

Self-Employment Program Orientation and Business Plan Seminar Registration



Community Futures Central Kootenay is a non-profit community based entrepreneurial development organization. We are committed to helping people in the Central Kootenay region who are either operating or planning to start their own business.

Our Mission is *"To facilitate and/or promote activities which will enhance the economic environment of our communities through entrepreneurial development and the creation of small business initiatives."*

Community Futures unites the efforts of major players in the region to work toward the common goal of sustainable community economic development.

The Self-Employment Program

The Self-Employment Program helps people who are unemployed and who wish to start their own business. The program offers income benefits for up to 52 weeks, as well as business management training and counselling for the new entrepreneurs.

Self-Employment Program Criteria

Successful applicants must:

- Have a current EI claim, or have had an EI claim in the past three years, or a parental claim in the past five years
- Be unemployed
- Reside within the Central Kootenay Region and be legally entitled to work in Canada
- Want to start a new business - one that they have not had ownership in before
- Have a controlling interest in the business
- Provide a business concept capable of generating revenue within the first three months of contract and would be suitable for public funding
- Demonstrate the potential for long-term employment creation
- Demonstrate that the business idea will provide the applicant with full-time (35 hrs/week) employment
- Meet with an EAS Service Provider to determine suitability for self-employment (see contact information on the back)

The Application Process

1. Complete this registration form and return it to the Community Futures' office.
2. Attend the Orientation and Business Plan Seminars.
3. EITHER
Apply to participate in the Start Smart Program. This is a structured business plan development program where participants receive business plan coaching, access to business management workshops and financial support during the 10-week period.
OR
Complete a business plan in your own time frame and submit the business plan for review.

Whichever method in 3. above is chosen for completing the business plan, the business plan is the formal application for Self-Employment funding approval.

Costs

There are no costs for eligible applicants who wish to attend the Program Orientation and Business Plan Seminar. Review and presentation of the business plan is also free of charge.

Other Programs & Services

In addition to the Self-Employment Program, Community Futures also offers the following services

- Commercial Loans Program
- Business Counselling
- Business Management Workshops/Seminars
- Business Resource Library
- Internet connection for business plan research

* Business plan outlines and other resources are available at the Community Futures office or online @ www.futures.bc.ca.

Are you receiving employment insurance?

Are you interested in self-employment?

Are you applying for the Self-Employment Program?

If you answered yes to these questions, then this message is important . . .

While researching your business idea, preparing your business plan or waiting for funding approval, you must be aware of the following regulations to ensure that your Employment Insurance benefits are not jeopardized.

- You must prove your availability for employment. This means that you must be willing to accept and continue to seek suitable employment.
- The best way to prove your availability is evidenced by an ongoing and thorough job search.
- The Service Canada Centre may ask you to produce this job search if your availability is in question.
- Activities that prepare you for self-employment should be confined to those hours in which you normally do not work.
- If it is determined that activities related to your preparation for self-employment is interfering with your willingness to accept and seek regular employment your benefits may be suspended.
- You are, however, allowed to attend the Orientation and Business Plan Seminars as these are considered to be information sessions sponsored by Service Canada.
- If you have further questions about collecting benefits while preparing for self-employment, please contact Service Canada at 1 (800) 206-7218 or visit your local office.

Employment Assistance Service Providers in the Central Kootenay Region are:

Nelson area:

Kootenay Career Development Society
203 - 514 Vernon Street, Nelson, BC V1L 4E7
Phone: (250) 352-6200

Castlegar:

Ashland Employment Services
1414 Columbia Avenue, Castlegar, BC V1N 3K3
Phone: (250) 365-0966

Creston area:

Kootenay Employment Services
119 - 11th Avenue North, Creston, BC V0B 1G0
Phone: (250) 428-5655

Upper Slocan/Arrow Lakes area:

Outreach Employment Services
205 - 6th Ave NW, Nakusp, BC V0G 1R0 Phone: (250) 265-3318
317 - 6th Ave, New Denver, BC V0G 1S0 Phone: (250) 358-2433



201 - 514 Vernon Street
Nelson, BC V1L 4E7
Phone: (250) 352-1933
Fax: (250) 352-5926
E-mail: info@futures.bc.ca
Website: www.futures.bc.ca

Self-Employment Program

Orientation and Business Plan Seminar Registration

Date Stamp

Contact Information

Name:			
Mailing Address:		Phone #:	
		Cell #:	
E-mail Address:			

Personal Information (Required to Determine Program Eligibility)

Are you applying for or receiving EI Benefits?	Yes		No			
Have you had an EI claim in the past 3 years?	Yes		No		Not Sure	
Have you had Parental/Maternity EI claim in the past 5 years?	Yes		No		Not Sure	
If currently receiving EI, is your claim:	Regular		Sick		Parental/Maternity	
Have you worked at all during this claim?	Yes		No		Avg. hours/week	
Are you currently working?	Yes		No		Avg. hours/week	
If on a sick, parental/maternity claim, do you have a job to return to?			Yes		No	
If you're not receiving EI, are you currently working?			Yes		No	
Have you been working at all since your EI claim ended?			Yes		No	
If you have been working or you are currently working, please indicate average hours/week worked.						
Are you a :	Canadian Citizen		Landed Immigrant		Other	
In the past 6 months, have you met with an Employment Advisory Service?						
			Yes		No	
If yes, which agency:	Ashland Training Centre (Castlegar)		Kootenay Employment Services (Creston and area)			
	Outreach Employment Services (Upper Slocan/Arrow Lakes)		Kootenay Career Development Society (Nelson and area)			

Proposed Business Information

Type of Business:	Service		Forestry		Manufacturing		Wholesale	
	Tourism/Hospitality		Retail		Education		Other	

Authorization to Disclose and Exchange Information

CLIENT CONSENT FORM

I,

Client ID #

(First

Middle

Last)

authorize Service Canada, EAS providers and Community Futures Central Kootenay to disclose/exchange my personal information with regard to the following:

1. Confirmation of my eligibility for employment benefit programs offered by Service Canada
2. My training, employment history, needs and EI Income support
3. My progress and action plan
4. Follow-up results to my return to work action plan
5. Attendance at scheduled interviews and interventions for the aforementioned agencies

The information disclosed/exchanged will be treated as confidential and will be used solely by:

1. Community Futures Central Kootenay to administer labour market programs and services
2. Service Canada to evaluate employment and savings to the EI fund
3. Employment Assistance Service (EAS) providers for administration of client case files

*Signing this authorization is optional, however refusal may affect your eligibility for programs and support services.

Signature of Applicant:

Date:



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