tourism Industry Support	
a) Hospitality Awareness	81
B. GNWT Tourism Facilities Development Contribution	82
C. GNWT TravelArctic Tourism Marketing and Counseling	83
D. GNWT Tourism Planning and Program Development Services	84
E. GNWT Product Development Contributions	85
F. GNWT Parks Planning and Program Development	86

INTRODUCTION

Government programs exist to encourage economic development education and training. But **often** people don't know that they exist or, if they do, don't know how to access them. Have you ever been told to "check out" a government program and then spent hours or days phoning **this** office and that, searching for someone who knows about the program, puzzling over hard-to-read brochures, or looking for application forms? A lot of us have, and a lot of **us** have found **after** finding the right person, reading the right brochure, or filling out the right application form, that we applied for the wrong program!

This manual is meant to change **this**. It brings together, in an easy-to-read form, information about programs that are of **particular** interest to the **Inuvialuit**. It's been **collected** . from dozens of government publications, offices and personnel. By bringing this information . together in **one** place, **this** manual will save you time; you'll be able to quickly focus your efforts **on** those **programs** geared to your needs.

Who **should** use **this** manual? Chances are that if you have an idea **that** will benefit you or your community, there's a program **that can help** you **develop it**. **There are programs that** support arts and **crafts**; hunting, trapping, and fishing, starting or expanding a business; developing, manufacturing, and marketing products; hiring and training employees; and purchasing equipment.

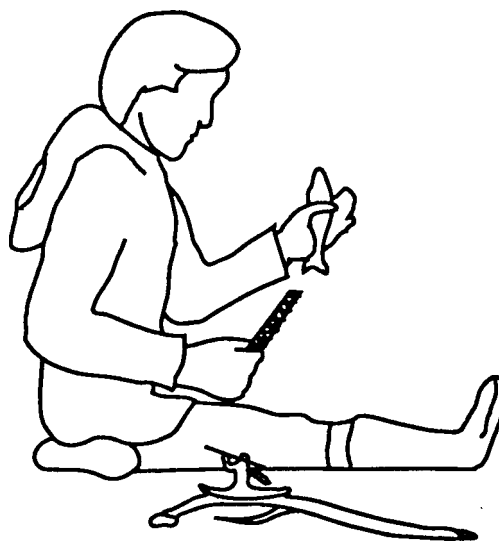
In all, over 100 federal and territorial programs are described. Some programs offer loans and other forms of financial support. Others offer support through management advice, training and educational upgrading programs.

This manual is easy to use. If you already have an idea, you can use the Table of Contents to quickly focus on specific **programs**. Or, if you're looking for ideas, you can just browse through the program descriptions. Either way, the short, straightforward program summaries which follow will let you know exactly what the benefit of every incentive or assistance program is for which you **qualify** and what you must do to apply. Each summary tells you the purpose of the program, who is eligible, how much finding is available, how to **apply, and who to contact** for more information.

Good reading!



Arts and Crafts



A. ECONOMIC DEVELOPMENT AGREEMENT - ARTS & CRAFTS DEVELOPMENT SUBSIDIARY AGREEMENT

1. PRODUCT & MARKET DEVELOPMENT PROGRAM

a) Materials Supply (See also Carving Stone Supply Program, p.8)



Arts and Crafts

Purpose

This EDA program is aimed at making sure artists have the raw materials they need at prices they can afford.

Description

Funds are available to bring raw materials to the community. Some of the raw materials could be soap stone for carving, textiles such as duffel for parkas as well as drawing and painting supplies and furs and hides.

Who can apply

Associations, communities, businesses and individuals who are experienced in arts and crafts but who do not have reasonable access to the raw materials they need. Communities that have raw materials that they would like to collect and distribute to other communities. Several communities could submit a group application.

How to apply

You must show that your community is in need of the materials and does not have reasonable access to them. You must estimate the amount of raw material you need and how you plan to replace your original stock. Your inventory of raw material must be replenished on an ongoing basis or the project is ineligible. You must also be able to tell the government that you will protect any archaeological sites from being disturbed. This is a good project for a general store (like a Co-op), an Arts and Crafts Store or a local association of artists. Your local Economic Development Officer can explain this program to you in greater detail and can help you with your proposal.

Funds available

Up to \$25,000 is available. Projects that need more than \$25,000 will be assessed individually. Operating and capital costs of the distribution centre are not paid for.

Contact

Your local Economic Development Officer
or Department of Economic Development & Tourism
Government of the NWT
Inuvik.....979-7230
Yellowknife.....873-7362



Arts and Crafts

1. **PRODUCT & MARKET DEVELOPMENT PROGRAM**

b) **Product Development**

Purpose

This EDA program **encourages** the development of new and improved arts and crafts products.

Description

If you have an idea for a new arts and crafts product or for an improvement to an existing product, you can get funding to

- 1) develop a full prototype (a sample model of your idea) for evaluation; then, if your idea is approved,
- 2) make enough of the product for it to be **tested** in the market place.

Who can apply --

Individuals, associations, businesses, communities and economic development organizations experienced in arts and crafts production. The project you are proposing must be financially and economically sound (it must be a good business idea) and managed well.

How to apply

If you have an idea for a **NEW PRODUCT**, you must submit a detailed prototype concept (a complete description with drawings or diagrams of your idea) as well as an estimate of what it will cost to make each **unit**, including the cost of materials and labour. If you have an idea to make a product **BETTER** than it is now, you must provide a sample of the product you will improve and a detailed plan on how you will improve it. If your planned product is approved, you will get **funding** to build a model of the product. If the model is **approved**, you must then apply for further **funding** to build enough units of the product to see how well it sells. Your local Economic Development Officer can explain the program to you in greater detail and can help you put your proposal together.

Funds available

Funding is determined for each individual project on a project-by-project basis. Capital costs are not covered. For example, you will not receive **funding** to buy a building to run your business from or equipment needed to build your product.

contact

Your local Economic Development Officer
 or Department of Economic Development & Tourism
 Government of the NWT
 Inuvik979-7230
 Yellowknife873-7362



Arts and Crafts

1. PRODUCT & MARKET DEVELOPMENT PROGRAM

c) Market Development

i) Dealer Support

Purpose

This EDA program supports the promotion and sale of arts and **crafts** products through dealer support.

Description

Commercial art galleries will be helped to promote and sell arts and crafts products by sharing the costs of publicizing the works and of having artists attend showings of their work.

Who can apply

Commercial galleries are eligible.

How to apply .

A gallery planning an exhibition must submit a list of the works for sale. Once the exhibition is completed, a final report on sales and promotional benefits must be submitted.

Your **local Economic Development Officer** can explain the program to you in greater detail and can help you put your proposal together.

Funds available

A dealer can receive up to 70% of eligible project costs (maximum of \$5,000 per dealer per year) for promotional materials (examples would be posters or mail-out flyers) and media advertising (for example, a radio announcement or a newspaper ad about the show)

The dealer can **receive up to 100%** of the cost of artists' travel expenses to attend the showing of their work. Dealers must pay for the **artists'** hotels and meals themselves.

Contact

Your local Economic Development Officer

or Department of Economic Development & Tourism
Government of the NWT

Inutik979-7230

Yellowknife873-7362



Arts and Crafts

1. PRODUCT & MARKET DEVELOPMENT PROGRAM

c) Market Development

ii) Arts and Crafts Marketing

Purpose

This EDA program supports the promotion and sale of arts and crafts products by assisting with arts and crafts marketing.

Description

This program provides financial advice to help you sell or market your arts and crafts products by providing assistance for designing logos (symbols of your product or yourself or your company), labeling, packaging, catalogues, posters, brochures and advertising.

Who can apply

Individuals, businesses and community economic development organizations with experience in arts and crafts.

How to apply

You must submit a detailed marketing strategy or plan (how you propose to market your product) and a budget for carrying out your plan. You must also show that your plan will be worth the money spent on it, that it will be efficiency managed, and that funds will not be wasted.

Your local Economic Development Officer can explain the program to you in greater detail and can help you put your proposal together.

Funds available

Funding is available on a project-by-project basis. Costs that could be covered by this program include initial development production and distribution of marketing aids.

contact

Your local Economic Development Officer
or Department of Economic Development & Tourism
Government of the NWT
Inuvik.....979-7230
Yellowknife873-7362



Arts and Crafts

1. **PRODUCT & MARKET DEVELOPMENT PROGRAM**

c) **Market Development**

iii) *Advertising/Marketing Strategies*

Purpose

This EDA program supports the promotion and sale of arts and crafts products through the development of advertising strategies.

Description*

The aim of this program is to help develop advertising strategies for the promotion and sale of arts and crafts products.

Who can apply

Businesses, arts and crafts associations, and economic development organizations.

How to apply

Your application for assistance must **outline** the terms of reference for the study (state - exactly what you would like the consultants to do) and how much assistance you will require.

Your local Economic Development Officer can explain the **program** to you in greater detail and can help you put your proposal together.

Funds available

Funds are available to **hire** expert consultants to research, evaluate, and prepare a two-year advertising or marketing plan for your product. Funds are also available to put those plans into action.

Contact

Your local **Economic Development Officer**

or Department of Economic Development & Tourism
Government of the NWT

Inuvik979-7230

Yellowknife873-7362



Arts and Crafts

cont'd... A. EDA ARTS & CRAFTS

2. ARTS & CRAFTS MANAGEMENT IMPROVEMENT PROGRAM

Purpose

This EDA is aimed at training local people so they can successfully manage arts and crafts businesses.

Description

Training Aid Development Funds are available to hire consultants or educational institutions to research and analyze the needs of the trainees and to develop the proper training plans and training aids. Training Funds are available to pay for consultants or educational institutions to provide the training at the business location. Marketplace Funds are available for trainees to visit wholesale and retail marketing agencies in other locations in Canada to learn about all aspects of marketing.

Who can apply .

Associations, businesses and economic development organizations that do business in arts and crafts and that employ NWT residents. You will be required to show that a significant portion of the revenue of the organization comes from arts and crafts.

How to apply

You must show that improved skills in areas of management are required and you must estimate what effect the improvements will have on the success of the organization. You must make a commitment to employ the trainees for at least three years. You must provide a detailed workplan showing how many will be trained and the specific skills they will learn. You must have a budget and a plan on how the project will be completed in a certain period of time. You must prove that the project is cost effective (worth the money spent) and that it will be run efficiently. Your local Economic Development Officer can explain the program to you in greater detail and can help you put your proposal together.

Funds available

Assistance is determined on a project-by-project basis. Applications which will increase the skills of existing employees and provide on-the-job training will have priority.

Contact

Your local Economic Development Officer
or Department of Economic Development & Tourism
Government of the NWT
Inuvik979-7230
Yellowknife873-7362



3. ARTIST & ARTISAN DEVELOPMENT PROGRAM

Purpose

This EDA program is aimed at helping carvers, printmakers, seamstresses and other artists and artisans improve their **technical** skills and enrich or enhance their creative and imaginative abilities.

Description

The program will pay for the hiring of artistic advisors, will provide **funding** for travel to workshops in the north and in the south, and will provide support for workshops in your own community. It also covers 100% of direct travel costs for artists attending exhibitions, including coverage for food and accommodation.

Who can apply -

Individuals, businesses and economic development organizations involved in the production and development of arts and crafts in the **NWT**. You must prove that arts and crafts are responsible for a significant portion of your income or revenue.

How to apply

You must show that your skills and **creativity** need improvement and what benefits would result to you and/or to your **community** as a **result** of that improvement. When you are applying to have an advisor come to help you, you must supply a detailed **workplan** showing the number of people to be involved in the **project**, the specific skills and **creative/inventive** services to be provided by the advisor, how the project will be completed over a certain time period, and the budget you will need. When you are applying for money to attend a **workshop** somewhere else or sponsor a workshop in your own community, you must supply a detailed outline of **the** workshop's **content**, its start and finish dates, and a budget of **all** your costs. Your local Economic Development Officer can explain the program to you in greater detail and can help you put your proposal together.

Funds available

Funding is available on a **project-by-project** basis. Each project is evaluated on its own merits.

Contact

Your local Economic Development Officer
or Department of Economic Development & Tourism
Government of the NWT
Inutik979-7230
Yellowknife873-7362



B. GNWT CARVING STONE SUPPLY PROGRAM

(See also **Materials Supply Program**, p. 1)

Purpose

This program helps businesses make sure that enough of the proper raw materials for carving (such as soapstone, bone, antler or ivory) are available at reasonable prices in those communities where carving is, or could be, a significant way for the people in the community to earn a living.

Description

“ Organizations are encouraged to quarry good carving stone from a convenient source near their community at a reasonable expense. Assistance and **funds** are available to hire skilled advisers to teach local people how to quarry and deliver the stone to their community. Where good carving materials are not conveniently located, financial assistance may be provided to help pay the costs of bringing the materials in from **other communities**.

Who can apply

Any organized community group acting on behalf of the carvers such as community councils, hunters' and trappers' associations, carver guilds, co-operatives, licensed businesses, artist associations or **Inuit** art foundations. Carving must be a significant part of the local economy or have the potential to be a significant part.

How to apply

To apply for financial aid to quarry stone, you must submit a plan of the quarry site, a work plan, the number of people you will need to do the work, the distance to the site, an estimate of all of your costs including transportation, wages and equipment and an estimate of your actual quarrying costs. You must submit your application at least 60 days before you plan to start the quarrying. Once you have finished quarrying, you must give all of your invoices to the Economic Development Officer. Your local Economic Development Officer can explain the program to you in greater detail and can help you put your proposal together.

Funds available

If the cost of moving the stone from the quarry to the **community** is more than \$2.75/kilogram, **funds** are available to pay the difference up to a cost of \$5.50/kilogram. The same arrangements can be made for moving materials other than carving stone. **Funds** are also available to help pay for the costs of quarrying the stone.

Contact

Your local Economic Development Officer
or Department of Economic Development & Tourism
Government of the NWT
Inuvik.....979-7230
Yellowknife.....873-7362



Purpose

The Council's aim is to promote and encourage the development of northern visual, literary and performing arts in the Northwest Territories.

Description

The Council financially assists artists and cultural groups so **they** can work on individual projects. For example, the Council may **finance** an artist or a group of artists to complete a series of paintings or videos or put together a photographic exhibition.

Who can apply

Individuals who have resided **in the NWT for two years, organizations and cultural groups** that are established in the **NWT** to enrich the arts (visual, literary and performing).

How to apply

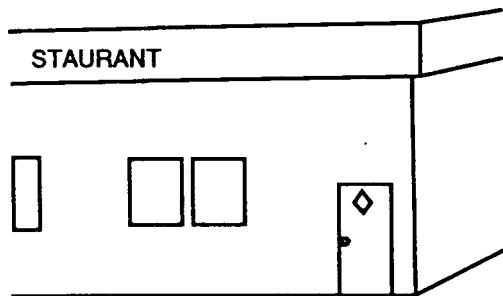
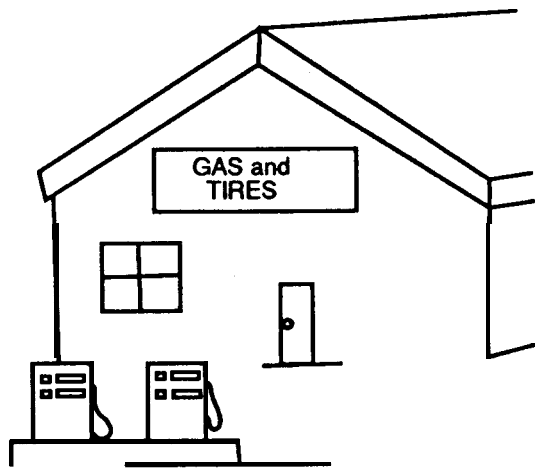
To apply, you must get an application **form** from **the Cultural Officer** at **the address below**. The **NWT Arts Council** may request a sample of your work along with the application. The Council will only provide **financial** assistance on projects. If you submit your application in one of the Aboriginal languages, you must be sure to have it in at least three weeks before the application **deadline** so that it can be translated. If your application is **approved**, you will have to sign a Contribution Agreement. The Cultural Officer can also provide you with further details on the Council and its requirements.

Funds available

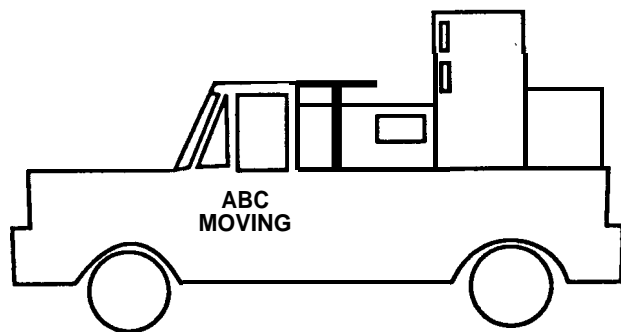
Funding is available on a project-by-project basis. The **Council** meets at least twice per year. The Council has \$300,000 available for projects in 1988/89. The maximum **contribution** given out by the **NWT Arts Council** is 10% of the total budget.

Contact

Cultural Officer
Department of Culture and Communications
Government of the NWT
Yellowknife, NWT XIA 2L9
.....920.3103



Business Assistance



A. CANADIAN ABORIGINAL **ECONOMIC** DEVELOPMENT STRATEGY - BUSINESS DEVELOPMENT COMPONENT



Purpose

Business Development Component

Description

Provides business development capital and advisory services to Aboriginal entrepreneurs and communities for commercially viable businesses.

Who can apply

Aboriginal entrepreneurs and communities.

How to apply

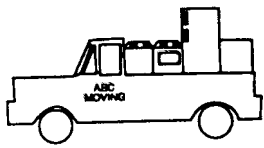
- Applications should be sent to:
Industry, Science and Technology Canada
PO Bag 6100
Yellowknife, NWT XIA 2R3

Funds available

Contribution, loan insurance, business planning, training and professional business services funding.

Contact

Mr. Chester Spry
Senior Project Analyst
Industry, Science and Technology Canada
PO Bag 6100
Yellowknife, NWT XIA 2R3
.....920-8572
fax873-6228



Business Assistance

B. ECONOMIC DEVELOPMENT AGREEMENT - SMALL BUSINESS DEVELOPMENT SUBSIDIARY AGREEMENT

1. OPPORTUNITY IDENTIFICATION PROGRAM

Purpose

The aim of this program is to **diversify** business in the NWT by encouraging the exploration of new business opportunities.

Description

Funds are available to help pay the cost of studying the profitability of starting new businesses or making present businesses larger or more up-to-date. Projects that involve manufacturing (building or making something), processing (turning a raw material into a finished product), import replacement (using something available in the north instead of buying it, or **something** like it, from the south), capturing **resource** development spin-off (for example, a meat packing plant benefiting local hunters and trappers), generating exports (selling **northern** products outside of the north), and other commercial or business opportunities for small business development are particularly encouraged.

