



**CALL FOR APPLICATIONS**  
**Group #7 – Hive Accelerator Program**  
**January 1 to June 31, 2019**

**Description**

The Hive business accelerator associated with the Business Immigrant Mentorship Program in northwestern New Brunswick is calling for applications for Hive occupants from January 1 to June 31, 2019.

The Hive is a regional initiative (Northwestern New Brunswick) coordinated by the Edmundston Region Chamber of Commerce, funded by the New Brunswick government and the Atlantic Canada Opportunities Agency (ACOA), and supported by chambers of commerce, economic development agencies, immigrant and youth support services, and the private sector.

The Hive's goal is to welcome 6 immigrant, youth, or new entrepreneurs' start-up projects, while offering them the services and tools they need to accelerate the start-up of their business.

More specifically, the services offered are as follows:

- ❖ Work station, conference room, and training room
- ❖ Office equipment (photocopier, projector, assigned and shared office furniture, etc.)
- ❖ Personalized acceleration and follow-up plan
- ❖ Consultant services (accountants, tax specialists, business plan, lawyers, etc.) and consultations with the economic development agencies relevant to your business plan and needs
- ❖ Thematic training (Some in partnership with other providers of entrepreneurial training)
- ❖ Hive activity schedule and newsletter highlighting the activities of the local business community
- ❖ Networking activities with the business community and other Hives (Fredericton, Moncton, Bathurst, Saint John)
- ❖ Participation certificate after completing the Hive.
- ❖ One year membership with the Edmundston Region Chamber of Commerce
- ❖ Free parking in Downtown Edmundston

**Eligibility Criteria**

- ❖ Immigrants (priority), or young, or new entrepreneurs who have a business idea/proposition or have recently started a business
- ❖ Demonstration of the willingness and ability to start up a business in 2019-2020

## **Cost**

- ❖ The cost of joining the Hive is \$200 per month (+ HST) for 6 months, for a total of \$1,200 (+ HST)
- ❖ Immigrants are eligible for a grant of \$600 (+ HST) provided by the Hive
- ❖ Young entrepreneurs aged 18 to 35 (inclusively) may be eligible for a grant of \$600 (+ HST) offered by the Secrétariat à la jeunesse d'Edmundston (Youth Secretariat)
- ❖ Clients of the CBDC-Madawaska may be eligible for a grant of 600\$ (+ HST) offered by the CBDC
- ❖ Other grants may be offered by our partners depending on the applicants and the proposed initiatives

## **Application Package**

Here is a list of information you must provide when submitting your application. **Incomplete applications will be not considered.**

- ❖ Completed registration form and completed, signed Hive occupancy commitment (Appendix 1)
- ❖ Letter of motivation
- ❖ Curriculum vitae

The call for applications document must be submitted by email **no later than November 18, 2018, at 11:59 p.m.** to the following address: [info@laRucheEdmundston.com](mailto:info@laRucheEdmundston.com)

***The selection process will be conducted by an independent selection committee.***

La Ruche Nord-Ouest du N.-B. / The Hive Northwestern NB  
Edmundston Region Chamber of Commerce  
104, de l'Église St.  
Edmundston, NB  
E3V 1J8  
Tel: +1 506-739-4631 or +1 506 737 9604



## Frequently Asked Questions

### ***Where will the Hive be located?***

The Hive is located in the heart of downtown Edmundston at 104, de l'Église (Church) Street.

### ***If I have a job or am a student, can I be considered for the Hive?***

Yes, it is possible to join the Hive if you are employed or are a student. The Hive's activities program will be developed on the basis of the occupants' availability.

### ***Do I have to be in the Hive according to a fixed schedule?***

No, as a Hive occupant, you will have a key and an access code. You may go there freely at any time. However, if you have scheduled a meeting or confirmed your participation in an activity, you must show up.

### ***Why is priority given to immigrant entrepreneurs?***

The Hive program was developed for immigrant entrepreneurs. At the moment, the Hive in northwestern New Brunswick is the only one that offers non-immigrants the opportunity to participate in the program with a view to promoting networking among all new entrepreneurs. Most of the Hive's funding is for business immigrants, so it makes sense that they would be given priority. However, once in the Hive, all occupants will receive the same level of services.

### ***If I didn't participate in the Entrepreneurship training and Mentorship components offered by the Hive (formerly known as the Business Immigrant Mentorship Program (BIMP)), can I still join the business accelerator component of the Hive?***

Yes, but if you are a business immigrant, we strongly encourage you to join the Entrepreneurship training and Mentorship components, as that will provide you with access to additional resources.

### ***What are the Hive membership revenues used for?***

Those revenues are reinvested in the program to provide access to the Hive's services (refer to the description of services on page 1 of the Call for Applications).

***How can I obtain a grant covering 50% of the cost of participating in the Hive?***

If you are a business immigrant and you are chosen to join the Hive, you will receive a grant automatically.

If you are a young entrepreneur and are selected to join the Hive, the Secrétariat à la jeunesse d'Edmundston has grants to help you cover the costs (according to your attendance and the number of grants available).

