



Eligible Business Training Requirements

Eligible business training must meet the following requirements:

- Must be relevant to the current operations and ongoing needs of the business:
 - General business courses for marketing, office management, staff management, coaching and consulting are ineligible unless specific to the business, e.g. an HR organization.
 - Basic bookkeeping is eligible.
 - Basic MS Excel and MS Word type courses may be eligible.
- Must result in skill development that is directly connected to the current business sustainability.
- Training for Not-For-Profit employees may be eligible where the training supports improved social enterprise profitability. Not for Profit may be asked for employee T4/payslip.
- Enterprising NFP's are defined as Not-for-Profit organizations that earn revenue through the sale of a product or service. NFP's that are funded primarily through donations and grants and are not dependent on their business activities for sustainability are not eligible for this program.
- Regular seasonal employees on temporary layoff are eligible for training.
- Training for casual employees is not eligible for funding.
- Personal development and/or training for personal interest is not eligible.
- Conferences, trade shows and retreats are not eligible.
- Training must be provided in BC and/or online except under exceptional circumstances where similar training is not available within BC or Canada.
- Repeat courses i.e. taking the same course or versions of it, are ineligible after taking the first one.