Who can apply

Individuals, **businesses** and community and regionally-recognized economic development organizations are eligible. You must be a resident of the NWT or your business must be a **NORTHERN BUSINESS**. **Non-NWT residents** or businesses can apply if they are in a joint venture with an NWT resident or business or if they want to invest in a new manufacturing or processing industry in the NWT.

How to apply

You must submit terms of reference outlining the study you want to do, the aim of your project, how much assistance you will need and what you **think** the results will be. You must show how the community can benefit from your proposed commercial development, for example, employment and income in the community will increase. You must show that the community or the region supports your idea. You must prove that you will be able to complete the project if your study shows that your idea or project is a good one. You must provide at least 50% of the eligible study costs. The cost of the study **should** be reasonable given what the costs of the project **would** be. Your local Economic Development Officer can explain the program to you in greater detail and can help you put your proposal together.

Funds available

Money is available to pay up to 50% of the approved costs of a **consulting** service to do the study.

Contact

Your local Economic Development Officer
or Department of Economic Development & Tourism
Government of the NWT
Inuvik.....979-7230
or EDA Secretariat
Yellowknife.....920-8745

2. **SMALL BUSINESS DEVELOPMENT INCENTIVE PROGRAM**



Purpose

The aim of this program is to encourage small business development in the NWT.

Description

Financial aid is available to offset the high cost of doing business in the north and the limited availability of capital (money required to start a business). Money is available for starting a business, expanding a business or upgrading or modernizing a business.

Who can apply

Assistance is offered to service, retail, manufacturing and processing businesses. Individuals, businesses and community and regionally-recognized economic development organizations are eligible. You must be a resident of the NWT or your business must be a **NORTHERN BUSINESS**. **Non-NWT** residents or businesses can apply if they are in a joint venture with an -NWT resident or business or if they want to invest in a new manufacturing or processing industry in the NWT. Applications for refinancing or takeovers are **NOT** eligible. You **ARE NOT** eligible if you're getting other government assistance.

How to apply

You must show that your **NEW BUSINESS** will add variety and expand the economic base of the NWT by increasing employment, developing local resources, capturing **resource** development spin-off, reducing imports, generating exports or providing general services to the residents or communities of the NWT. The aim of **EXPANDING, UPGRADING OR MODERNIZING** a present "business must be to increase productivity, efficiency and profitability. You must provide at least 20% of the total approved project costs. You must submit a **three-year** business plan and financial statements. You must show that the project will be efficiently run, that funds will not be wasted and that the business can meet ongoing financial obligations. You **must** show that the community or region supports this business and that your project will not be bad for other similar businesses. Your local **Economic Development Officer** can explain the program to you in greater detail and can help you put your proposal together.

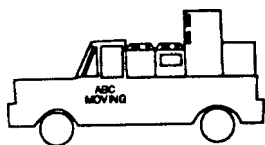
Funds available

To start a **NEW BUSINESS**, you could get up to 40% (maximum of \$200,000) of the eligible project costs. To expand, upgrade a modernize a present business, 30% (maximum of \$100,000) of eligible project costs maybe provided. Eligible project costs include **capital** costs such as buildings, machinery and equipment.

Contact

Your local Economic Development Officer
or Department of Economic Development & Tourism
Government of the NWT
Inuvik.....979-7230
or EDA Secretariat
Yellowknife.....920-8745

3. BUSINESS SERVICE CENTRES PROGRAM



Business Assistance

Purpose

A Business Service **Centre** is a facility designed to assist small businesses by relieving some of the high start-up costs. Up to three Business Service **Centres** will be established under this program. Operational costs of the small businesses will be **reduced**, and pooled managerial and technical resources will be available.

Description

The Business Service **Centres** will help small **businesses** by supplying management advice; office **services** such as typing, photocopying and bookkeeping, and a place to show their goods without having the heavy expense of opening their own **stores** or **offices**. Three to five year **leases** will be available to new businesses, **after** which they will have to find other places to operate. In this way, other new businesses will have an opportunity to use the space.

Who can apply

NWT residents, NWT businesses and community associations are eligible for funding under this program. However, they must not be eligible under other government programs.

How to apply

You will have to submit a five-year business plan and prove that this project will be beneficial. You will have to show that the community or region supports your project. Proposals will be evaluated on the basis of community need for business space, potential pool of entrepreneurs, reduced **rent**, management advice and administrative support services offered, unemployment in the area, proposed lease arrangements, overall benefits to the community-at-large, viability projections of the project and overall use of the building as well as **risk**, other sources of financing, return on investment and management capability. Your local Economic Development Officer can explain the program to you in greater detail, provide you with an application, and can help you put your proposal together.

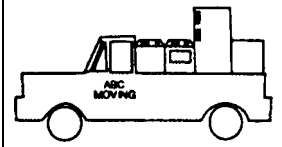
Funds available

Up to 30% of eligible costs maybe provided to a maximum of \$500,000 per **centre**. Eligible costs include capital **costs** such as buildings, machinery and equipment, site servicing and improvements. **Land** and start-up costs (overhead and salaries) are not eligible.

Contact

- Your local Economic Development Officer
- or Department of Economic Development & Tourism
Government of the NWT
Inuvik979-7230
- or EDA Secretariat
Yellowknife92 0-8745

C. GNWT BUSINESS DEVELOPMENT CONTRIBUTIONS



Business Assistance

Purpose

This program is intended to stimulate development and create new employment opportunities in the N'WT.

Description

The program provides funding to new or existing businesses to buy, install, renovate, improve or enlarge their equipment and buildings. You **can** also get money to do feasibility or market studies to find out if your proposed project is worthwhile.

Who can apply

Individuals who have resided in the NWT for at least one year and NORTHERN **BUSINESSES** registered or licensed to carry on **business** in the NWT. The business's head office must be in the NWT.

How to apply

You must apply through your Area Economic Officer. You must attach a comprehensive proposal, including audited financial statements, to your application. You must show that the business contributes to the NWT economy and that NWT residents get the most benefit or general services from the business. You will be required to enter into a formal agreement with the government if your application is approved. You will have to keep good records because you'll have to show the government what was done with the funds. Your local Economic Development Officer can **explain** the program to you in greater detail and help you with your proposal.

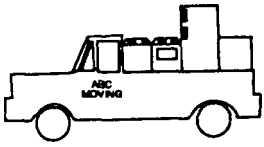
Funds available

You can get \$10,000 for every full-time position that is created as a **result** of your project (**maximum** \$50,000). This funding can not be more than 25% of the total costs of your project. The other 75% of the costs must be **funded** through private sources, banks or government lending institutions.

Contact

Your local Economic Development Officer
or Department of Economic Development & Tourism
Government of the NWT
Inuvik.....979-7230
Yellowknife.....873.7377

D. **GNWT** BUSINESS LOANS AND GUARANTEES FUND



Business Assistance

Purpose

The aim of this program is to stimulate economic development and employment in the Northwest Territories.

Description

The Business Loan Fund acts as a lender of last resort to businesses by providing business financing through **loans**, loan guarantees and contributions where assistance is not available from other sources (eg. banks and loan companies) at reasonable terms and conditions (**eg.** interest **rates** are too high). Money received through this program must be used to buy, install, renovate, improve or expand equipment, inventory or the buildings used to carry on business.

Who can apply

The **business** must be **NORTHERN** owned. The majority of the owners of the business must have been residents of the **NWT** for at least three years.

How to apply

You must apply through your local Area **Economic** Development Officer. Your application for a business loan must have already been rejected by a bank or other lending institution. You can use the same proposal you gave to the bank when applying for a loan under this program. Your financial statements must be attached to your application. You must show that the money will be used for legitimate business purposes and that the business you are **trying** to start or improve is a good one. You **must** be able to provide 10% equity to the project. You must show that you will be able to pay the money back. You will have to provide securities for the loan, for example, a promissory note (a promise to **pay the money back**) or a **mortgage**. Your local Economic Development Officer can explain this program to you in greater detail and can help you with your proposal.

Funds available

Loans and bank loan guarantees are limited to a maximum of \$500,000. The longest you can take to pay back a loan is 25 years. Interest rates are calculated at 2% over prime. Interest rates are set quarterly.

Contact

Your local **Economic** Development Officer
or Department of Economic Development & Tourism
Government of the NWT
Inuvik.....979-7126
Yellowknife.....873-7363



Purpose

The aim of this program is to assist existing businesses who are in financial difficulty and need help to get through a difficult period.

Description

Funding is available for businesses that employ a minimum of five “person-years” (eg. five people have worked there for one year) and which are currently not profitable but could be if they had some financial help from the government. Funding is also available to businesses that may never be profitable but which contribute to the community or the region in some vital way.

Who can apply

Your **business** must be registered or licensed and have an office in the **NWT**. Most of the owners of the business must be **NWT** residents for at least one year. You must have at least five **person-years** of employment or provide an essential service to the community.

How to apply

You must show that the business contributes to the **NWT** economy **either** by employing local people or by the service it provides to the community or region. You must submit a comprehensive plan and audited financial statements with your proposal, as well as proof that the business can become a profitable one given a reasonable length of time. You must prove that you cannot get the money elsewhere on reasonable terms. If you get assistance under this program, you will have to sign a formal **agreement with the government**. Your local Economic Development Officer can explain the program to you in greater detail and can help you with your proposal.

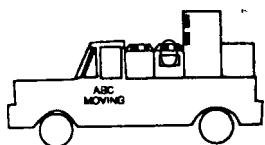
Funds available

The amounts that you can receive under **this** program depend on such things as the fixed costs of the business, the number of person-years maintained and the annual wage bill. You will have to keep good records of where the money was spent and be prepared to show your records, files and books to the government.

Contact

Your local Economic Development Officer
or Department of Economic Development & Tourism
Government of the NWT
Inuvik979-7230
Yellowknife873-7377

F. GNWT ESKIMO LOAN FUND



Business Assistance

Purpose

The aim of this territorial program is to encourage Inuit people to start, own and control their own businesses.

Description

This fund provides direct loans and loan guarantees to businesses operated, owned, or controlled by Inuit. You can apply for money to start a new business, get additional money for your present business's working capital or receive funds to buy, build or renovate a building for the business or to purchase cars and aircraft for the business. You can NOT get money to refinance the business, pay existing bills or for housing projects.

Who can apply -

At least 51% of the owners of the business must be Inuit OR at least 51% of your employees must be Inuit.

How to apply

You must complete an application showing that the business is, or can be, a good and profitable one. You must provide at least 10% equity in the business. You must show that you will be able to pay the loan back. Your local Economic Development Officer can explain this program to you in greater detail and can help you with your proposal.

Funds available

Loans of up to \$250,000 for a maximum of 15 years are available, although you can get more if the loan is approved by the Treasury Board. There is no prescribed limit. Each case is decided on its own merits. The interest rate is only 1% over the prime rate and is set quarterly.

Contact

Your local Economic Development Officer
or Department of Economic Development & Tourism
Government of the NWT
Inuvik979.7230
Yellowknife873.7363



Purpose

This program provides financial assistance to new or existing businesses that are in need of some extra money to get the business started or to pay for unusual operating expenses. This fund can be used only as a last resort.

Description %

The money received under this program is "grant" money and, therefore, does not have to be paid back. There are two types of costs that can be funded by this program:

- **DEVELOPMENTAL COSTS** such as costs for feasibility studies, market surveys, professional assistance in preparing applications to private lending institutions and related legal and tax advice for new or existing businesses.
- **EXTRAORDINARY OPERATING COSTS** such as emergency equipment repairs or professional help with tax, legal or other matters that are not usually a part of normal, required record keeping.

Who can apply

The business must be a NORTHERN business. Most of the owners of the business must be NWT residents. The business must be registered and licensed to carry out business in the NWT.

How to apply

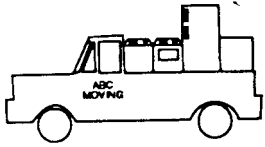
Applications are available from your local Economic Development Officer. You must show what the money will be used for. You must show that you were unable to get the money from any other source at reasonable terms and conditions. Your local Economic Development Officer can explain this program to you in greater detail and can help you with your proposal.

Funds available

The maximum grant available is for \$2,500. Your business is eligible for money under this program one time only.

Contact

Your local Economic Development Officer
or Department of Economic Development & Tourism
Government of the NWT
Inuvik979-7230
Yellowknife873-7377



Business Assistance

Purpose

The purpose of this program encourages people to invest some of their money and, possibly, management skills, in **small businesses that wish to start up or expand** in remote communities with above average unemployment. The program achieves this by giving investors an immediate 30% return on their investment.

Description

Individuals, groups, or corporations form an investment company called a **VENTURE CAPITAL COMPANY**. The venture **capital** company is incorporated and registered with the Department of Economic Development. These investing groups put money into the company and receive shares in return. The government then gives each investor an amount equal to 30% of their investment. For example, if you put \$10,000 into a venture **capital** company, you would receive \$3,000 from the government once the company was incorporated and the application was approved. **With** the money received from the investors, the company then buys less than half of the shares of an eligible **NWT** business. **If successful**, the eligible **NWT** business pays back the original money after three years.

Who can apply

To be an **eligible NWT** business (to have money invested in your company), the business must be a **NORTHERN** business. The business must be owned mostly by **NWT** residents. The business **CANNOT** be financial in nature (eg. lend money), be involved in mortgages or other debt instruments, sell insurance or real estate, or buy and sell shares on a **stock exchange**. The business also **CANNOT** be involved in oil and gas exploration, drilling and production, although businesses that provide services to oil and gas exploration companies are eligible. **GNWT** lease-back construction projects are **NOT ELIGIBLE**. Most **Yellowknife** businesses are **NOT ELIGIBLE**. To be eligible as an investor, you must have the money to invest and not be related personally, or **through** business, to the owners of the small business you **are** investing in. You do not have to be an **NWT** resident.

How to apply

Investors or small business operators can register for the investor/small business "matching service" with the Department of Economic Development. This matching service will join together those with money to invest with those small businesses who need money for their businesses. Your local Economic Development Officer can explain this program to you in greater detail and help you complete the application and proposal.

Contact

Your local Economic Development Officer
or Department of Economic Development & Tourism
Government of the NWT
Inuvik.....979-7230
Yellowknife.....873-7381

1. GNWT TRADE SHOW ASSISTANCE PROGRAM



Purpose

This program helps NWT businesses pay for some of the costs of attending trade shows so that they can attempt to sell more of their products both within and outside of the NWT.

Description

The Government of the NWT will pay for part of the expenses incurred by a business to attend a trade show anywhere in Canada or the world if the Minister of Economic Development believes **that**, by going to the trade show, the **business** will increase its sales outside of the NWT or **the** business will be able to sell a product in **the** NWT which northerners were previously buying from the south.

Who can apply -

The business must be a NORTHERN business. At least 51% of the business must be owned by people who have lived in the NWT at least one year. The business must be registered and licensed in the NWT. The manager must live in the NWT and the business must have an office in the NWT.

How to apply

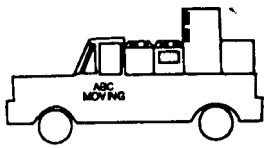
You must show **that** you cannot get financial assistance from another government source. You will have to submit a report **after** the trade show that gives details of the sales and marketing results of attending. You must submit **all** of your receipts, including original air tickets and hotel bills, **before** you can claim your expenses. Your local **Economic** Development Officer can explain the program to you in greater detail and help you with your proposal.

Funds available

You can receive a CONTRIBUTION (does not have to be repaid but must be accounted for) up to 50% of the total costs of attending the trade show or \$3,000, whichever is less. You can get only one such contribution per year. The contribution can pay for such things as display space and **furniture** rental (maximum \$2,000), 50% of economy return airfare for one person, 50% of your freight costs, \$100 for insurance costs, and \$130 per day for one person to set up, attend and tear down your displays.

Contact

Your local **Economic** Development Officer
or Department of Economic Development & Tourism
Government of the NWT
Inuvik979-7230
Yellowknife873-7381



Business Assistance

J. FEDERAL BUSINESS DEVELOPMENT BANK - FINANCIAL ASSISTANCE PROGRAMS

1. LOANS, LOAN GUARANTEES AND FINANCIAL PLANNING

Purpose

The Federal Business Development Bank (FBDB) promotes and assists most **types** of business in Canada from start-up through their development. The FBDB is particularly concerned with small and medium-sized businesses.

Description

FBDB loans or loan guarantees can be obtained to start, buy, expand or modernize a **business** or for other business purposes. Generally, the loans are given to help buy land or buildings or equipment, to build new **facilities**, or to renovate existing buildings. Under certain circumstances working capital is also available. These loans may be available if a conventional lender is unable to assist under reasonable terms and **conditions**. FBDB evaluates proposals on **the abilities of the management of the business** and the earnings, equity **and** security that is offered by the business.

Who can apply

Almost every type of Canadian business is eligible for an FBDB loan or loan guarantee. You do not have to be in business already. You must, however, first approach your chartered bank before **applying** to FBDB.

How to apply

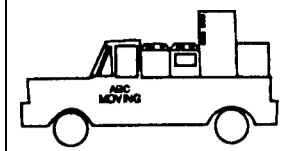
You must submit a business proposal (you can use the one you took to the chartered bank) and a one-year **business** plan as well as financial statements if they are available. You must have done your **homework**, know what you want to do and how you plan to do it.

Funds available

There is no limit to the size of loan or loan guarantee available from **FBDB**. There is a small charge for loan **guarantees**. The interest rates on loans given by FBDB are usually slightly higher than they would be elsewhere. FBDB will usually request security on the fixed assets of the business, but will tailor the loan repayment to suit your business' cash flow.

Contact

Ms. Pat Kerrigan, Manager
Federal **Business** Development Bank
Box 70
Yellowknife, NWT XIA 2N1
.....873-3565
fax873.3501



Business Assistance

2. VENTURE CAPITAL

Purpose

The aim of the Federal Business Development Bank (FBDB) is to promote and assist most types of businesses in Canada from start-up through development. The FBDB is particularly concerned with small and medium-sized **businesses**.

Description

This program is intended for companies with a possibility for high growth but limited access to the money required for growth. The FBDB will purchase shares in a company (buy part of the company) or **will** work with other financial institutions (such as banks or lending **companies**) to obtain the loan for the required money. Once **the** business is doing well, the FBDB will remove itself from ownership in the company for a prearranged buy out amount.

Who can apply. “

Any new or established Canadian company is eligible.

