

### ENTREPRENEUR AND INNOVATION FUND APPLICATION EVALUATION PROCESS

STEP IN PROCESS	ACTIONS
<b>Step 1:</b> Call for Applications	<ul style="list-style-type: none"> <li>• ventureLAB will release a call for applications which will include posting on their website, social media and possible news release.</li> </ul>
<b>Step 2:</b> Completion and Submission of Applications	<ul style="list-style-type: none"> <li>• Applicants will be required to indicate how their proposed project meets ventureLAB's and York Region's goals. Applicants must indicate how the services provided will support or contribute to the York Region economy.</li> <li>• Applicants are required to provide an estimate project budget, work plan and marketing plan.</li> </ul>
<b>Step 3:</b> Evaluation	<ul style="list-style-type: none"> <li>• A Selection Committee comprised of ventureLAB and Regional Staff and key Innovation stakeholders will review each application.</li> </ul>
<b>Step 4:</b> Approval of projects recommended for Funding	<ul style="list-style-type: none"> <li>• Projects that are successful in the evaluation will move towards funding</li> </ul>
<b>THROUGHOUT THE PROCESS</b>	
Promotion	<ul style="list-style-type: none"> <li>• Promotion of the Entrepreneur and Innovation Fund occurs through emails, media outlets, ventureLAB's website and social media, and the Region's website and social media.</li> </ul>