



CONTRIBUTION TO A RECOGNITION EVENT AND/OR A NETWORKING ACTIVITY

The New Brunswick Association of Community Business Development Corporations (NBACBDCs) is responsible of administering the Women in Business Initiative (WBI) - New Brunswick, and wants with the hereby contribution application form (to a maximum of \$500 per each event or activity) encourage recognition events and networking activities towards women entrepreneurs.

Eligibility

Those not-for-profit organizations whose existence is dedicated to stimulate the economic expansion of New Brunswick. The organization must (1) hold a **Recognition Event** with an evaluation and nomination process awarding a woman entrepreneur operating in the territory of New Brunswick and contributing to the development of her region, and/or (2) hold a **Networking Activity** with women entrepreneurs in New Brunswick.

Time limit

For the year 2017-2018, the application must be duly completed and sent as of Friday March 17, 2017, by email to your WBI Development Officer of your region (email addresses are given on WBI website at www.wbnb-fanb.ca).

IDENTIFICATION OF APPLICANT			
Name of applicant (legal name of organization, registered name if incorporated):			
Permanent address of applicant		Mailing address (if different from permanent address)	
Street address and apartment or suite number:		Street address and apartment or suite number:	
City:	Postal code:	City:	Postal code:
Telephone:	Fax:	Telephone:	Fax:
Email:			
Website:			
Select which one of the two eligible items below you are applying for			
<input type="checkbox"/> Recognition Event	<input type="checkbox"/> Networking Activity	<input type="checkbox"/> Both	



1. PROFILE OF YOUR ORGANIZATION

Provide a brief profile of your organization, the mandate and the mission statement, and the current administrative structure.

2. YOUR EVENT AND/OR ACTIVITY

Describe briefly your Recognition Event and/or Networking Activity by indicating (if possible) the place and date, the number of attendees anticipated, the area covered. IF you apply for a Recognition Event, please briefly explain the evaluation/nomination process, and specify eligibility criteria. If you need more space, please attach an extra sheet to this application.



3. VISIBILITY

Please describe the visibility that will be offered to the WBI New Brunswick for your Recognition Event and/or Networking Activity.

4. Budget

Please provide a draft budget of your Recognition Event and/or Networking Activity.



5. DECLARATION	
<p>The information that you provide will be submitted to the Development Officer of WBI from your region; the evaluation process will take into account the following elements:</p> <ul style="list-style-type: none"> • Incomplete applications are not accepted; • Late applications are not accepted; • We do not fund retroactively; • Should an organization wants to apply for a Recognition Event as well as a Networking Activity, it must be specified ahead and one application form (including both items) must be filled for the year 2017-2018, and a maximum contribution of \$500 per item is eligible; • For any Recognition Event and/or Networking Activity occurring at the beginning of the year 2017-2018 (first quarter), funds will not be sent before July 2017; • Once the contribution is accepted and your activity completed, the NBACBDCs will request from the applicant a list of attendees for the Recognition Event and/or the Networking Activity, or at the very best, the number of participants that were attending; • Understand WHAT we fund under our Investment Strategy, which is to support Recognition Events and Networking Activities equally to all regions in New Brunswick. According to funds available, the NBACBDC may focus on events that gather a broader territory or/and that suite better to promoting women entrepreneurs. The decision-making procedure to delivering grants remains to the discretion of the NBACBDC. Eligibility to this grant is not a guarantee of support from the NBACBDCs. 	
<p>For your eligibility and consideration, you must sign below to confirm your agreement with the following statement:</p> <ul style="list-style-type: none"> • As a representative of the organization, I have carefully read the eligibility criteria for this program, which is described in this application, and I confirm that the organization I represent meets those criteria. 	
<p>Name of organization's primary representative:</p>	<p>Signature:</p>
<p>Position of organization's primary representative:</p>	<p>Date:</p>
<p>Your original signature is required and a scanned photocopy must be sent to us.</p>	