How to apply

You must submit a **fully** developed business plan as **well** as financial statements. You must be able to show that the business has the potential for **high growth** given enough money to put the plan into action. Contact the FBDB for **further** information and an application. It **will** also be able to help you complete **the** application.

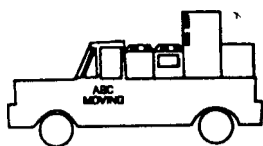
Funds available

There is no ceiling on **funds** available.

Contact

Federal Business Development Bank
Box 70
Yellowknife, NWT XIA 2N1
.....873-3565

K. PROGRAM FOR EXPORT **MARKET** DEVELOPMENT (Government of Canada)



Business Assistance

Purpose

The main objective of **this** federal program is to stimulate economic growth in Canada by increasing export sales and export marketing activities.

Description

Program for Export Market Development (**PEMD**) provides contributions for Canadian **firms** to enter or expand foreign markets that they **could not**, or would not, normally undertake on their own. Financial assistance is available to Canadian industries that wish to participate in various **types** of international trade promotion and export activities. Funding is available to attend trade **fairs**, go on trade missions to other countries to sell your product, bid on major foreign projects, set up permanent **sales offices abroad**, etc.

Who can apply.

Any incorporated Canadian supplier of goods and **services** interested in developing new export markets is eligible. Firms of **professionals** or **non-sales**, non-profit. organizations or associations, marketing **agencies** or boards are also eligible.

How to apply

You must be registered, or in the process of registering, with the Industry, Science and Technology Canada's Business **Opportunities** Sourcing System (see facing page) or the Department of External **Affairs'** World Information Network for **Exports**. You must have completed any reports or **paid** any bills on previous PEMD assistance. You must have been established and operating in Canada for at least two years, with sales data for **those** two years OR your annual sales must be more than \$100,000. High sales are enough to **qualify** a company. You must have sufficient marketing and **management** expertise. Officers of the Department of Regional Industrial Expansion in Yellowknife can explain this program to you in greater detail and can help you complete the applications.

Funds available

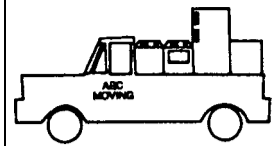
PEMD **provides** up to 50% of the selected costs incurred by a company in its attempt to penetrate foreign markets. Portions of some contributions are repayable if sales result from the project. Contributions are **re-payable** at the rate of 2% of gross sales from the project for three years.

Contact

Industry, Science and Technology Canada
Yellowknife.....920-8575

or Department of External **Affairs'** Info Export line
.....1-800-267-8376

L. BUSINESS OPPORTUNITIES SOURCING SYSTEM (Government of Canada)



Business Assistance

Purpose

The purpose of this federal program is to keep a free computerized data base of **all** companies in Canada who want more business in Canada and around the world.

Description

Business Opportunities Sourcing System (BOSS) is a comprehensive computer data bank established by Industry, Science and Technology Canada that presently lists more than 20,000 Canadian manufacturers and **services**. Access to BOSS can be gained directly through a micro-computer or by means of **catalogues** of **companies** and products. If your company wants to expand or export, this is an excellent place to be registered. Purchasing departments of major Canadian and U.S. companies, Chambers of Commerce, Trade Commissioners, etc. look to BOSS to find-out which companies and products or **services** are available in Canada. You can also benefit from BOSS by using it to find suppliers for yourself.

Who can apply

Any Canadian business interested in developing other Canadian or foreign markets is eligible.

How to apply

To register, call BOSS collect at (613) 954-5031 or contact the **Yellowknife** office of Industry, Science and Technology Canada. They **will** send you a **short and simple questionnaire** to complete and a brochure which describes the program in greater detail.

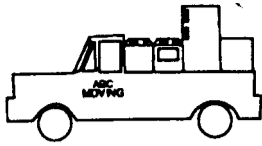
Funds available

This is not a finding program. However, you can register in and use **BOSS** free of charge.

Contact

Call BOSS collect..... **(613) 954-5031**
or Industry, Science and Technology Canada
Yellowknife920-8575

M. ADVANCED MANUFACTURING TECHNOLOGY APPLICATION PROGRAM



Business Assistance

Purpose

To help the international competitiveness of Canadian industry by helping companies make better use of advanced and computerized **manufacturing** methods (eg. CAD/CAM, robotics, group technology, flexible manufacturing, total quality control, just-in-time manufacturing).

Description

Money is available to allow qualified **firms** to hire an outside consultant to judge whether the company has the ability and can **afford** a major improvement of manufacturing operations by using the methods **described** above.

Who can apply

Any **taxable** company, or groups of companies, operating in Canada **and** engaged in manufacturing or secondary processing. Applications will be screened on management **commitment**, the company's performance, possible improvement from making changes, chance of completing the study and making the **changes**, and the ability of the chosen consultant.

How to apply

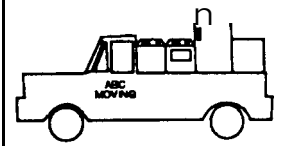
Contact Industry, Science and Technology Canada.

Funds available

Up to 75% of the cost of constants, to a maximum of \$25,000 per company. Groups of **companies** may apply, and may receive 75% of the consultants' costs, with a limit of \$20,000 **per firm**, up to \$200,000 per application.

Contact

Jeff Titterington
Industry, Science and Technology Canada
PO Bag 6100
Yellowknife, NWT XIA 2R3
.....920-8575
fax.....873.6228



Purpose

The aim of the Federal Business Development Bank (FBDB) is to promote and assist most types of business in Canada from start-up through development. The FBDB is particularly concerned with small and medium-sized businesses. One way in which it provides service to business is by providing expert counseling and advice as well as training centres and seminars and computer data banks of the information most small businesses need. Community groups and organizations can approach FBDB to initiate a workshop or course for individuals, firms or groups in their community. The following FBDB programs and services are provided to the public free of charge.

1. COUNSELLING ASSISTANCE TO SMALL ENTERPRISES (CASE)

More than 1,500 retired successful business people provide existing businesses with counseling in all areas of business management including accounting, marketing, production and personnel.

The counselors visit clients' places of business to discuss and analyze problems and opportunities. They later submit a confidential report on their findings with recommendations on ways to improve the operation. Any type of business is eligible for CASE counselling services as long as it has no more than 75 employees. Borrowing money from the FBDB is not a requirement. The counselor's fees are moderate and, to ensure the service is available to businesses in all areas of Canada at the same moderate cost, the Bank pays the counselors' travel expenses.

2. BUSINESS MANAGEMENT SEMINARS

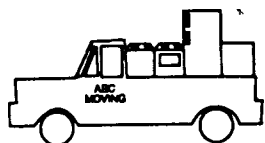
The FBDB seminar program consists of a variety of full-day and half-day seminars on topics such as bookkeeping, personnel, taxation and finance. Twenty different business topics are covered by FBDB seminars and more are under development. These seminars are provided at a "very low cost. FBDB also develops or cooperates in developing and organizing seminars to meet the requirements of industrial associations or professional groups.

3. BUSINESS MANAGEMENT COURSES

These courses are designed and published by FBDB for business people interested in improving their management skills. The courses follow the case-study method with participants applying what they have learned to a realistic business situation. They are delivered by community colleges.

Business Management courses cover all aspects of business, including computers, advertising, bookkeeping, personnel administration, financial management, marketing, manufacturing and retailing. One of the most popular courses is "How to Start a Small Business."

continued...



Business Assistance

4. INFORMATION SERVICES

All branches of FBDB can provide business people with a wide range of free information including how to start a **business**, where to get government financial and non-financial assistance, contacts for key information, **domestic** and foreign market information, new opportunities and **ventures**, and relevant publications. This information is provided through the FBDB's Business Information **Centres**, Small Business Information Service, and Automated Information for Management. The computerized Automated Information for Management system gives access to over 10,000 references that are updated every **two** weeks. FBDB also publishes a series of pocketbooks entitled 'Minding Your Own Business' on topics covering the management of small businesses in Canada, including financing, **retailing**, hospitality management and **manufacturing**. The Bank also **publishes** "Profits," a quarterly tabloid mailed free of charge to businesses in Canada. "Do-It-Yourself Kits" are also available on topics such as 'Arranging Financing" and "Evaluating the Purchase of a Business."

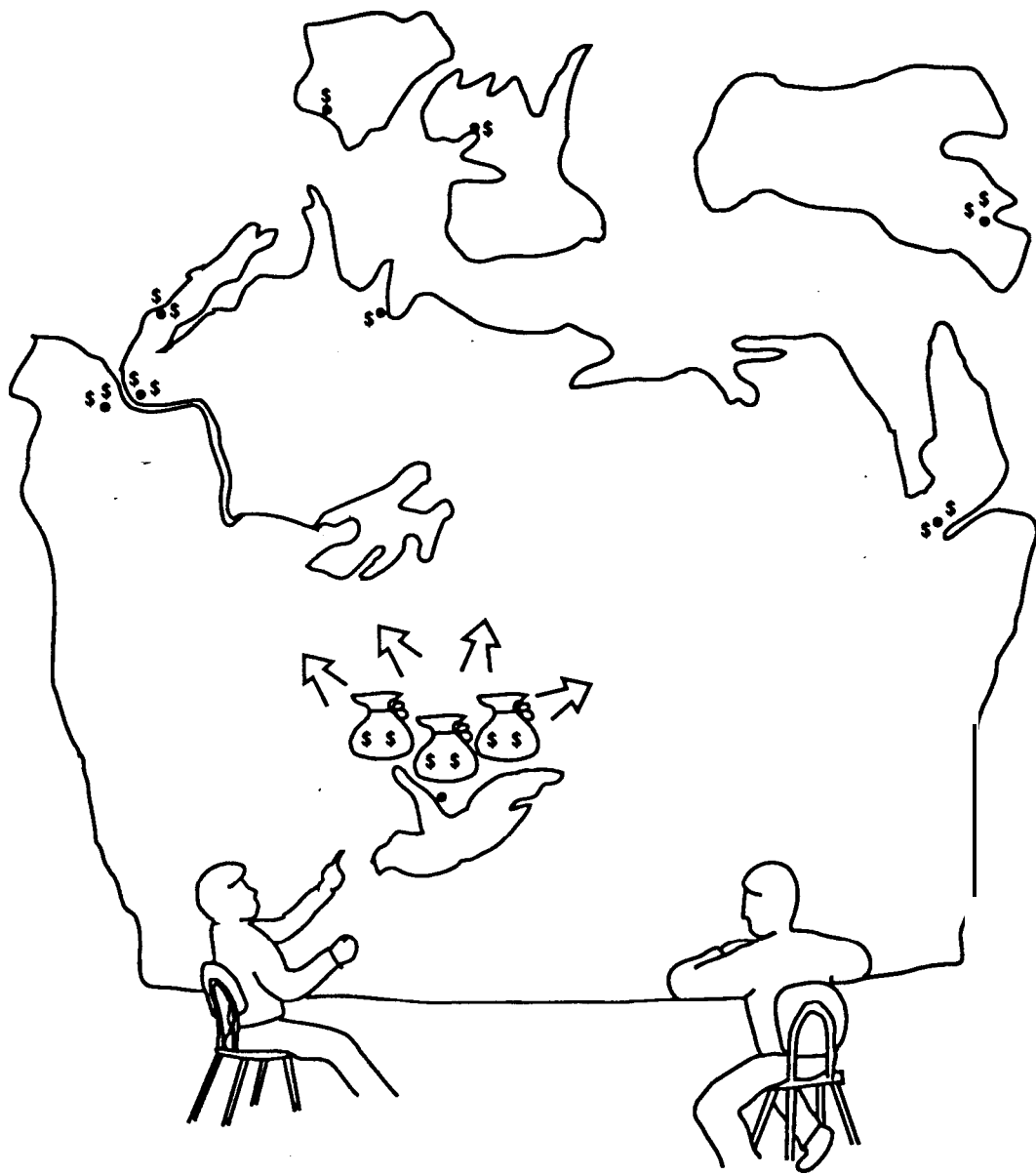
5. STRATEGIC BUSINESS PLANNING SERVICE

This **service** helps owners and managers of small to medium-sized businesses develop overall strategic business plans specifically **designed** for them. Working with an independent FBDB **project** manager, the client **identifies** key opportunities, specific strengths and weaknesses, and growth potential.

Contact

Federal **Business** Development Bank
Box 70
Yellowknife, NWT XIA 2N1

.....873-3565
fax873-3501



Economic **Development**

Inuvialuit Guide to Government Programs 1989/90

A. ECONOMIC DEVELOPMENT AGREEMENT - **APPLIED** ECONOMIC PLANNING SUBSIDIARY AGREEMENT

1. COMMUNITY PLANNING & PROJECT INFORMATION

a) Economic Development Facilitators



Economic
Development

Purpose

The aim of **this** EDA program is to help remote northern communities, with **small** populations and a lack of **access** to experts, to increase and improve economic development of the region, by providing the **funds required** to hire **the expertise and information**. Two **types** of people can be hired: a) Economic Development Facilitators and b) Economic Development Planners.

Description

Funds are available to hire qualified experts/managers (facilitation) to help communities put plans of development that have already been identified and **approved**, into action. The facilitator can only be hired in cases where the action plan requires a **full-time** manager and the "regional **centre**" has not previously hired one. The facilitator must live in the community or region while they are working on the project.

Who can apply

Communities, regional bodies and major economic interest groups such as native development corporations and Chambers of Commerce. A plan of economic development must have already been identified and approved.

The government of the community (such as the Hamlet office) must provide a formal resolution that it supports the project. You must be able to show that the project can be put into place while the facilitator is living in the community. The proposal must show that the community supports the project and that groups of people or associations have agreed to do the work. The project must not damage or destroy any natural resources. Your local Economic Development Officer can explain this **program** to you in greater detail and can help you with your proposal.

Funds available

Funds will be provided to pay the facilitator's **salary**, benefits, housing allowance, interview, relocation **costs**, and travel costs.

Contact

Your local Economic Development Officer

or Department of Economic Development & Tourism
Government of the NWT

Inuvik979-7230

Yellowknife873-7362

or EDA Secretariat

Yellowknife920-8745



Economic
Development

1. **COMMUNITY PLANNING & PROJECT INFORMATION PROGRAM**

b) **Economic Development Planners**

Description

Funds are available to hire qualified planners to **identify** new economic opportunities for a community or region. A community based economic development plan must not be in place already and the community must not have already received money to prepare a plan. **All** plans must **identify** the goals of the community or region and what is most important to them; the resources in the community including **labour**, money, roads, etc.; an assessment of **the market**; and an analysis of **all** factors such as tourism, renewable and non-renewable resources and services and social development **issues**. The plan must develop and assess all alternatives based on the above-mentioned factors. If it is a new plan, a strategy to put the plan into action must also be developed.

Who can apply –

Communities, regional **bodies** and major economic interest groups such as native development **corporations** or Chambers of Commerce. Several communities can develop a plan for their region together.

How to apply

You must show that the community supports the project and **that** the community or group of communities have agreed to do the work. You must **focus** on areas of development that have good opportunities for profit and benefit to all. You must ensure that natural resources are not damaged or destroyed as a **result** of your project. Your application will be assessed for such things as **need**, potential impact and the opportunities for long term development. Your local Economic Development Officer can explain this program to you in greater detail and can help you with your proposal.

Funds available

Money is available to hire the planners. Project selection will be affected by the **availability** of **funds** in **the** program.

Contact

- Your local Economic Development Officer
- or Department of **Economic Development & Tourism**
Government of the NWT
- Inuvik979-7230
- Yellowknife**873-7362
- or EDA Secretariat
- Yellowknife920-8745

B. GNWT CORE FUNDING FOR ECONOMIC DEVELOPMENT ORGANIZATIONS



Purpose

This program provides financial aid to organizations which want to enhance economic development in the NWT.

Description

Economic development organizations which have objectives that match the Government of the NWT's in that they desire to support and develop a healthy, expanding varied economy can receive financial help from the government to set up and run their programs. The assistance provided can be in the form of a grant or a **contribution**.

Who can apply

- Only economic development organizations are eligible. Development corporations and tourism organizations are NOT eligible.

How to apply

The organization must show that it needs financial help and that its **policies** and programs benefit the NWT and its people. If your application is **approved**, you will be required to sign a formal agreement with the government which will stipulate the ways **funds** will be used and when the government **will** get financial reports. Your local Economic Development Officer can explain this program to you in greater detail and help you with your application.

Funk available

The Minister of **Economic** Development may award an organization up to a maximum of \$50,000 per year. Any assistance required over that amount must receive approval from the Executive Council.

contact

Your local Economic Development Officer
or Department of Economic Development & Tourism
Government of the NWT
Inuvik979-7230
Yellowknife873-7229



**Economic
Development**

C. CANADIAN ABORIGINAL ECONOMIC DEVELOPMENT STRATEGY - JOINT VENTURES COMPONENT

Purpose

Joint Ventures Component.

Description

Help aboriginal businesses to undertake new and profitable links with other firms in the mainstream economy, providing opportunities for the transfer of management, technical and other business skills to aboriginal people.

Who *can apply*

Aboriginal businesses.

