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**Application Form**

**TD Ignite Grants &**

**Venture Space Internships in Entrepreneurship**

**Application Deadline: February 14, 2025**

**Application Requirements**

1. Written Application
2. Business Model Canvas
3. Video Pitch

**Successful applicants will be invited to a Live Pitch in February.**

Check out [Venture Space MTA](https://www.mta.ca/venturespace/)! This is our portal for all things entrepreneurship – there are a couple of excellent modules in our Think Inc. Program on developing ideas and steps to take to get your project off the ground!

**Submission Details**

* All applications should be sent to careers@mta.ca
* Written Application Form + [Business Model Canvas](https://drupal-ha.mta.ca/sites/default/files/2021-04/Lean-Business-Model-Canvas-Template.pdf), should be attached as 2 separate documents to your email.
* Please name your files *LastName\_FirstInitial Application.doc* and *LastName\_FirstInitial BMC.doc*.
* A link to your video should be included in your email (you can share it from your MTA One Drive or attach it directly to the email).

For more details about the application process, the awards and the program itself, please visit the [Entrepreneurship Funding Page](https://mta.ca/current-students/experiences-and-career/entrepreneurship-mta/funding-entrepreneurship). If you want some support in writing this application, please reach out to careers@mta.ca

**Written Application**

**Section 1: Applicant Details**

|  |  |
| --- | --- |
| Name of Lead Applicant |   |
| Degree, Major, Minor |   |
| Year of study |   |
| Email |   |
| Cell phone |   |
| Mailing address |   |
| Project Title  |   |

**Is this a team project? Yes or No:**

*You can have up to 3 team members. Please provide the above information for EACH team member.*

**Section 2: Written Application**

**Written application should include the following:**

1. **500 word or less business pitch**
2. **Budget**
3. **Business Model Canvas**

**1. Your Pitch**

Please recap, in 500 words or less, your video submission. What problem are you trying to solve? What has been your inspiration in tackling this challenge? And finally, what is your vision for this challenge; what does your ultimate solution look like? **Please write this below.**

**2. Budget**

What expenses will your project have? In the table below, list your expense by category. Use the justification column to explain why the expense is necessary. You may include salary. Capital expenses (costs to purchase or lease equipment) should be less than 20% of your budget. You do NOT have to use each of these line items.

|  |  |  |
| --- | --- | --- |
| Account/Category | Expense | Justification |
| Accounting and other professional services |   |   |
| Capital expenses (equipment) |   |   |
| Marketing and promotions |   |   |
| Maintenance |   |   |
| Permits |   |   |
| Office supplies |   |   |
| Rent |   |   |
| Research and development |   |   |
| Salary |   |   |
| Supplies (materials for production) |   |   |
| Telephone |   |   |
| Travel |   |   |
| Web hosting |   |   |
| Other: |   |   |

**3. Business Model Canvas (BMC)**

All applications must include a Business Model Canvas.

You can find the forms and information you need to complete a BMC here:

* [Business Model Canvas Template](https://drupal-ha.mta.ca/sites/default/files/2021-04/Lean-Business-Model-Canvas-Template.pdf)
* [Tips for Creating a Business Model Canvas](https://mta.ca/current-students/experiences-and-career/entrepreneurship-mta/think-inc-program/think-inc-module-3)

**Section 3: Video Pitch**

The most exciting component of this application will be your video submission. In 3 minutes, you must showcase who you are, what problem you hope to solve and give us a glimpse into the interesting and innovative ways you might be able to find a solution! This could be a product or service that needs to be improved, or a social or cultural enterprise, or it could be a service that is sorely lacking.

Specific points to cover:

|  |  |
| --- | --- |
| **Points to cover**  | **Weight**  |
| Introduce yourself and share any relevant information (education, volunteer work, job experience etc.) that will help you to successfully launch the idea.  | 5  |
| Identify the problem you aim to solve.  | 10  |
| Why does this problem matter?  | 15  |
| What is your proposed solution for the problem?  | 40  |
| How will you implement it?  | 20  |
| Presentation/Pitching skills  | 10  |
| **Total**  | 100  |

Three minutes will pass quickly! So, you want to develop a great script that showcases your idea and solution in the best, most clear way. Be creative, engage with your audience. Take us on a tour or let us see into your thought process. You can [find pitching tips here](https://mta.ca/current-students/experiences-and-career/entrepreneurship-mta/think-inc-program/think-inc-module-4).

 Filming Tips:

* If you’re filming with a camera:
* Set your camera in a spot where it will not move or shake (preferably a tripod if one if available to you).
* Make sure you are set in the frame and in focus before recording
* If you’re filming with a phone:
* Shoot the video with your phone horizontally (this look will mirror the look of a camera).

If possible, place your camera settings to **1080p HD at 30fps**. Most phones have this in the camera settings. On iPhones go: **settings > camera > record video**

* Try to stay in one location to avoid jarring changes in the background and camera shakiness.
* Try to set up in a setting where the background isn’t distracting to viewers.
* Find a space with good lighting.
* Review any key messages you would like to include before filming (this adds a more personal approach and a layer of confidence to your message).
* Be enthusiastic and passionate about your idea.
* Keep your video to a maximum of 3 minutes.

Video Submission Instructions:

Please submit your video using one of the methods outlined below. Contact us by email at careers@mta.ca if you are experiencing difficulties.

* Attach file directly to an email - careers@mta.ca
* One Drive Links shared directly with careers@mta.ca
* SharePoint link shared directly with careers@mta.ca