



Self Employ PEI is an employment program developed to help job seekers who want to launch their own business. This program provides financial support and business counseling to new entrepreneurs during their first year of operation. SkillsPEI offers Self Employ PEI information sessions for interested job seekers to find out more about the program.

WHO IS ELIGIBLE TO PARTICIPATE?

If you are **unemployed and looking for full time employment** you are eligible to apply.

- You must be legally authorized to work in Canada (Canadian citizen or permanent resident);
- You must have a current claim for Employment Insurance benefits; or
- You must have a previous EI claim whose benefit period ended within the previous 60 months or an unemployed person who paid, in at least 5 of the last 10 years, employee's premiums that did not entitle the person to a refund (ie. If the person made less than \$2000 in earnings in a year, any EI premiums that they would have paid, would be reimbursed.
- You must not currently be operating your own business ;
- Other criteria may apply

HOW DO I APPLY?

You must complete the Self Employ PEI individual application form and submit it to your local SkillsPEI office. We will contact you to discuss the next steps which will include meeting with a Program Officer to complete a needs assessment and develop a Return-To-Work-Action-Plan.

To be approved we will need:

- Self Employ Suitability Assessment questionnaire
- Return to Work Action Plan prepared by the Program Officer
- Application for funding for Self Employ PEI
- Detailed business plan
- Proof of investment or financing
- Resume
- SkillsPEI Consent Form

Your business plan must demonstrate that your business will provide the potential for long term viability. There are many types of eligible business that qualify for funding: manufacturing, food and beverage, information technology, trades, retail, etc.

Once you submit your completed application package, SkillsPEI will review your information. Once you receive confirmation that your application has been approved for the Self Employ PEI program, you can open your new business.

WHEN IS MY APPLICATION DUE?

There is no deadline for applications under the Self Employ PEI program as we accept applications on a year round basis.

HOW DOES THE PROGRAM WORK?

During the first year you are in business you will devote a minimum of 35 hours each week to implement your business plan.

Each week you will receive a weekly living allowance or EI benefits, or a combination of the two. The weekly living allowance will be based on a maximum rate of \$11.25/hour. You may also be eligible for a \$1000 consulting grant.

This information sheet is a general guide for applicants. Applications received by SkillsPEI will be assessed against additional program criteria to determine eligibility.

WHERE CAN I GET MORE INFORMATION?

You can visit our website at www.skillsPEI.com, call SkillsPEI's General Inquiries Line at 1-877-491-4766 or visit one of the following SkillsPEI offices:

Atlantic Technology Centre	176 Great George St, Charlottetown	902-368-6290
Provincial Building	548 Main St, Montague	902-838-0674
Future Tech West	454 Main St, O'Leary	902-859-8898
Access PEI	120 Heather Moyse Dr, Summerside	902-438-4151