How to apply -

Applications should be sent to:

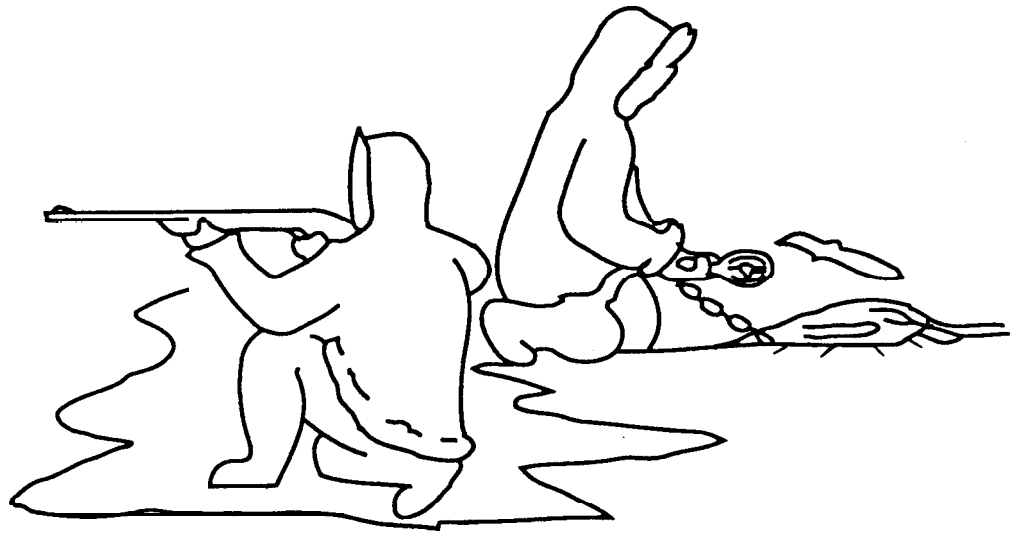
Industry, Science and Technology Canada
PO Bag 6100
Yellowknife, NWT XIA 2R3

Funds available

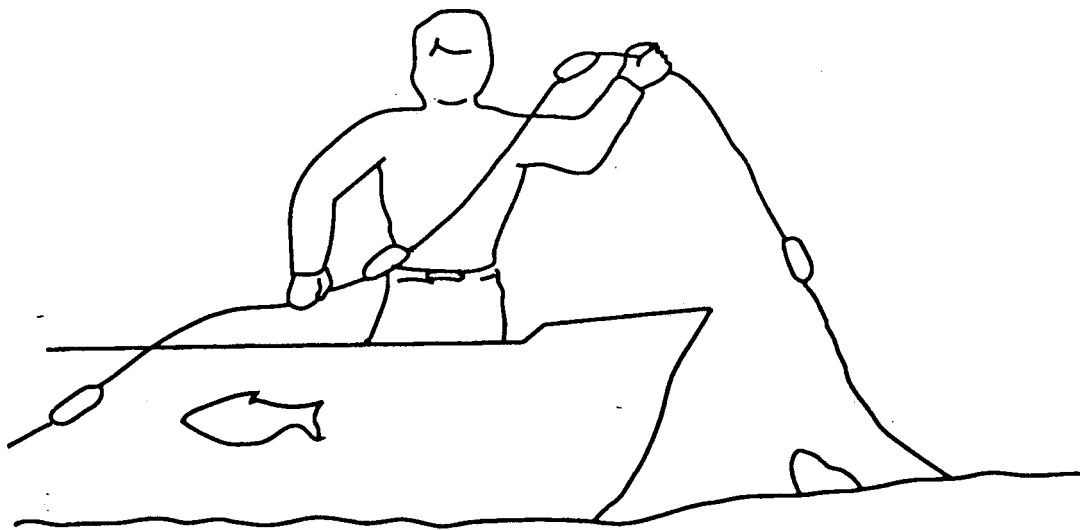
Funding will be limited to the aboriginal portion of the newly established joint venture and for related planning and **aftercare**.

Contact

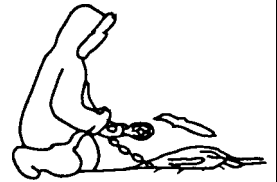
Mr. Chester Spry
Senior Project Analyst
Industry, Science and Technology Canada
PO Bag 6100
Yellowknife, NWT XIA 2R3
.....920-8572
fax873-6228



Hunting, **Trapping** and Fishing



A. **GNWT** COMMERCIAL FISHERY ASSISTANCE PROGRAM



Hunting, Trapping
and Fishing

Purpose

This program supports the development of competitive commercial fisheries in the NWT by off-setting high **freight** and production costs.

Description

Two types of contribution are available to people who fish commercially in the Inuvialuit Settlement Region. For EXPORT INLAND FISHERIES, those fishing commercially for whitefish can receive the same return per **pound, after** costs, as that received by people fishing commercially on Lake Winnipeg. In winter, money is available to help pay the cost of shipping the fish to Winnipeg, Manitoba. For **other** types of **inland** fish, **people who fish** commercially receive the same dollar amount per pound as **those** fishing commercially on Great Slave Lake do for the **same** kind of fish. For EXPORT CHAR FISHERIES, assistance, is provided to maintain price **levels** at the previous year's level FOB Winnipeg or to offset 50% of the cost of shipping fish from an NWT processing plant to Winnipeg, whichever is greater.

Who can apply

People who fish commercially who have been NWT residents for at least three years and at least 50% of their helpers have been NWT residents for at least **three** years.

How to apply

You must be self-employed or licensed by the Department of Fisheries and Oceans to harvest fish for sale. You must show that you have been active in commercial fishing for the year in which you are applying and you must show that your operation is just meeting, or unable to meet, the costs involved. Your local Economic Development Officer can explain this program to you in greater detail and can help you with your application.

Funds available

Contributions are available as noted above.

Contact

Your local Economic Development Officer
or Department of Economic Development & Tourism
Government of the NWT
Inuvik979-7230
Yellowknife873-7391



Hunting, Trapping and Fishing

B. ECONOMIC DEVELOPMENT AGREEMENT - RENEWABLE RESOURCE DEVELOPMENT SUBSIDIARY AGREEMENT

1. RENEWABLE RESOURCE BUSINESS DEVELOPMENT PROGRAM

Purpose

This program is designed to strengthen the traditional economies of wildlife, forestry, agriculture, fishing and fur harvesting by linking them to, and supporting the development of, renewable resource **businesses** which have a potential for success.

Description

Support is provided to **businesses** based on the responsible use of renewable resources. Contributions are available to start, expand or modernize the **facilities** of renewable resource businesses involved in harvesting, processing or marketing. Projects that improve the efficiency of old operations by introducing new **technologies** will also be considered.

Who can apply -

Individuals who have resided in the NWT for at least three years, **NORTHERN** businesses and community based organizations are eligible.

How to apply

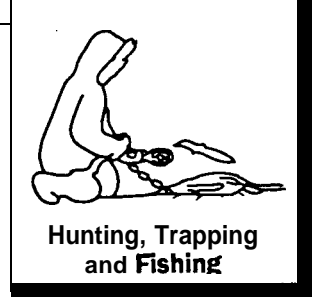
Your proposal must include a three-year **business** plan with financial statements. The project must be viable (the business or project will be able to **successfully** operate and develop on its own). You must show that **the** resource is available and that there is a market for your product. You must show that the region or community supports your project. You must show the benefits that will result from your project such as increased employment or income and import replacement. You will be expected to get a business **licence** and manage the project **professionally**. Your local Economic Development Officer or Renewable Resource Officer can explain this program to you in greater detail and can also help you with your proposal.

Funds available

To start a **NEW FACILITY**, you **could** receive up to 90% of your eligible project costs to a maximum of \$500,000. To **EXPAND** or **UPDATE** a **present** business, you **could** receive up to 90% of your eligible costs to a maximum of \$150,000. Eligible costs include, for example, the total cost of buildings, machinery and equipment, site servicing and improvements, start-up costs for the first **three** months of overhead and salaries. You will be expected to pay 10% of eligible project costs in most case-s. This is a one-time contribution only.

Contact

- Your local Economic Development Officer
- or Your local Renewable Resources Officer
- or Department of Economic Development & Tourism
Inuvik.....979-7230
- or Department of Renewable Resources
Inutik.....979.7200
- or EDA Secretariat
Yellowknife.....920-8743



2. **PRODUCT DEVELOPMENT AND TEST MARKETING PROGRAM**
a) **New Product Development and Test Marketing**

Purpose

This program supports the investigation of possible new **businesses** resulting from the use of renewable resources. **Research** and assessment of **future** possible renewable resource businesses is required as are improvements to existing businesses. There are four main components to **this** program: a) New Product Development and Test Marketing, b) Pilot **Projects**, c) Resource Inventories and Assessment Studies, and d) Feasibility **Studies**.

Description

Money is available to help pay the initial costs of developing products and establishing markets as well as developing proposals for new projects.

Who can apply .

Individuals resident in the NWT, **NORTHERN** businesses, community based organizations - or government **departments**.

How to apply

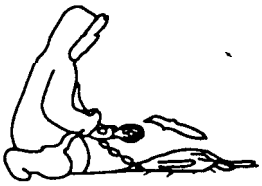
You must submit a detailed product development and test marketing strategy/plan. A proposal for trade in **wildlife**, fish or marine mammal products must show how you plan to use **most**, if not all, of the **resource**. You must show that the region or community supports your project. You must show benefits such as increased employment or income. You must show that the project will be efficiently run and that **funds** will not be wasted. You will be expected to get a business **licence** and **show** that you have, or can get, the **skills** to **manage** the project. The project must be viable or able to operate successfully on its own. Your local Economic Development Officer or Renewable Resource Officer can explain this program to you in greater detail and can also help you with your proposal.

Funk available

You could receive up to 90% of your eligible costs including the costs of developing products and establishing markets. You will be expected to provide at least 10% of the eligible project costs, either personally or by loan from another source.

Contact

- Your local **Economic** Development Officer
- or Your local Renewable Resources Officer
- or Department of Economic Development & Tourism
Inuvik.....979-7230
- or Department of Renewable **Resources**
Inuvik.....979-7200
- or EDA Secretariat
Yellowknife.....920-8743



Hunting, Trapping
and Fishing

2. PRODUCT DEVELOPMENT AND TEST MARKETING PROGRAM

b) Pilot Projects

Description

A renewable resource pilot project is a small scale **business** enterprise established for the sole **purpose** of seeing whether it **could** succeed in the NWT. If you have an idea for a business based on a renewable resource and that type of business has never been started in the NWT before, funds are available to help you do a study on the project and to set up a pilot project or a small example of your new **business** idea.

Who can apply

Individuals **resident** in the NWT, NORTHERN businesses, community based organizations or government departments.

How to-apply

Your **project** proposal must include a detailed implementation **strategy/plan**. The project must show that it could succeed. You must show the **benefits** which will **result** from your project. You must submit satisfactory terms of reference showing the study you wish to do, the **objectives** of the study and how much help you need. You must show regional and community support. You must show that **the** project will be managed efficiently and that funds will not be wasted. You will be required to obtain a **business licence** and show that you have or can get the skills required to manage the **business**. Your local Economic Development Officer or Renewable Resource Officer can explain this program to you in greater detail and can also help you with your proposal.

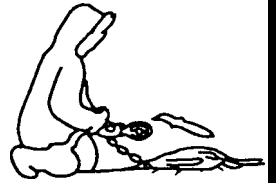
Funds available

You **could** receive up to 90% of your eligible project costs up to a maximum of \$250,000. Eligible costs include capital costs (for example, buying land, buildings and equipment) and operating costs (overhead and salaries). Any money you make in the pilot project must go back to the costs of the project. You will be expected to contribute 10% of the eligible project costs yourself.

contact

- Your local **Economic** Development Officer
- or Your local Renewable **Resources** Officer
- or Department of Economic Development & Tourism
Inuvik.....979-7230
- or Department of Renewable Resources
Inuvik.....979-7200
- or EDA Secretariat
Yellowknife.....920-8743

2. **PRODUCT DEVELOPMENT AND TEST MARKETING PROGRAM**
c) **Resource Inventories and Assessment Studies**



Hunting, Trapping
and Fishing

Description

Money is available to do resource inventories and assessment **studies** that **will support** renewable resource business operations, especially where the use, development or **expansion** of that resource or **type** of business will be delayed because there **is** not suitable information. An inventory assessment looks at how much of a resource is available and whether it can be used for a business opportunity without adversely **affecting** the resource.

Who can apply

Individuals resident in the **NWT**, **NORTHERN** businesses, community based organizations or government departments.

How to apply

You must submit terms of reference showing what you **want to do**, the objective of the study and "how much help you will need. You must show that the region or community supports your project. You must show the benefits that could **result** from the study. You must show that the project will be run in an efficient manner and that **funds** will not be wasted. You will be expected to get a business **licence** and show that you have, or can **get**, the skills needed to run the project. The proposals must meet current standards of resource inventory investigations or biological assessment **research**. If you are proposing **TEST FISHERIES**, you must do studies of transportation and other costs involved before you do the study and before additional test fisheries will be supported. Your local Economic Development Officer or Renewable Resource Officer can explain this program to you in greater detail and can also help you with your proposal.

Funds available

You **could** receive up to 90% of the eligible costs to a maximum of \$250,000. Eligible costs include data collection, analysis and interpretation. You will be expected to contribute at least 10% of the eligible project costs.

Contact

- Your local Economic Development Officer
- or Your local Renewable Resources Officer
- or Department of Economic Development & Tourism
Inuvik979-7230
- or Department of Renewable Resources
Inuvik979-7200
- or EDA Secretariat
Yellowknife920-8743



Hunting, Trapping
and Fishing

2. **PRODUCT DEVELOPMENT AND TEST MARKETING PROGRAM**

d) **Feasibility Studies**

Description

Funding is available to help pay for the costs of getting consultants to collect data and study the feasibility of a project. The studies are to determine the economic, biological, technical and logistical viability of potential businesses.

Who can apply

Individuals **resident** in the NWT, **NORTHERN** businesses, community based organizations or government departments.

How to apply

You must submit terms of reference showing what you want to do, the objective of the study and **how much** help you will need. Applications for study must show that the project has commercial potential. You must show that the region or community supports your project. You must show **the** benefits that could **result** from the study. You must show that the project will be run in an efficient manner and that funds will not be wasted. The **proposals** must meet current standards of resource inventory investigations or biological assessment research. Your local Economic Development Officer or Renewable Resource Officer can explain this program to you in greater detail and can also help you with your proposal.

Funds available

You **could** receive up to 90% of approved costs for consulting services required for studying the feasibility of your project. Capital costs are not eligible.

Contact

- Your local Economic Development Officer
- or Your local Renewable **Resources** Officer
- or Department of Economic Development & Tourism
Inuvik.....979-7230
- or Department of Renewable **Resources**
Inuvik.....979-7200
- or EDA Secretariat
Yellowknife.....92 0-8743

C. GNWT RENEWABLE RESOURCES BUSINESS ENHANCEMENT



Hunting, Trapping
and Fishing

Purpose

This program **provides** contributions, through a **fund** of last resort, to start new, or improve existing, NWT renewable **resource** business

Description

CAPITAL contributions are available to start, **expand**, buy or upgrade renewable resource businesses that are thought to be critical to the development of **the** industry. **OPERATION AND MAINTENANCE** contributions may be available to renewable resource businesses that are having financial **difficulties**, to offset last year's losses. Financial assistance will normally be for no more than five years.

Who can apply -

Individuals who have resided in the NWT for at least three years and **NORTHERN** renewable resource businesses that are registered or licensed in the NWT.

How to apply

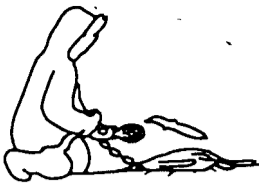
You will be required to show that the venture will become self-sufficient (will be able to operate on its own without financial help) within five years, that current liabilities do not exceed current assets plus the financial aid received, and that the total debt of the business does not exceed the book value of all assets plus the financial aid received. The project must contribute to the economy of the NWT by ensuring maximum opportunity for NWT residents to work on it or to receive benefit from it. Your local Economic Development Officer or Renewable **Resource** Officer can explain this program to you in greater detail and can also help you with your proposal.

Funds available

CAPITAL contributions are normally limited to 15% of capital costs for projects costing less than \$250,000 and a maximum of 100% of **capital** costs for projects costing more than **\$250,000**. Contributions for **OPERATIONS AND MAINTENANCE** may cover up to 100% of either fixed costs or interest costs of loans up to a maximum of \$20,000.

Contact

Your local Economic Development Officer
or Your local Renewable Resources Officer
or Department of Economic Development & Tourism
Inuvik979-7230
Yellowknife873-7391
or Department of Renewable Resources
Inuvik979-7200



Hunting, Trapping
and Fishing

D. GNWT TRAPPERS' INCENTIVE SUBSIDY

Purpose

This program provides grants to trappers committed to their profession. The money received under this program is intended to be used to outfit for a new trapping season.

Description

Money is available to trappers in two different ways. A **Sealskin** subsidy will be paid to Hunters/Trappers on the basis of \$5 per pelt sold. Also, Hunters/Trappers will be paid an additional amount calculated as a percentage of the value of other **furs** sold in excess of \$600. See below for a complete breakdown of the amounts granted. **POLAR BEAR, MUSKOX and LYNX** are EXCLUDED from **this** subsidy.

who can apply

All grants under this program require that you have a valid NWT GENERAL HUNTING or TRAPPING LICENCE and that you are an NWT resident. outstanding loans under the Trappers Assistance program and over-advances under the Fur Marketing Services program are deducted from the amount of your grant

How to apply

You do not have to apply to receive this grant. The Department of Renewable Resources collects fur harvest records that show the **fur** sales for each trapper. They calculate the amount of the grant due to you from those figures and will forward a **cheque** to you in that amount.

Funds available

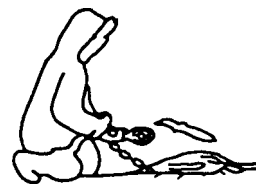
If \$600 or over is sold then 22% is paid on the first \$2000. The following chart breaks down the grant amounts available.

SALES	GRANT
\$599.99 or less0%
\$600-\$2000	22%
\$2001-\$4000	17%
\$4001-\$6000	12%
\$6001-\$8000	7%
\$8001 and over	2%

Contact

Your local Renewable Resources Officer
or Department of Renewable Resources
Government of the NWT
Inuvik.....979-2938

E. GNWT HUNTERS & TRAPPERS DISASTER COMPENSATION



Hunting, Trapping
and Fishing

Purpose

This program helps serious hunters and trappers stay in the business when they may have lost some or all of the equipment they require to hunt and trap **because** of a disaster.

Description

This program provides grants to hunters or trappers to replace equipment lost as a result of a natural disaster such as a **forest** fire or storm.

Who can apply

Residents of the **NWT** who hold General Hunting License-s and who are dependant on renewable **resources** for a significant portion of their income and who have lost equipment as a **result** of a natural disaster.

How to apply

To apply for disaster compensation, you must submit an Affidavit of **Loss** to the Department of Renewable Resources. The Department will also require that you sign a Letter of Understanding.

Your local Renewable Resources Officer can explain **this** program to you in greater detail and can help you prepare your **Affidavit of Loss**.

Funds available

The largest grant you can receive under this program is \$4,500 for each occurrence. This includes any **individual** hunter or trapper **AND** their **dependents**.

Contact

Your local Renewable Resources Officer
or Department of Renewable Resources
Government of the NWT
Inuvik979-7200



**Hunting, Trapping
and Fishing**

F. GNWT OUTPOST CAMP PROGRAM

Purpose

This territorial program aims to provide financial assistance and services to any family or group of persons (less than 60 in number) who wish to move away from **settlements** to isolated NWT locations for at least six months of the year in order to live off the land and follow their traditional lifestyle.