If you are a client of the CBDC Madawaska and are selected to join the Hive, the CBDC has provided grants to help you cover the costs.

***If I have a business partner, do we have to apply for 2 spots in the Hive?***

Each case will be reviewed on the basis of the business initiative, and it may be possible for one spot to be occupied by two partners in the same business. However, it should be noted that only one work space and one acceleration plan with the same total number of hours of consultation with consultants will be provided, as with individual occupants.

***I haven't finalized my business plan. Can I still join the Hive?***

Yes, the Hive has entered into a partnership with CBDC Madawaska, which offers us expertise and support for the development and evaluation of your business plan.

***I currently have temporary immigration status (temporary workers, international students). Can I join the Hive?***

Yes, but we give priority to immigrants who have permanent resident status, are Canadian citizens, or have demonstrated that their application for permanent residence is being processed.

***Can I stay in the Hive for a period longer or shorter than 6 months?***

In principle, the acceleration process should last 6 months. However, some occupants may require extra time. In this case, they will have to apply for the next cohort, and the selection committee will decide if that is possible. Since the program is designed for a 6-month cycle and the number of spots is limited, it is not possible to shorten the 6-month commitment to the Hive.

***If my application is not approved, can I reapply the next time there is a call for applications?***

Yes. Because the number of spots is limited, your application may not be approved. We encourage you to reapply the next time there is a call for applications.

***Will we have access to a computer and telephone, or do I need my own?***

We ask that you use your own laptop and cellphone for confidentiality reasons and to ensure that you maintain your network of contacts after you leave the Hive. Wireless Internet will be available in the Hive so you can connect your computer and technological devices.



**Appendix 1  
Application Form**

**Personal Information**

Name \_\_\_\_\_ Gender ( ) Male  
                    First name    Middle name                      Surname                      ( ) Female

First name used \_\_\_\_\_

Address \_\_\_\_\_  
                    Street                                      Municipality                                      Postal code

Tel.: home \_\_\_\_\_ Tel. mobile \_\_\_\_\_

Email: \_\_\_\_\_

Your age on January 1, 2018: \_\_\_\_\_

How did you hear about the Hive?

- ( ) Friend/Family                      ( ) Immigrant services agency  
( ) Social media                      ( ) Chamber of commerce / Economic development agency  
( ) other \_\_\_\_\_

**Interests and entrepreneurial abilities:**

In what activity sector do you have, or would you like to start up, a business in New Brunswick?

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

Do you have any experience in this sector and in business? (If so, please provide details about experience.)

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

Where are you in the process of setting up your business (check all that apply)?

- You are looking for a business idea.
- You have one or more business ideas.
- You have conducted a market study.
- You have started your business plan.
- You have completed your business plan.
- You have tested your business plan.
- You are looking for financing to set up your business.
- You already have the financing you need for your business.
- Your business is already registered/incorporated.
- Your business is already in operation; if so, since when (month and year) \_\_\_\_\_

Do you have a business plan?

( ) Yes                      ( ) No

What are your goals and expectations with the Hive?

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Why do you think your Hive application should be approved?

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Circle the activities or services you think would be useful in starting up your business.

|                                |     |    |
|--------------------------------|-----|----|
| Networking                     | Yes | No |
| Development of a business plan | Yes | No |
| Real estate                    | Yes | No |
| Accounting and bookkeeping     | Yes | No |
| Cultural training              | Yes | No |
| Legal advice                   | Yes | No |
| Marketing and advertising      | Yes | No |
| Import/export training         | Yes | No |
| Business financing             | Yes | No |
| Social media                   | Yes | No |
| Other, specify _____           |     |    |

## Confirmation

To confirm your agreement, please place your initials to the left of each of the following three statements:

\_\_\_\_\_ I understand that, under the Hive program, I agree to sign a 6-month commitment to the Hive and to pay \$200 + HST per month (or \$100 + HST if you are eligible for a grant, see the conditions for payment of grants with the organization concerned).

\_\_\_\_\_ I understand that I am registering for a business acceleration program to increase my chances of success; however, I realize that my participation in the Hive does not guarantee that my business will succeed.

\_\_\_\_\_ I understand that I may be asked to take the Hive orientation sessions and other training during this six-month period.

In completing this form, I understand that the Hive conducts systematic criminal checks for all applicants to the program. In signing below, I agree to undergo such criminal checks. Not signing this form may result in my disqualification.

I certify that the information provided on this form is true and accurate.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### **Mandatory information for immigrant applicants**

Please indicate your current immigrant status:

- Permanent resident
- Canadian citizen
- Temporary foreign worker
- International student

Are you, or have you ever been, a nominee of the Province of New Brunswick (Provincial Nominee Program – PNP)?

- Yes                       No

If you have temporary immigration status, have you taken steps to become a permanent resident?

- Yes                       No

If no, why? \_\_\_\_\_

Country of origin \_\_\_\_\_ Languages spoken \_\_\_\_\_

Year of arrival in Canada \_\_\_\_\_

Year of arrival in northwestern New Brunswick \_\_\_\_\_