Description

This program can provide you and your group, along with your supplies and equipment, with air transportation to and from the outpost camp (one round trip per year). If you wish to go overland or by boat, **the** program can provide you with gasoline and oil or boat motor **fuel**. **The** program will provide you with money for **food** and supplies and for heating oil when the **camp** is above **the treeline**. If you cannot move the fuel oil yourself, the program can pay to have it moved. The program will loan you an emergency radio-telephone and will provide you with a basic medical kit. Grants are available to build or improve basic shelters at the outpost camp. The Renewable Resources Officer will visit the camp **and**, space permitting, will bring mail, food and supplies in and will take mail, furs and other products back out to the **settlement**. There will be no charge for this as long as these items are all carried on the same plane used by the visiting Renewable Resources Officer.

Who can apply

Residents of the NWT who hold their General Hunting License and who are proven and skilled hunters/trappers of the resource that the outpost camp is set up for. **Local** Wildlife Committees can act on behalf of communities wishing to set up outpost camps.

How to apply

You must submit an APPLICATION FOR ASSISTANCE - OUTPOST CAMP PROGRAM, accompanied by a Renewable Resources Officer's report. If the **community** is applying as a group, each hunter/trapper will have to submit an application. Your local Wildlife Officer or Renewable Resources Officer can explain this program to you in greater detail and can help you with your application.

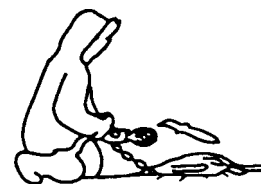
Funds available

The government will pay for expenses as listed above. It may not pay all expenses. Oversnow vehicles, boats, canoes, engines, generators or outboard motors **CANNOT** be purchased with money from this program but the Renewable Resources Officer can help you get funding elsewhere for these items.

Contact

Your local Renewable Resources Officer
or Department of Renewable Resources
Government of the NWT
Inuvik979-7200

G. GNWT **COMMUNITY** CARIBOU **HUNTS/COMMUNITY** ORGANIZED HUNTS



Hunting, Trapping
and Fishing

Purpose

This program **provides** money for **transportation** so that those who are dependent on caribou and are unable to reach the herd because of the **distances** involved and/or bad travel conditions can get to **the** herd to do their hunting.

Description

“ **Local Wildlife** Committees apply on behalf of community **residents** who are interested and organized. The amount provided **will** depend on the amount of **funds** in the regional **budget**, the **distances** from the community to the big game, the methods of transportation available and the funds or services provided by the community. After the **hunt**, you will have to report what was done with **the** money, where the hunt took place, **the** number of animals harvested, the age and sex of **the** animals **harvested** and **the** distribution of meat in the community.

Who can apply

As mentioned above, the Local Wildlife Committee applies on behalf of its community. Residents must be entitled to hold General Hunting **Licenses** and must be dependent on caribou and must be unable to reach the big game.

How to apply

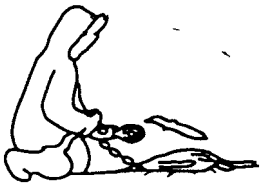
The **Local Wildlife** Committee must submit an application to the local Renewable **Resource** Officer. The local Renewable Resources Officer can **provide** the Committee with the application and can help complete it.

Funds available

The amount of money you can receive under this program varies according to distance from **the** herd, methods of transportation available, the amount of money in the **budget**, and how successful the program has been in past.

Contact

Your local Renewable Resources Officer
or Department of Renewable **Resources**
Government of the NWT
Inuvik.....979-7200



Hunting, Trapping
and Fishing

H. GNWT COMMUNITY HARVESTER ASSISTANCE PROGRAMS

Purpose

This program is for communities who have Local **Wildlife** Committees (the local organization representing the interests of the hunters and trappers in the area such as the Hunters & Trappers **Association**) and choose to participate in this program rather than in the Outpost Camp Program, the Trappers Assistance Loans Program, or the Community Organized Hunts Program.

Description

The Local **Wildlife** Committee can apply for money and would then be responsible for administering the money to the local hunters and trappers. Then, for example, if the community decided to go on an organized **hunt**, they would be **funded** by the money given to the Local **Wildlife** Committee. You cannot receive finding under the Outpost Camp Program, the Trappers **Assistance Loans** Program or the Community Organized Hunts Program and receive money under this program too.

Who can apply

The community must have a recognized **Local Wildlife** Committee and choose to participate in this program rather than the three mentioned above.

How to apply

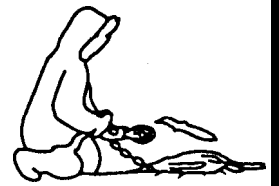
The **Local Wildlife** Committee must apply to **Renewable Resources**. The first application must show the community and area involved, prove that the group involved was consulted and accepts the application, and show the number of hunters/trappers involved. Every other application must include a statement showing where last year's money was spent and enough information for the Department of Renewable Resources to determine if finding should be more or less than in past years. Your local Renewable Resources Officer can provide the Committee with an application and help complete it.

Funds available

The amount of finding available to the community under this program depends on the number of General Hunting **Licence** holders in the community and the number of people who participated in past programs.

Contact

Your local Renewable Resources Officer
or Department of Renewable Resources
Government of the **NWT**
Inuvik.....979-7200



Hunting, Trapping and Fishing

Purpose

This program assists regional organizations with a demonstrated interest in the collection of harvest information.

Description

Money is available for studies about renewable resource harvesting. The amount of the contribution will depend on such things as the number of **communities** involved, the number of **hunters** and **trappers** in the **communities**, an **estimate** of the size of the **harvest**, the amount of information to be collected **and** the analysis to be performed. The **staff** of the Department of Renewable Resources must also be given **access** to **all** data, documents and reports **resulting** from the studies.

Who can apply

Regional organizations that have a demonstrated **interest** in the collection of harvest information.

How to apply

Every year, **the** organization must make a request for **funding** to the Department of Renewable Resources. The **request** for **funding** must be accompanied by an audited financial report for the past year and a proposed budget for the next year.

Funds available

Each contribution is viewed on its own merits. The success of the past year's activities is a determining factor. Each contract is negotiated with the organization.

Contact

Your local Renewable **Resources** Officer
or Department of Renewable **Resources**
Government of the **NWT**
Inuvik.....979-7200
Yellowknife.....873-7758



Hunting, Trapping
and Fishing

J. GNWT HUMANE TRAP DEVELOPMENT

Purpose

This program provides incentives to trappers/inventors interested in developing trapping devices that are more effective or humane (having consideration for other humans or animals).

Description

The Fur Institute of Canada has now completed testing on traps for small forbearing animals (**mink**, marten) and at present is interested in reviewing new ideas for traps for larger animals such as fox, lynx and coyote. Small traps will still be considered but only if they are very unique and have obvious potential. If you have an idea for a new trapping device or how to improve **an** existing trapping device so it is more efficient and so that **the** animal does not suffer unnecessarily, you should first discuss your idea with the staff at Renewable Resources. If they feel your idea has merit, you will be required to put together a model along with detailed diagrams and drawings. These will be submitted to the Trap Review Committee of the Fur Institute of Canada. If your idea is acceptable, you will receive a cash incentive.

Who can apply

Any resident of the **NWT** who has **an** idea for a new trapping device or has an idea to improve a present trapping device is eligible to apply.

How to apply

You must submit a model of your idea along with detailed diagrams and drawings, plus a notarized statement confirming that the idea and the submitted materials are yours, to the Department of Renewable Resources. Be sure to talk to the people **at** Renewable **Resources** about your idea before you spend any time or money building your model. Your local Renewable Resources Officer can explain this program to you in greater **detail**.

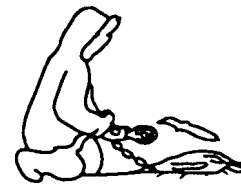
Funds available

Each submission will be judged on **its** own merits. You will receive money if your idea is accepted.

Contact

Your local Renewable Resources Officer
or Department of Renewable Resources
Government of the NWT
Inuvik.....979-7200

K. GNWT LOCAL WILDLIFE COMMITTEES



Hunting, Trapping
and Fishing

Purpose

This program supports NWT associations that actively represent the interests of the hunters and trappers in the community.

Description

The association must be recognized by the Minister of Renewable **Resources**. Each association or organization **will** receive money for administration. Additional money shall be given for the number of people in the community who hold General Hunting Licenses and the number of people who sold **fur** in the past year. Additional money will also be given on the recommendation of the regional organization after a review of a proposed work plan for the coming year.

Who can apply

The association must be active and recognized by the Minister of Renewable Resources. The association must represent the **interests** of **hunters** and trappers in its community.

How to apply

The association must apply every year and must provide enough information to determine how much money the association **should** receive. The association must also submit to Renewable Resources an annual report providing the names of the Board of Directors, a financial statement and details of all services provided to its members. Your local Renewable **Resources** Officer can explain this program to you in greater detail.

Funds available

Each organization shall receive \$5000 basic finding for administrative support. The additional money given will be: (i) \$2000 when there are between 50 and 100 licenses, (ii) \$3000 when there are between 101 and 400 licenses, or (iii) \$4000 when there are more than 400 licenses.

Additional **funds** shall be contributed when the number of persons recorded as selling **fur** "in the past **fur** year is: (i) between 25 and 50, \$2000, (ii) between 51 and 125, \$3000, or (iii) greater than 125, \$4,000. Additional funds may be contributed on the recommendation of the appropriate regional organization **after** review of a proposed work plan for the coming year to a maximum of \$7000.

Contact

Your local Renewable **Resources** Officer
or Department of Renewable **Resources**
Government of the NWT
Inuvik.....976-7200



Hunting, Trapping
and Fishing

L. GNWT REGIONAL WILDLIFE ORGANIZATIONS

Purpose

This territorial program's objective is to assist organizations which represent **the** combined interests of local wildlife **committees** in a region of the **NWT**.

Description

Financial assistance is given to regional organizations recognized by the Minister of Renewable Resources as **representing** the **combined** interests of **Local Wildlife Committees**. The funding can be used to bring the people of an organization together for meetings or to plan wildlife programs. The organization's **activities** for the past year are reviewed every year. Approval to pay **all** or a portion of the organization's budget request is recommended at that time.

Who can apply - "

The organization must be recognized by the Minister of Renewable Resources as representing the combined interests of Local Wildlife Committees.

How to apply

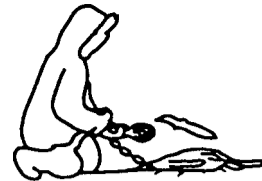
New organizations need to submit a budget proposal detailing how much money is needed and what the organization plans to do with the money. **Every year**, each **association must** submit an annual report providing the names of the Board of Directors, a financial statement and detailed budget proposal and details of services provided to its members. If the past year's contributions were more than \$50,000, the financial statement must be audited.

Funds available

The amount of the contribution will be negotiated and is subject only to the total budget for **this** program.

contact

Your local Renewable Resources Officer
or Department of Renewable Resources
Government of the NWT
Inuvik.....979-7200
Yellowknife.....873.7758



Hunting, Trapping
and Fishing

Purpose

This program supports organizations that have an **interest** in the promotion of the **fur** industry.

Description

Money is provided to organizations that are recognized by the Minister of Renewable Resources as promoting the **fur** industry. This money can be used to pay for programs that support or promote the industry.

Who can apply

Organizations recognized by the Minister of Renewable **Resources** as having an interest in the promotion of the **fur** industry.

How to apply

The organization must send a letter to Renewable **Resources** every year requesting funds and **outlining** the programs which the **funding** will support. The organization must submit a **detailed** accounting on how last year's funds were used. Your **local** Renewable Resources Officer can explain this program to you in greater detail.

Funds available

Each organization can receive a maximum amount of \$20,000 per year.

contact

Your local Renewable Resources Officer
or Department of Renewable **Resources**
Government of the NWT
Inuvik.....979-7200



Hunting Trapping
and Fishing

N. GNWT WILDLIFE MANAGEMENT BOARDS

Purpose

This program supports **Wildlife** Management Boards which are established by negotiation between the Minister of **Renewable Resources** and interested parties including neighboring jurisdictions and native organizations.

Description

Wildlife Management **Boards**, as discussed above, are provided with financial aid with which to meet, plan and run programs aimed at proper management of wildlife in their regions.

Who can apply

The above--mentioned Boards are eligible for finding under **this** program.

How to apply

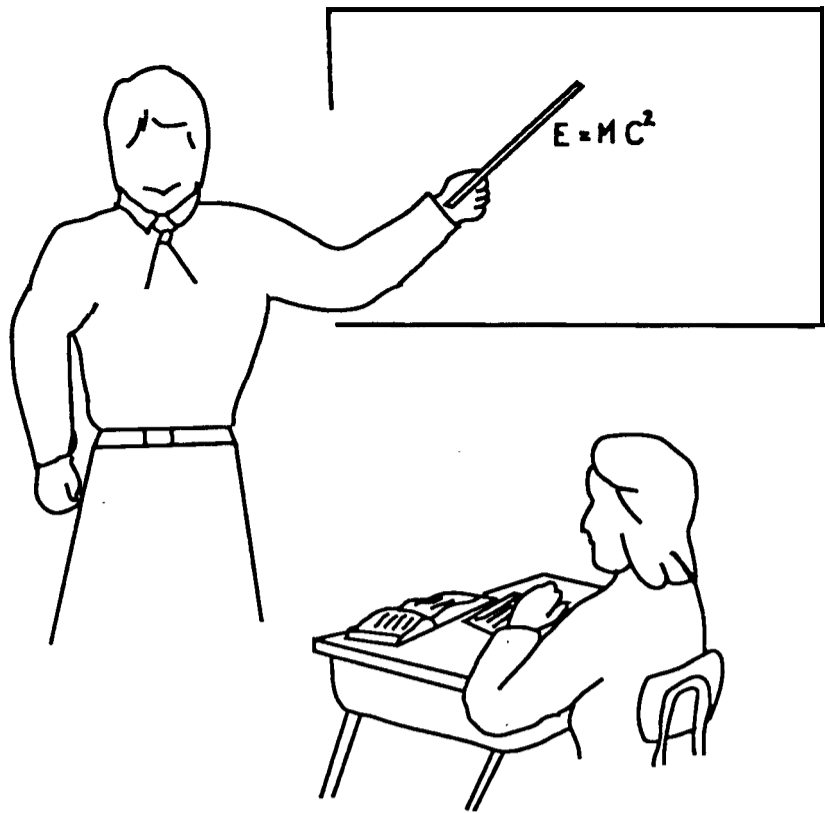
A request for funding must be submitted to the Department of Renewable **Resources** every year. This request must be accompanied by a financial report for the previous year and a proposed budget for next year. The board must show that it complied with its contracts. Your local Renewable Resources Officer can explain **this** program to you in greater detail.

Funds available

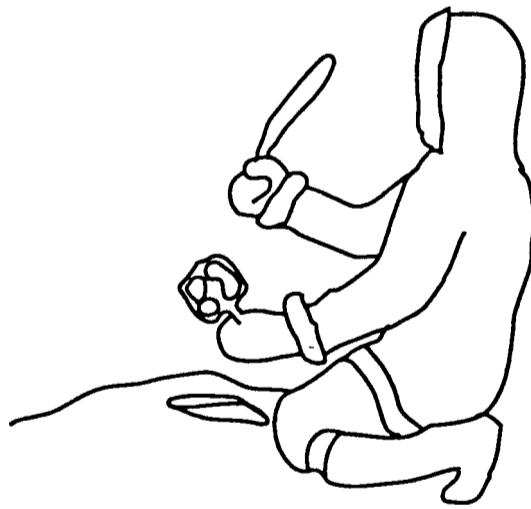
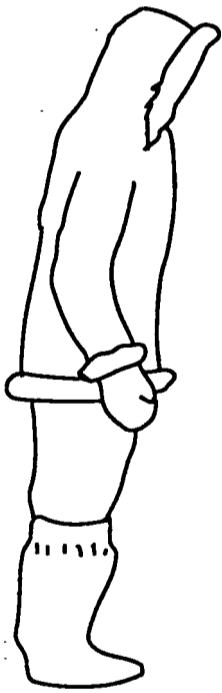
Each contribution is negotiated separately on its own merits. The government takes into account such **things** as the number of communities involved, the distance between communities, the frequency of meetings and the size of the Board.

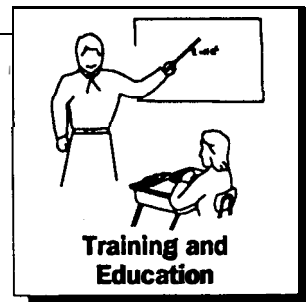
Contact

Your local Renewable Resources Officer
or Department of Renewable Resources
Government of the NWT
Inuvik.....979-7200
Yellowknife.....873.7758



Training and Education





1. DIRECT PURCHASE OPTION

Purpose

This federal program's aim is to improve and develop the working skills of the people of Canada to meet the labour skills requirements of the economy.

Description

The Government of the NWT, through the Department of Education and Arctic College, is **responsible** for organizing courses in appropriate skill areas. Canada Employment Centres **identify** the training and are responsible for placing trainees in the courses. If you are **interested** in upgrading your skills to get a new job or career, you should discuss your goals with your Employment Counselor. He/she will test your abilities and will then try to place you in the **training** program that you need to meet the requirements of your newly chosen job or career. A number of different **courses** are available. **VOCATIONAL TRAINING** introduces workers to new skills such as computer programming, carpentry or welding and helps **workers** to upgrade their skills to meet technological change. **PREPARATION FOR VOCATIONAL TRAINING** provides individuals with the basic knowledge required for entry into a skill training course or to meet a designated academic level. **LANGUAGE TRAINING** provides language courses in English or French.

Who can apply

Unemployed individuals who desire to improve their work skills, who are at least 17 and who have not been in school on a regular basis during the past year.

How to apply

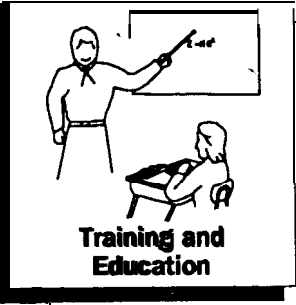
Contact your local Canada Employment Centre and ask for an interview with an Employment Counselor. They will interview you, may **test** you, and will determine what training you need to attain your goals and then place you in the appropriate courses.

Funds available

CEIC fully purchases the courses.

Contact

Canada Employment Centre
Inuvik.....979-2122
Yellowknife.....920-8400



2. CANADIAN JOBS STRATEGY

a) Job Development

i) General Projects

Purpose

The objective of the Job Development Program is to develop the long-term **labour** market potential of unemployed Canadians. This federal program is designed to make Canadians who are experiencing long-term unemployment, employable through a combination of work experience and skills training. The program is also aimed at helping employers expand their **workforce** by sharing the cost of training new staff. The two main parts to the Canadian Jobs Strategy Job Development Program are: i) General Projects, and ii) Individually Subsidized Jobs.

Description

Canada Employment **Centre** counselors assess the need for individual training and job experience and place people in projects which best suit these needs. projects must **normally** create **THREE OR MORE JOBS** and last between 16 and 52 weeks. A good example of a project **would** be a construction job where local unskilled people are hired and trained as laborers or carpenters' **helpers**, etc. Training can take place in a formal classroom setting or on the job under the appropriate supervision while workers learn the job duties. A combination of formal training and on-the-job training can also be used. The maximum training period would be 52 weeks.

Who can apply

Businesses, organizations, public health and educational institutions, municipal governments and band councils can act as **EMPLOYERS**. To be eligible as an **EMPLOYEE**, you must be an individual out of work for 24 of the last 30 weeks.

How to apply

To apply as an employer or as a trainee, you should contact an Employment counselor at your nearest Canada Employment **Centre**. Employers will be required to submit plans for detailed training programs.

Funds "available"

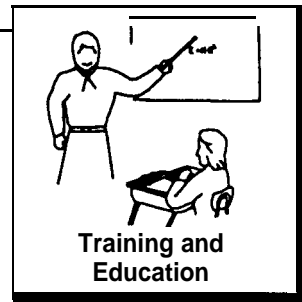
Profit-making employers can receive wage subsidies (up to 60% to a maximum of \$7.50/hour and \$300/week per participant). Non-profit employers can receive 100% of wages up to \$7.50/hour and \$300/week. Non-profit **employers** can also receive a **contribution** toward mandatory employment related costs such as UIC, CPP, Worker's Compensation, vacation pay, taxes, etc. Employers can receive up to \$8 per hour per participant to pay for direct **training** costs. Employers who require special equipment or structural renovations to the workplace to **hire** disabled persons can receive up to \$10,000 per participant to **defray** these costs.

Contact

Canada Employment Centre

Inuvik.....979-2122

Yellowknife.....920-8400



2. CANADIAN JOBS STRATEGY

a) Job Development

ii) *Individually Subsidized Jobs*

Description

Canada Employment **Centre** counselors assess the need for individual training and job experience and place people in projects which best suit these needs. Projects must normally create ONE OR **MORE JOBS** and last **between** 52 weeks. Training can take place in a formal classroom setting or on-the-job under the appropriate supervision while the worker learns the job duties. A combination of formal **training** and on-the-job training is preferred. The maximum training period would be 52 weeks.

Who can apply

Businesses, organizations, public health and educational institutions, municipal governments and band councils can act as **EMPLOYERS**. To be eligible as an **EMPLOYEE**, you must be an **individual** out of work for 24 of the last 30 weeks and you must be referred through a Canada Employment **Centre**.

How to apply

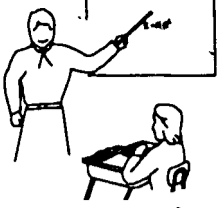
To apply as an employer or as a trainee, you must meet with an Employment counselor. Employers will be required to submit plans for detailed training programs.

Funds available

Employers can receive wage subsidies (up to 60% to a maximum of \$7.50/ hour and \$300 per week per **participant**). Employers can receive up to \$8 per hour per **participant** to pay for direct **training** costs such as tuition, books or the cost of an instructor. Employers who require special equipment or structural renovations to **the** workplace to hire disabled persons can receive up to \$10,000 per participant to defray these costs.

Contact

Canada Employment **Centre**
Inuvik979-2122
Yellowknife920-8400



Training and
Education

2. CANADIAN JOBS STRATEGY

b) Skill Investment

i) Retraining

Purpose

The Skill Investment Program gives employers and employees the chance to adapt to changing technological and competitive conditions which threaten job security. It provides a comprehensive, flexible **framework** of support to help employees and employers anticipate and adjust to changes on the job. It is a chance for **employees** to get the skills they will need for continued employment in a changing world. It is a chance for employers to have **their** good employees trained to meet the changing requirements of their jobs. The three main components of the Skill Investment Program are: i) Retraining, ii) Continuing Employment, and iii) Training Trust Fund.

Description

“- The Retraining Program is designed to help employers meet **future skill** requirements for themselves and their staff through training and retraining in response to technological and market changes. As a rule, employers and individual participants decide on the nature and type of **training** best suited to the situation. Training may consist of a minimum of three weeks for **full-time** and 80 hours for part-time leave up to a maximum of three years in either a classroom **setting** at local educational institutions or through on-the-job training under appropriate supervision, or a combination of both.

Who can apply

Firms with fewer than 100 employees or self-employed individuals and having to lay-off employees permanently because of technological or economic change are eligible. Managers, self-employed individuals and workers whose skills and jobs are threatened by technological and market changes can also apply.

How to apply

Contact your Canada Employment Centre for further details, application forms and assistance. You will be required to show how your job or your company is being threatened by new technology or market changes.

Funds available

Employers receive up to 60% of wages to a maximum of \$7.50 per hour **with** a weekly maximum of \$300 per participant. Employers also receive up to \$20 for each participant training hour for off-the-job training for things like instructors, books, tuition, etc. Special funds are also available to assist the physically disabled.

Contact

Canada Employment Centre

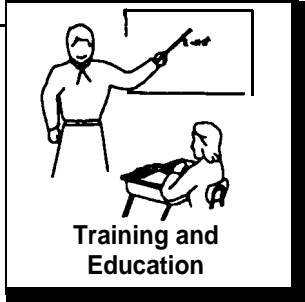
Inuvik.....979-2122

Yellowknife.....920-8400

2. CANADIAN JOBS STRATEGY

b) Skill Investment

ii) Continuing Employment



Description

This program provides money to employers who are **facing** the **shutting** down of their business and wish to provide new training to their **employees** to prevent the shutdown. The program also provides money to employers who are expanding and wish to train new **employees**. The employees to be trained must be in danger of losing their jobs because of a change in technology or a change in the economy (for example, when a mine shuts down and the town surrounding the mine dies as a **result**) or the **employees** must have lost their jobs in the past four months.

Who can apply

- The employer must be part of an Industrial Adjustment Service Agreement. Someone **from** the Canada Employment **Centre** will survey the situation and determine if the employer is, in fact, in **danger** of closing or should expand because of technological or market **changes**. The employees must be in danger of losing their jobs or have lost their jobs in the past four months.

How to apply

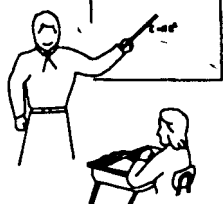
Contact your **local** Canada Employment **Centre**. A staff person will interview you and if they feel it is warranted, **will request** an analysis of your situation to see if you (the employer) **qualify** to be part of an Industrial Adjustment Service Agreement.

Funds available

Employers receive up **to** 60% of wages to a maximum of \$7.50 per hour with a weekly maximum of \$300 per participant. Employers also receive up to \$20 for each participant training hour for off-the-job training for such things as instructors, **books**, tuition, etc. Special **funds** are also available to assist the physically disabled.

Contact

Canada Employment Centre
 Inuvik.....979-2122
 Yellowknife.....920-8400



Training and
Education

2. CANADIAN JOBS STRATEGY

b) Skill Investment

iii) Training Trust Fund

Description

To provide an incentive for employers and workers to establish a Trust Fund for the purpose of training or retraining of workers whose employment maybe **affected** by changes in market and technology, the government will make contributions to the Trust Fund. These trust **funds** can be established by employee associations independently or jointly with an employer. These funds pay for members' future training and skill **development**, thus encouraging the continuation of existing **funds** and the creation of new ones. A joint Board of Trustees made up of an equal number of employer and employee representatives will be responsible for the administration of the **fund**. This Board will also determine which **workers** will receive training as well as the **courses** and the duration of the training.

Who can apply --

Applications are encouraged from employer and employee associations, either independently or jointly, and from business and non-profit groups. Employers and **full- or part-time** workers as well as self-employed individuals who have **contributed**, or have had a contribution made on their behalf, may participate in the program.

How to apply

Contact your local Canada Employment Centre for **further** information, applications and assistance.

Funds available

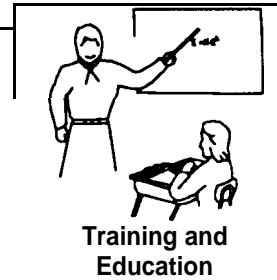
In the first year, the Canada Employment Centre will give a grant to the trust fund for 50% of the total contributions of the employers and employees to a maximum of \$200,000. In the second year, they will give a grant for 1/3 of the total **contributions** to a maximum of \$100,000. In the third year, they will give a grant for 1/3 of the total **contributions** to a maximum of \$100,000.

Contact

Canada Employment Centre

Inuvik.....979-2122

Yellowknife.....920-8400



2. CANADIAN JOBS STRATEGY

c) Skill Shortages

Purpose

This program provides financial assistance to employers for training their workers in skills which have been designated by Employment and Immigration Canada as having existing or potential shortages, either regionally or nationally, and for which training is the appropriate solution.

Description

The necessary skills may range from those required in high technology occupations (eg. computer operators or computer programmers) to the **fast-food industry**. An employer can train current **employees** or can ask the Canada Employment **Centre** to refer qualified **candidates** who can be hired and trained. Agreements can operate for a minimum of three weeks (or 80 hours for part-time training) to a maximum of three years. Relevant training can take place in a formal classroom **setting** at **local** educational institutions or on-the-job under appropriate supervision while the worker learns the job duties or a combination of formal training and on-the-job training can be used.

Who can apply

EMPLOYERS can be private sector, non-profit or voluntary groups and self-employed individuals. The **EMPLOYEES** can be existing or newly-hired workers capable of undertaking the required training.

How to apply

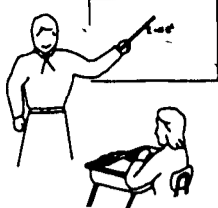
Contact your local Canada Employment **Centre** for **further** details, applications and assistance. The employer will be required to submit a detailed training plan.

Funds available

The employer can be reimbursed for wages paid to a worker while **being** trained, for up to 60% of **wages** during off-the-job (formal) training and up to 25% during on-the-job training for a maximum of \$7.50 an hour or \$300 per week. The program will also cover part of the employer's eligible training costs for each trainee to a maximum of \$20 per participant hour in off-the-job training for things like books, tuition and instructors. **Employers** who require special equipment or structural renovations to the workplace to hire persons with disabilities can receive up to \$10,000 per participant to defray those costs. Skilled **employees** can receive relocation and travel assistance when there is a demand for their skill that is not met in the community.

Contact

Canada Employment **Centre**
Inuvik979-2122
Yellowknife920-8400



Training and Education

2. CANADIAN JOBS STRATEGY

d) Job Entry

i) Job Entry/Re-Entry

Purpose

This program helps young people who are having **difficulty** making the transition from school to the workplace and women who are having **difficulty** making the transition from home to the workplace. It offers unique **opportunities** for the business and voluntary sectors to ensure that specific training projects are relevant to real **labour** market needs and **meaningful** for women and youth.

Description

To acquire skills and experience and to become active members of the **labour** force, the groups noted above require an integrated program of training and work experience. This **program** provides a combination of up to 52 **weeks** of skills training and practical work **experience** for individual needs while at the same time addressing local **labour** market requirement. The pivotal point in a Job Entry Project is the **co-ordinator** who designs training **plans**, recruits and assesses participants, places **them with training place hosts**, and **arranges off-site training courses**.

Who can apply

To be eligible as a PARTICIPANT, you must be a young person (less than 25 years old) who has not graduated from high school or college and who has been unemployed for at least three months or you must be a woman who is having difficulty recentering the work force. Businesses, organizations, public health and educational institutions, municipal governments and band councils can act as CO-ORDINATORS.

How to apply

Contact your local Canada Employment Centre for further details, applications and assistance.

Funds available

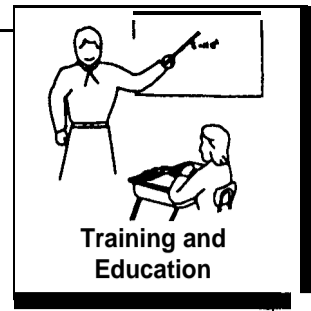
The Canada Employment Centre will provide participants with a realistic allowance schedule that can include supplementary allowances for dependant care, commuting expenses or the cost of living away from home. A CO-ORDINATOR can receive **funds for administration** costs, to develop the organizational capacity to act as a co-ordinator, to recruit, select and assess participants, to develop training plans and **identify training hosts** and to pay for training costs.

Contact

Canada Employment Centre

Inuvik.....979-2122

Yellowknife.....920-8400



2. CANADIAN JOBS STRATEGY

d) Job Entry

ii) Projects for the Severely Employment Disadvantaged

Purpose

This federal program assists persons who are having **difficulty** obtaining and keeping employment because of severe problems that create barriers to employment.

Description

This option provides specially-tailored training and guidance projects. Employers are responsible for designing employment preparation and guidance projects to provide specialized **pre-employment** training and experience to participants. Employment **Centre** counselors **identify** persons as having severe employment disadvantages and match them with a program to **best** suit their needs.

Who can apply -

EMPLOYERS may be **businesses**, organizations, individuals, groups, **municipalities** and "school boards. **TRAINEES** must **be** unemployed individuals, of school leaving age, who have difficulty obtaining and keeping continuous employment because of problematic work habits and attitudes, a serious lack of education, periods of institutionalization, illiteracy, a history of drug/alcohol abuse or a physical or mental handicap.

How to apply

To apply as an employer or as a trainee, you must meet with an Employment counselor. Employers **will** be required to submit plans for detailed training programs.

Funds available

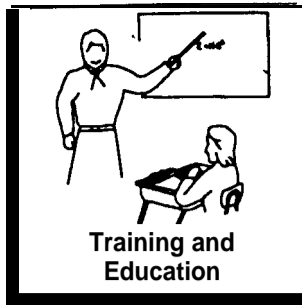
Employers can receive wage subsidies and direct **financial** contributions towards capital costs and training. To cover direct training costs, **employers** can receive up to \$8 per hour per participant. Up to \$50 per participant week may be provided for overhead costs such as materials, travel, **licenses**, etc. Employers can also receive a contribution toward mandatory employment related costs such as UIC, **CPP**, **Worker's Compensation**, vacation pay, taxes, etc. Employers who require special equipment or structural renovations to **the** workplace to hire disabled persons can receive up to \$10,000 per participant to defray these costs.

Contact

Canada Employment Centre

Inuvik979-2122

Yellowknife920-8400



2. **CANADIAN JOBS STRATEGY**

d) **Job Entry**

iii) *Summer Employment/Experience Development (SEED)*

Purpose

The aim of this federal program is to create summer jobs for students that will provide career experience related to **the** student's field of study.

Description

This program provides wage subsidies to **stimulate** employers from all sectors to create jobs for students that **would** not otherwise be available. These job opportunities of practical work experience and learning will benefit the student's **future** in the **labour** market. Funding is only available to employers who would not otherwise create the jobs. The job would normally operate between April and September only.

Who can apply --

Private **sector** businesses, municipalities, hospitals, non-profit organizations and educational institutions. The participant must be a **full-time** student who is legally entitled to work in Canada.

How to apply

Potential **employers** or students should contact the Canada Employment **Centre** nearest them for **further** information on this program, applications and assistance. The deadline for filing applications is usually in March of the year of the work experience.

Funk available

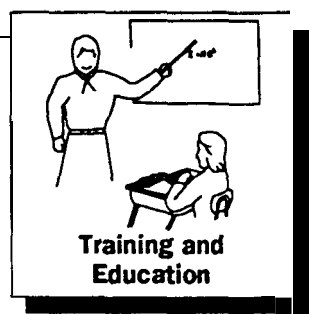
The maximum wage subsidy per participant will equal the territorial adult minimum wage rate. Funding will be provided to pay the employer's share of mandatory employment-related **costs** such as CPP, UIC, vacation pay, etc. Overhead **costs** of **Up to \$20 per work-week** of employment may also be provided.

Contact

Canada Employment Centre

Inuvik.....979-2122

Yellowknife.....920-8400



2. CANADIAN JOBS STRATEGY
e) Relocation and Travel Assistance

Purpose

The purpose of these federal programs is to provide relocation assistance to individuals who must move to obtain employment because of technological or market changes in their current community or to fill positions designated as being in short supply.

Description

Relocation and travel assistance is available under both 1) the **Skill Investment** and 2) the **Skill Shortages** programs.

Who can apply

Any individual or group of workers in danger of losing their jobs or who have lost their jobs because of technological or market changes or any individual who is willing to relocate to take employment in occupations that have been designated as being in short supply under the **Skill Shortages Program**.

How to apply

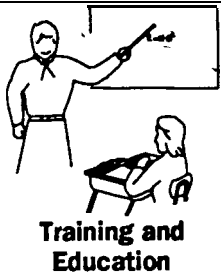
Contact your local **Canada Employment Centre** for further information and assistance to apply for relocation and travel assistance under 1) the **Skill Investment Program** or 2) the **Skill Shortages Program**.

Funds available

Under the **Skill Investment** program, you may receive up to \$5,000 per individual, based on the distance travelled, number of dependents, etc. Under the **Skill Shortages** program, you may receive up to \$5,000 per individual, based on the distance travelled, the number of dependents and the annual income of the new job. You may also receive travel assistance for **job interviews and temporary employment (6 months or less)** based on distance travelled. **Overnight accommodation allowance** is also available under the **Skill Shortages Program**.

Contact

Canada Employment Centre
Inutik979-2122
Yellowknife920-8400



2. **CANADIAN JOBS STRATEGY**
f) **Community Futures**

Purpose

The Business Development Centre (BDC) is a community-owned and operated, small business financing and advisory service for new or expanding **businesses** in the **Beaufort**, Mackenzie Delta and **Sahtu** regions.

Description

We offer repayable loans, loan guarantees and equity **investments** to eligible small businesses from a revolving investment **funds**. Generally, grants and forgivable loans are not available, but applicants who meet certain criteria may also be eligible for a grant of up to \$10,000 under the "Self-Employment Incentive." Our emphasis is on fast, efficient service, with all finding decisions made by a local Board of **Directors**. We also provide assistance in preparing business plans, marketing assistance, financial packaging and other advisory services at no charge to our clients.

Who can apply

Any individual or business with a proposal for a viable enterprise in the region which meets the following criteria:

- 1) will result in the creation of new employment opportunities.
- 2) will not result in increased competition to existing businesses in the community.
- 3) can contribute sufficient owner's equity and security (amount varies with each application).

How to apply

Call the Business Development Centre at 979-3501 (long distance, call collect) or drop into our office at 170 Mackenzie Road, Inuvik. Our Business Analyst will determine the viability of the proposal, and help the applicant to prepare a business plan and an application for financing from the BDC and/or other finding sources.

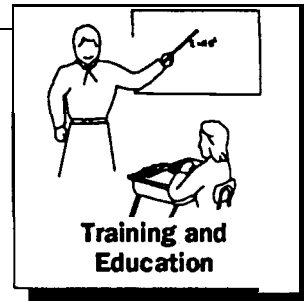
Funds available

1. Maximum of \$75,000 per business in loan or equity financing.
2. Up to \$10,000 per eligible business to support the first year of operations under the Self-Employment Incentive Program.

Contact

Kris Johnsen
Business Analyst
.....979-3501

or **Louise Bannerman**
Marketing and Product Development
.....979-3699
fax979-3470



3. JOB CREATION PROGRAM

Purpose

This federal program provides opportunities for unemployed workers to maintain and use their work skills during periods when they are laid off.

Description

The Canada Employment Centre provides financial assistance to businesses and organizations for projects which provide opportunities to unemployed workers to maintain their work skills. Projects must create at least three new jobs, last between six and 52 weeks, and not displace any existing employees or volunteers. Projects should have objectives which can be completed in a specific time frame.

Who can apply -

Businesses, municipalities, individuals and non-profit organizations are eligible as EMPLOYERS. To be eligible as an EMPLOYEE, you must be receiving Unemployment Insurance and you must be referred to the project by the Canada Employment Centre.

How to apply

To apply as an EMPLOYER, you must submit a project proposal to the Canada Employment Centre which shows that the tasks can be completed within a given time frame, that supervision will be provided, that employees will receive orientation and support, that the project will be competently managed, that the tasks will not duplicate existing labour services, and that jobs in addition to normal requirements and which match the skills of the locally unemployed will be created. Both EMPLOYERS and potential EMPLOYEES should contact the local Canada Employment Centre for further explanation of the program, applications and assistance.

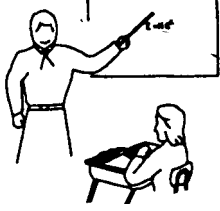
Funds available

Participants in the project will receive enhanced Unemployment Insurance benefits to a maximum of \$318 per week. Employers are encouraged to add to these wages. The employers may receive up to \$125 per week for other related costs such as materials and supplies. Private sector sponsors must contribute at least 2/3 of the total project cost.

Contact

Canada Employment Centre
 Inuvik979-2122
 Yellowknife920-8400

B. GNWT STUDENT GRANT ASSISTANCE



Training and
Education

Purpose

This program financially assists eligible **NWT** residents so they can attend a university or a technical institute.

Description

Basic and supplementary grants (the money does not have to be repaid or accounted for) are available to native applicants ordinarily resident in the **NWT**. **Inuvialuit** students are entitled to grants if they are Inuk by birth. Three-types of loans or grants are available: **PRIMARY** loans, **SECONDARY** loans, and **NEEDS-ASSESSED** loans. The Primary and Secondary loan programs do not apply to **Inuvialuit** but the **Needs-Assessed Loan** program does. The **NEEDS-ASSESSED LOAN** program replaces the Canada Student Loan program in the **NWT**. The government reviews students' income and savings and then determines the amount of the loan available.

Who can apply

To **qualify** for a **grant**, you must have attended school in the **NWT**, be of Native ancestry and ordinarily reside in the **NWT**. To **qualify** for a primary or secondary loan, the student must have lived in the **NWT** for a minimum of three years. To **qualify** for a needs-assessed loan, the student must have lived in the **NWT** for one year.

How to apply

To apply, you should contact your local Employment Development Officer or the Department of Education for an application form. They can explain the loan/grant program to you in greater detail and can help you with your application.

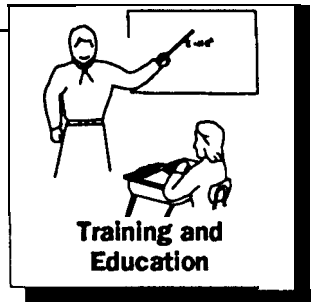
Funds available

Basic grants are available to Native applicants to pay for tuition to a maximum of \$2,000 per year, books and supplies to a maximum of \$250 per year, and travel for two return trips per year. Supplementary grants are available to provide a weekly allowance from \$120 per week for single students to \$184 per week for students with four dependents and \$11 per week for each additional dependent. In addition to this weekly allowance, the supplementary grant may include assistance toward daily living costs of food and lodging, local public transportation, recreation, child care, special equipment, tutoring and other costs approved by the Minister. Under the needs-assessed plan, the maximum loan offered is \$105 per week of study.

Contact

Your local Employment Development Officer
or Department of Education
Government of the NWT
Inuvik979-7132
Yellowknife873-7190

C. GNWT HEALTH BURSARY PROGRAM



Purpose

This territorial program **provides** financial assistance to persons interested in furthering or obtaining a career in health care in a field for which there is a need in the NWT.

Description

Studies that can be taken include nursing, physiotherapy, occupational therapy, X-ray technology, nutrition, health education and **many others**. The **program supports full-time** Or part-time study at a university, college or technical institute as well as correspondence courses, extension **courses**, diploma or certificate courses at other institutes. The **deadline** for applying is March 31st of each year. Students who receive a **bursary** are required to work in the NWT for a **period** of three months for every \$750 awarded on completion of the course. The minimum service **requirement** is three months.

Who can apply

Both **residents** and **non-residents** of the NWT can apply for NWT bursaries but NWT residents are given priority.

How to apply

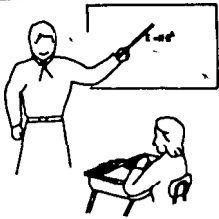
To apply, you must complete an application form which can be obtained from the Department of Health, Government of the NWT. Applications are judged on how long a person has lived in **the NWT**, **the need** for trained people in the **profession** for which the applicant hopes to train, **work** history and references, the length of the course or courses, and the need for financial assistance.

Funds available

For **full-time** study, the **bursary includes** tuition fees OR a monthly living allowance of \$225 for persons with no dependents and \$250 for persons with one or more dependents OR the cost of a return trip (equivalent to airfare) to the place of study. For part-time study, extension or correspondence courses, the **bursary** covers tuition fees. In some cases, assistance may be given toward travel costs associated with correspondence or extension courses.

Contact

Department of Health
Government of the NWT
Yellowknife873-7748



Training and Education

D. GNWT VOCATIONAL REHABILITATION OF DISABLED PERSONS

Purpose

This program helps disabled people become capable of pursuing a substantially gainful occupation.

Description

Services provided under this program include assessment and counseling, restoration, vocational training and employment placement. The community social worker will consult with the Department of Education – Adult Education and the Canada Employment Centre and develop a suitable program for the disabled person. They will explore local training possibilities both on- and off-the-job. The worker will monitor the **trainee** until the training program has been completed. Referrals may be made by any individual or organization that feels it knows a person who meets the eligibility requirements. All attempts should be made to find suitable training and/or employment locally, using community resources and Employment Centre programs, before referring for funding under this program.

Who can apply

To be eligible, you must be physically, mentally or socially disabled and unable to get or keep a job. You must be unable to get training or **funding** for training elsewhere. To be eligible for funds as an organization wanting to assist such a person, you must provide suitable programs for the disabled.

How to apply

To apply, you must complete an application form which you can get from the Department of Social Services, Government of the NWT “whose officials will also be able to explain this program to you in greater detail. A brief history, assessment and rehabilitation plan will have to be provided with the application. Social Services can help you with the application.

Funds available

Funding is available for training allowances, transportation costs, tuition, books, **non-insured** health service requirements and **other** items necessary for the completion of the program. Organizations can receive funding to cover some of their staff and administrative costs.

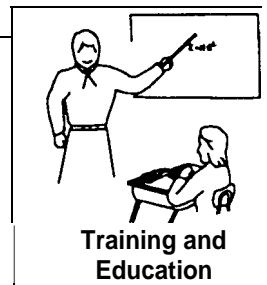
contact

Department of Social Services
Government of the NWT

Inuvik.....979-7222 or 979-7240

Yellowknife.....873-7707

E. GNWT TRAINING ON THE JOB



Purpose

This territorial program helps NWT residents upgrade their skills on the job.

Description

In this program the Government of the NWT and a private employer contract with a trainee to provide employment and skills development in order to prepare the trainee for permanent employment or for further training leading to permanent employment. The trainee then works with a skilled person in a structured program and for an agreed-upon period of time (usually in non-apprenticable trades) until the trainee can take the job. Life skills training and counseling are also usually taken at this time.

Who can apply .

The EMPLOYER must be a northern employer registered or eligible for registration with the GNWT Business Incentives Registry. The EMPLOYEE must be of working age and must have lived in the NWT for at least ten years.

How to apply

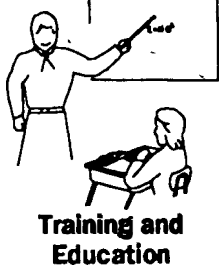
Applications for this program are available at the Department of Education, Government of the NWT. Your local Employment Officer can explain this program to you in greater detail and can help you with your application.

Funds available

The government will pay 50% of the trainee's gross salary (maximum \$200 per week) for a period of 20 to 52 weeks.

Contact

Your local Employment Officer
or Department of Education
Government of the NWT
Inuvik979-7132 or 979-7165
Yellowknife873-7552



Purpose

The Department of Education, Government of the NWT, provides funding to assist northern businesses employ and train apprentices to become **certified** journeypeople in designated trades in **the** NWT.

Description

Apprenticeship training is a combination of learning by doing (training on **the** job) and formal technical training (usually at a trades school or college). The apprentice **must** complete a certain number of hours on the job and attend a certain number of months of **training** in school to attain a **journeylevel**. The government may share the cost of apprentices' salary while they are employed in **the** training on **the** job. The Canada Employment Centre will provide financial **assistance** to apprentices when they study at educational **institutions**.

Who *can apply*'

The EMPLOYER must be a registered **northern** business or be eligible for registration with the NWT Business Incentives Registry. The EMPLOYEE (TRAINEE) must have lived in the NWT for at least one year, possess an NWT health card, declare the NWT as place of residence for income tax purposes, and comply **with** the employment requirements under the NWT Apprentices and Tradesmen's Certification Act. Any individual employed in a designated trade at less than the **journeylevel** is eligible to be taken on as an apprentice.

How to apply

Contact your local Employment Officer or Employment Development Officer for further information on this program.

Funds available

Wages are cost-shared with employers for the following:

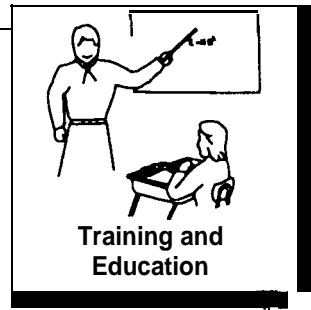
- 1st year - 50% of salary to a weekly maximum of \$200
- 2nd year - 40% of salary to a weekly maximum of \$150
- 3rd year - 30% of salary to a weekly maximum of \$150

Canada Employment Centre pays a living allowance while the apprentice is in school, provides transportation to and from the trade school, and pays tuition costs. Counseling, trade instruction courses, course outlines **and** certification is provided by **the** Department of Education.

Contact

- Your local Employment Officer
- or Department of Education
 - Inuvik9-7132 or 979-7165
 - Yellowknife873-7552
- or Canada Employment Centre
 - Inuvik979-2122
 - Yellowknife920-8400

G. GNWT IN-SERVICE TRAINING



Purpose

This program provides meaningful training opportunities to develop the skills of northern residents so they can get officer-level positions in the Government of the NWT.

Description

Trainee-s are hired by the Government of the NWT and then trained through a combination of correspondence courses, institutional **course work, on-the-job training, and staff training** courses. Academic upgrading may be provided to prepare trainees for post-secondary course work. Upon completion of the training period, the **successful** trainees are **qualified** to fill the officer positions for which they have been trained.

Who *can apply* .

All **departments** and agencies of the Government of the Northwest Territories, including - hospitals and Divisional Boards of Education are eligible **EMPLOYERS**. Eligible **EMPLOYEES** are **long-term residents** of the NWT with preference given to native people and to persons born and raised in the NWT.

How to apply

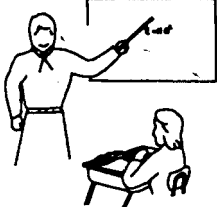
Contact your area or regional Superintendent of Education, **GNWT**, or the Employment and Apprenticeship Programs, Department of Education, for further information on this program.

Funds available

While employed in the in-service training position, you receive a salary ranging from 70% to 80% for the targeted officer position for a period of four years.

Contact

Your area or regional Superintendent of Education
or Employment and Apprenticeship Programs
Department of Education
Government of the NWT
Yellowknife873-7552



Training and Education

H. GNWT STUDENT TRAVEL AND EXCHANGE PROGRAMS

Purpose

This territorial program helps NWT students understand the **diversity** of the NWT and Canada by assisting student travel and exchanges.

Description

This program provides grants to students to allow them to travel to other places to learn about the way other people in the NWT and Canada live and learn. In addition, selected representatives of NWT high schools may be assisted to attend events such as Interchange on Canadian Studies, Student Debates, Forum for Young Canadians, United Nations Seminar and Fine Arts Festivals. The grants are awarded on the basis of merit and are normally given to pay only part of the cost of travel. Any additional money required must be raised by the student, school or community.

Who can apply

All NWT students are eligible but generally the student must have good grades and well-rounded **extracurricular** interests. The applications must be supported by the student's principal and by the **Regional** Superintendent of Education.

How to apply

Your application **should** include an **outline** of the program including the activities planned for the host community; a letter of invitation from the host school or **community**; a budget including the local **fundraising** income; the social, educational or cultural goals of the **project**; and the relationship of the project to the **school** program. You can get an application from your local Employment Development Officer or the Department of Education who can also explain this program to you in greater detail and help you complete the application.

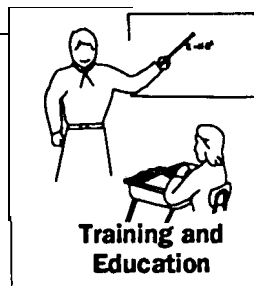
Funds available

Usually grants are given only to pay part of the travel costs.

Contact

Your local Employment Development Officer
or Government of the NWT
Department of Education
Inuvik979-7132
Yellowknife873-7458

1. ON-THE-JOB TRAINING - (Department of Indian Affairs and Northern Development)



Purpose

The primary objective of this program is to ensure that interested northern natives can prepare for full-time employment by providing funding in a variety of training positions. This program can be used **only** when the training or **funding** for training is not available through any other source.

Description

This program deals primarily with on-the-job training for people in a variety of training positions. The training program must help the trainee get marketable skills that will enhance chances of full-time employment. There must be no formal program to prepare the trainee for present **employment**. Positions **within** Indian Bands, private business or the Territorial Government will be handled through Contribution Agreements. Both the employer and the trainee must submit a **MONTHLY EVALUATION** of the training **program**. These training programs usually last no more than one year.

Who can apply

The trainee must be a **NORTHERN NATIVE** resident. All **levels of government**, private business and Indian Bands are eligible as trainers.

How to apply

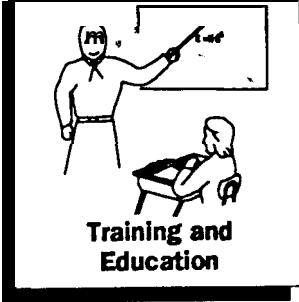
The **EMPLOYER** submits a request to the Native Employment Section for a trainee. **Once** approved as a training agency, the employer **develops** a **job description** and a **detailed training program**. **TRAINEES** have to advise the Department of Indian Affairs and Northern Development that they want training. Their requests are then kept on file until they can be matched with suitable positions with employers. Sometimes, trainers or training offices will advertise for their own trainees.

Funds available

The Government will pay a \$50 daily allowance (maximum \$250 per week) for the duration of the training period.

Contact

Susan Purcka
Native Employment Co-ordinator, DIAND
PO Box 1500
Yellowknife, NWT XIA 2R3
Please call collect920-8262.



Purpose

The Northern Careers Program provides opportunities for motivated native people who want to become part of the Government of Canada. The goal is to place more native people in the Public Service of Canada in the Northwest and Yukon Territorial. In some cases, the program is also used for key positions in the community and native organizations.

Description

Training is provided for a variety of positions - **from** Airport Firefighters to Park Wardens to Managers. The hiring process includes interviews and/or **tests**. Once hired, participants are placed in training positions within host departments. Training is then provided through training courses, on-the-job training or university or college education for a period of up to one year. **After** this period, participants compete for federal government positions with the help of Northern Careers staff. Further information is available from the **Yellowknife** or **Iqaluit** offices listed below.

Who can apply

If you are a Canadian Status or Non-status Indian, **Inuit** or **Metis** born in the Yukon or Northwest Territories and/or have lived in either territory, you may **qualify** for the Northern Careers Program. The education required varies according to the position for which you are being trained.

How to apply

Contact the Regional Manager of the **Program** in either **Yellowknife** or **Iqaluit** or fill out an application form and forward it to your nearest Northern Careers office. Application forms may also be available at Canada Employment **Centres**, Native organization office, or at the local Outreach office.

Funds available

Salaries depend on whether you are a public servant and on your education and experience at the time of hiring.

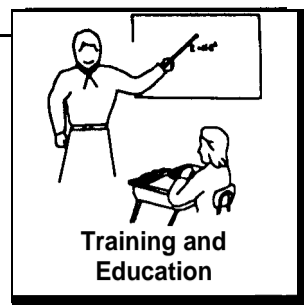
Contact

Northern Careers Program Offices
Public Service Commission
P.O. Box 2730
Yellowknife, NWT X1A 2R1

.....873-3545
fax873-3601

or Northern Careers Program
Public Service Commission
P.O. Box 1119
Iqaluit, NWT XOE OHO

.....(819) 979-6268
fax.....(819) 979-6032



Purp

The Royal Canadian Mounted Police recognize that “native people are best suited to police native people” because of their personal knowledge of a **particular** native community, its **residents**, culture and language. The **RCMP** have members of **native** ancestry but want to hire more.

Description

Native Special Constables work in conjunction with Band Councils to provide professional police services to native people in their own **communities**. While in training, they are taught basic skills such as first aid, driving, typing and swimming. They also receive instruction on small arms, care and **handling** of **prisoners**, accident **investigation techniques** and the various statutes that **have** to be enforced such as Vehicles, Game, **Child Welfare and Liquor** Acts, as well as the Criminal Code. Emphasis is also placed on police community relations. **After** training, officers are transferred to active police work **within native** communities where experienced officers from nearby detachments help them gain practical knowledge and experience.

Who can apply

To be **eligible** to be a Native Special Constable, you must be a Canadian citizen; meet medical, dental and physical **fitness** requirements; be of good **character**; be between the ages of 19 and 50; and be proficient in either official language. Records of conviction for minor offenses do not necessarily mean you will not be accepted. It is essential that you be acceptable to the community that you will serve. You may still be engaged as a Special Constable if you do not have your Grade 12. The **RCMP** will assist you in upgrading your education.

How to apply

Call or visit your local **RCMP** office or detachment or contact the Ottawa **Recruiting** Branch. You will be required to supply proof of name and age and give the name of **two** adult sponsors who are not relatives, who are Canadian citizens, and who have known you long enough to provide an assessment of your character. There will be tests to establish your ability to absorb training and instruction and a complete medical examination will be required. Your fingerprints will be taken.

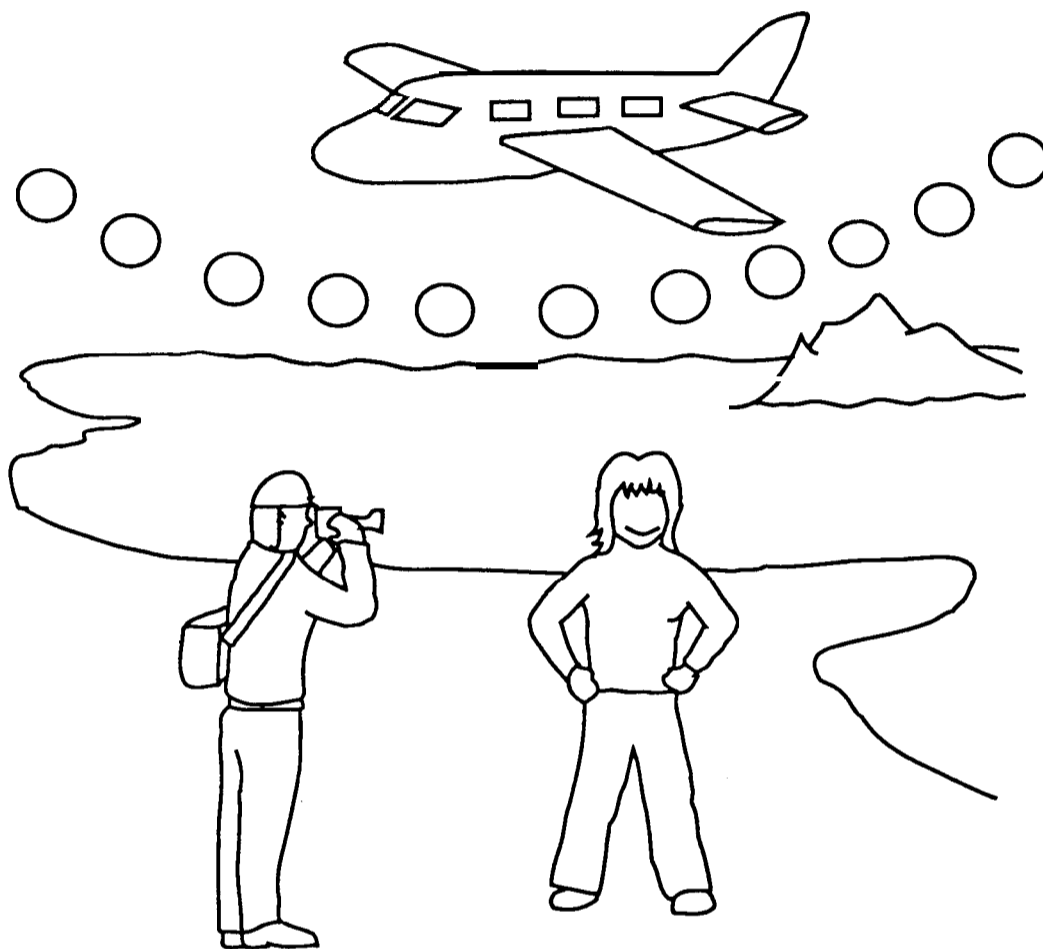
Funds available

Salaries are determined by the **duties** to be performed and are reviewed yearly. Benefits include medical, dental, pension and group **insurance** plans

Contact

- Your **local RCMP station**
- or **RCMP**
 - Inuvik**.....979-2935
 - Yellowknife**.....920-8381
- or **RCMP, Recruiting Branch,**
 - 1200 **Vanier** Parkway
 - Ottawa, Ontario **K1A 0R2**

Tourism



A. ECONOMIC DEVELOPMENT AGREEMENT - TOURISM DEVELOPMENT SUBSIDIARY AGREEMENT



Tourism

1. MARKET DEVELOPMENT

a) Marketing Incentives – Private Sector Marketing Incentives

Purpose

The Market Development Program is designed to increase the number of visitors to and revenue from tourism in the NWT by marketing the NWT as an attractive and unique place to visit. The creation of high profile regional images and regional promotions will be used to develop key markets.

Description

This program provides financial assistance to private businesses to help them market NWT tourism products and services in places where there is a large likelihood that people will be enthusiastic and interested in visiting the NWT. Eligible project costs include travel shows not attended by the Tourism Industry Association, familiarization tours, advertising, direct marketing and marketing aids. Contributions may be provided for package tours, promotion, marketing, and business meetings and conferences held in the NWT, and marketing in support of new or expanding tourism facilities and products lines, to name a few.

Who can apply

Private sector tourism operations, tour operators, wholesalers, and retailers in the NWT. Individuals must be residents of the NWT and businesses must be NORTHERN. Tour operators, wholesalers and retailers that are not NWT businesses are only eligible if they are selling NWT package tours.

How to apply

The project proposal must detail all proposed marketing activities, plans and costs eligible for funding. You will have to show that the business is well managed and can pay its bills. You will be required to demonstrate that the project is a good idea. Your local Economic Development Officer or Tourism Officer can explain this program to you in greater detail and can help you with your application.

Funds available

Up to 45% of eligible project costs (as defined above) to a maximum of \$35,000 per year per participant is available under this program. A "Banking Day" is established each year on which all applications must be submitted. Due to limitations in funding, all applications must be submitted and then reviewed at one time.

contact

Your local Economic Development Officer

or Government of the NWT

Department of Economic Development & Tourism

Inuvik.....979-7237

Yellowknife.....873-7902

or EDA Secretariat

Yellowknife.....920-8743



Tourism

1. MARKET DEVELOPMENT
b) Market Information Support

Purpose

The Market Development Program is **designed** to increase the number of visitors and revenue from tourism by **marketing** the **NWT** as an attractive and unique place to visit. The creation of high profile regional images and regional promotions will be used to develop key markets.

Description

This program is aimed at ensuring that information is collected and made publicly available for both government and private **businesses** to use when developing and analyzing tourism **marketing** programs. Funds will only be available on a one-time basis for surveys on visitation, accommodation occupancy, visitor expenditures, market conversion, community attitudes to tourism awareness, and other tourism-related data needs that have been identified. Eligible costs include program development and support material costs; production and distribution costs; and costs of data collection, analysis and interpretation.

Who can apply

The Tourism Industry Association, the zone associations, and public groups.

How to apply

You must submit a project proposal that **includes** a detailed program development strategy, implementation plan, budget and start and completion dates. You must demonstrate that the project will be well-managed and able to pay its bills. The applicant will be responsible for collecting and maintaining **all** data in future.

Funds available

You can receive up to 100% of program development and program implementation costs.

Contact

Your local Economic Development Officer

- or Government of the NWT
Department of Economic Development & Tourism
Inuvik979-7237
Yellowknife873-7902
- or EDA Secretariat
Yellowknife920-8743



Tourism

2. PRODUCT AND FACILITY DEVELOPMENT

a) Project Feasibility and Marketing Studies

Purpose

The goal of the Product and Facility Development Program is to bring tourism products and services in line **with** worldwide standards. There are three elements to the program. The goal of the first is to make available good quality accommodation and food services at tourism destinations within communities. The goal of the second is to offer a range of tourism **opportunities** and supporting infrastructure. The goal of the **third** is to develop major attractions, special events with international appeal, or other products to bring tourists to the NWT.

Description

This component of the program provides financial incentives to encourage businesses to undertake feasibility **studies** (studies done to determine if a project is workable or practical) for new tourism **business** development opportunities which will **diversify** NWT economic activity. - Studies may relate to **opportunity** identification, establishment of new businesses, and expansion, modernization or upgrading of existing tourism-related **businesses**.

Who can apply

Individuals who are residents of **the** NWT or **NORTHERN** tourism-related businesses.

How to apply

You must submit terms of reference outlining the study you wish to do, your objective, and how much money you will need. There must be apparent benefits attached to the project you wish to study. Your community should support your project. If there will be increased employment or income as a **result** of the **project**, you must indicate this in your terms of reference. You must have the **resources** available to put the project into action if the study indicates that this is a **worthwhile** project. Your local **Economic** Development Officer can explain this program to you in greater detail and can help you with your application.

Funk available

Up to 75% of the approved costs of the **consulting** services required for feasibility studies can be recovered under this program. You must contribute equity of at least 25% of **the** total study costs.

Contact

Your local Economic Development Officer

or Government of the NWT
Department of Economic Development & Tourism
Inuvik979-7237
Yellowknife873-7902

or EDA Secretariat
Yellowknife920-8743



2. PRODUCT AND FACILITY DEVELOPMENT
b) Project Feasibility, Conceptual Design and Master Planning Studies for Theme Development

Description

The aim of **this** program is to assist the Tourism Industry Association, **zone** associations, regional councils, **communities** and groups of **communities** develop individual but co-ordinated themes for the communities to enhance their unique tourism **features**. Emphasis is on developing a packaged product in relation to the **themes** and products of other communities. Studies will look at opportunity **identification, establishment** of new businesses, expansion, upgrading and modernization of existing **businesses**, and detailed feasibility and **design** for public **infrastructure** projects.

Who can apply

- **Tourism** Industry Association, zone associations, regional councils and community associations.

How to apply

Terms of reference must be submitted outlining the study you want to do, your objective and the money you will need. You must show that there is potential for development of the proposed project. The zone or community should support your project. If there **will** be increased employment, increased income or import replacement, you **should** indicate this in your proposal. Your local Economic Development Officer can explain this program to you in greater detail and can help you with your proposal.

Funds available

You can receive up to 90% of the approved cost of studies for project feasibility, conceptual design and master planning studies for theme development. You must contribute equity of at least 10% of the approved study cost.

Contact

Your **local** Economic Development Officer
or Government of the NWT
Department of **Economic** Development & Tourism
Inutik979.7237
Yellowknife873-7902
or EDA Secretariat
Yellowknife920-8743



Tourism

2. PRODUCT AND FACILITY DEVELOPMENT

c) Tourism Business and Public Infrastructure Development

i) Tourism Business Development

Description%

This program stimulates the development of tourism-related business enterprises in the NWT by providing contributions to assist these businesses start up, modernize, upgrade or expand tourism facilities. Eligible project costs include buildings, machinery and equipment, site servicing and improvements.

Who can apply

Individuals who are residents of the NWT, NORTHERN businesses, and community based organizations are eligible.

How to. apply

You must submit a three-year business plan when applying for a contribution to start a new business or to modernize, upgrade or expand a present business. You will have to show sound management, economic viability and the ability to pay the bills of the business. You must also show that the contribution to your business will not have a negative impact on other similar businesses. The zone or community should support your project. You will be required to obtain all appropriate licenses and have the abilities to manage the business. Your local Economic Development Officer can explain this program to you in greater detail and can help you with your proposal.

Funds available

You can receive up to 40% of eligible project costs to start a NEW BUSINESS. To modernize, upgrade or expand an existing business, you may receive up to 30% of eligible project costs.

Contact

- Your local Economic Development Officer
- or Government of the NWT
- Department of Economic Development & Tourism
- Inuvik.....979-7237
- Yellowknife.....873-7902
- or EDA Secretariat
- Yellowknife.....920-8743



Tourism

cent'd... **A.** EDA TOURISM

2. **PRODUCT AND FACILITY DEVELOPMENT**
c) **Tourism Business and Public Infrastructure Development**
ii) *Tourism Related **Public** Infrastructure*

Description

This program helps communities and other **NWT** tourism destinations to start businesses, modernize, or upgrade the public **infrastructure** that tourists require. Some of the **facilities** or services that **could** be developed are community visitor and information **centres**, highway **signs** and other signs pointing out interesting sights, and picnic **sites**. Eligible project costs include building tourism related public **infrastructure, equipment**, site servicing and improvements.

Who can apply

Tourism Industry Association, **zone** associations, **regional** councils **and community** associations.

How to apply -

You will be required to **present** a project proposal including a detailed implementation plan, **budget**, and starting and completion dates. The project **should** have the support of the community or zone. The project must be well-managed and able to pay its bills.

Funds available

You may receive up to 80% of eligible project costs to establish, modernize, upgrade and expand tourism-related public infrastructure.

Contact

Your local Economic Development Officer

or Government of the **NWT**

Department of **Economic Development & Tourism**

Inuvik979-7237

Yellowknife873-7902

or EDA Secretariat

Yellowknife920-8743



Tourism

3. TOURISM INDUSTRY SUPPORT

a) Hospitality Awareness

Purpose

The aim of this program is to make people in the **NWT** aware of how important the tourism industry is to **the NWT** economy and to their community, and to develop standards and ratings for tourism products and **services**.

Description

The Hospitality **Awareness** program is aimed at increasing awareness of the economic and social benefits of tourism in the **NWT**. Assistance is available to **the** Tourism Industry Association (to co-ordinate the program), zone **affiliates**, regional councils, and community associations. Eligible costs cover **consultants' fees** and expenses, including reasonable travel and accommodation and the production and distribution of program support material. The project proposal **should** deal with problems, opportunities and needs of any specific community.

Who can apply

The Tourism Industry Association, zone affiliates, regional councils and community associations can apply.

How to apply

The Tourism Industry Association and the sponsoring association(s) are to prepare an annual application for funding. The project proposal must include a detailed program development strategy, implementation plan, budget and start and finish dates. Your local Economic Development Officer can **explain** this program to you in greater detail.

Funds available

Up to 100% of eligible project costs can be received for program development. This includes the fees of accredited consultants to develop the program and support materials. Direct contributions **will** be provided to sponsoring associations for delivering **hospitality** awareness programs in the **NWT communities**.

Contact

Your local **Economic** Development Officer
or Government of **the NWT**
Department of Economic Development & Tourism
Inuvik.....979-7237
Yellowknife.....873-7902
or EDA Secretariat
Yellowknife.....920-8743



Tourism

B. GNWT TOURISM FACILITIES DEVELOPMENT CONTRIBUTION

Purpose

This program attempts to stimulate business development and to create new employment opportunities in the NWT tourism sector.

Description

Contributions may be granted to new or existing businesses for the purchase, installation, renovation, improvement or expansion of premises or equipment. Preference is based on demonstrated need and the number of **facilities** in the community to name a few.

Who can apply

Only active NORTHERN businesses duly registered to carry on business in the NWT are eligible. In addition, the businesses must be tourism **establishments** or restaurants.

How to apply

To apply, you will be required to submit a comprehensive business proposal or plan along with audited financial statements. Your local **Economic Development Officer** can explain this program to you in greater detail and can help you with your proposal.

Funds available

Contributions are normally limited to \$25,000 per recipient.

Contact

Your local Economic Development Officer
or Government of the NWT
Department of **Economic Development & Tourism**
Inutik.....979-7237
Yellowknife.....873-7902

C. **GNWT TRAVEL ARCTIC TOURISM MARKETING AND COUNSELLING**



Tourism

Purpose

The aim of this program is to improve the **image** and increase the awareness of the **NWT** as a tourist destination through **activities** that promote and market **the** NWT.

Description

TravelArctic produce-s print and television advertisements, attends trade shows, conducts public relations campaigns and **familiarization** tours for **the** travel trade, provides financial support to writers and photographers visiting the **NWT**, **produces films and maintains a** photographic library, conducts market **research** and evaluation of marketing projects and provides financial support and cooperation to travel associations and **businesses**. TravelArctic - also provides travel counseling to the general public through the production of brochures, maps, posters -and promotional items and by providing travel information in response to inquiries received by mail, telephone and in person at the **Yellowknife** public office. Upon request, sales leads are available to **NWT** tourism businesses to follow up on. TravelArctic also provide-s technical advice to small **businesses** on marketing strategies, techniques, trends, etc.

Who can apply

TravelArctic Services may be used by any **NWT** business.

How to apply

Contact TravelArctic at the number below. You should make a point of contacting **them** and telling **them** about your business or the area your business is in, so **that** they can forward the information onto tourists. Those that require advice on marketing **matters** should request assistance **through** the regional offices of Economic Development and Tourism.

Funds available

These services are provided free to established **NWT** businesses.

Contact

Your local Economic Development Officer
or Government of the **NWT**
Department of Economic Development & Tourism
Inuvik979.7237
Yellowknife873-7902



Tourism

D. **GNWT** TOURISM PLANNING AND PROGRAM DEVELOPMENT SERVICES

Purpose

This program directs, coordinates, and **evaluates** tourism initiatives in order to positively affect the growth of the tourism industry.

Description

Tourism planning and program development services **are** provided under this program. Specific functions and services include: regional, area and community **planning**; industry and staff training, development **of** standards and criteria for the industry; enforcement of tourism **regulations**; **identification** of policy needs; assistance in the preparation of legislation; and liaison with government and industry.

Who can apply -

The Tourism Association and its six travel **zones**, regional and tribal councils, communities and private sector interest groups may request consultation and assistance under **this** program.

How to apply

Your local Economic Development Officer can explain this program to you in greater detail.

Funds available

This program does not provide **funds**. **Consultation** and assistance are available through this program.

Contact

Your local Economic Development Officer
or Government of the NWT
Department of Economic Development & Tourism
Inuvik979-7237
Yellowknife873-7902



Purpose

This program provides contribution to tourism operators for developing package tour products, services and facilities for the public.

Description%

Contributions may be granted to new or existing businesses engaged in the operation of package tours for upgrading or expanding services or improving facilities included in the tour package. Preference is based on demonstrated need to expand or improve package tour services and facilities.

Who can apply

Only active NORTHERN businesses which are duly registered to carry on business in the NWT are eligible for contributions under this program.

How to apply

Your local Economic Development Officer can explain this program to you in greater detail and can help you with your application. You will be required to show how and where you must expand or improve your tour services or facilities. You must be able to show management capability.

Funds available

Normally, contributions are limited to \$25,000 per recipient.

Contact

Your local Economic Development Officer

- or Government of the NWT
- Department of Economic Development & Tourism
- Inuvik.....979-7237
- Yellowknife.....873-7902