**APPLICATION FORM**

**IDENTIFICATION**

1. Application No (….)
2. Names of Business owner: ……………
3. Year of birth: …. Sex: … Identity Card/Passport No.: ……
4. Telephone: ……………… Email: …………………
5. Education Level: …… Graduation year: …..
6. The country where you completed your internship: …..
7. Year of undertaking internship: ….. Returning Year from internship: ……..
8. Area of activities or planned activities
	1. Agribusiness
	2. Tourism
	3. Hospitality
	4. Other

**IS YOUR BUSINESS IN PLACE OR IT IS A BUSINESS IDEAS?**

**Yes ( If Yes, proceed to the next question No 14)**

**No ( Ifo No, Proceed to the question No 25)**

1. Official Name of Business: ……
2. Tin Number: ….. Date of Registration: ….. Cooperative Certificate number:…

**BUSINESS LOCATION**

1. PROVINCE: ………………. DISTRICT: …………… Sector: ……….. Cell: ……….. Village: ……..

**BUSINESS ACTIVITIES**

1. Brief description of your business: ………………………………………………………………………………………………………………………………

 **BUSINESS EMPLOYEES**

1. Total Number of Staff: ……………
	1. Number of Female staff: ……………..
	2. Number of Male staff: ………………
	3. Number of Staff with disabilities: …………
	4. Number of Permanent workers: ……………….
	5. Part Time/ causal workers: …………………..
2. Corporate Social Responsibilities: ………………………….
3. Business Profitability: …………………………………………………………………………………………………………………………………………………………………………
4. Explain briefly how the grants will be used: ……………………….......................................................................................................................................................................................................................................
5. Business management team: ………………..
6. Is there any stable Bookkeeping system? ………………….
7. Innovation & Response to the market needs: …………………..
8. Have received an award over the last three years since 2021? ……..

**Documents to Attach**

1. Upload copy of Identity Card or passport
2. Upload the registration Certificate (pdf format)
3. Upload your Project Business Plan
4. Upload Other documents (pdf format).

**SELECT PRE-SELECTION INTERVIEW**

1. Choose your nearest place for business pitching pre-selection
	1. Kigali Employment Service Center
	2. Musanze Employment Service Center
	3. Huye Employment Service center
	4. Kayonza Youth Centre
2. Briefly tell us your business ideas?
3. Describe products or services that create value for a specific customer segment, solve a problem, or fulfill a need?/
4. Tell us different groups of people or organizations a business aims to reach and serve?
5. Outlines how a company communicates with and delivers its value proposition to its customer segments, including marketing, sales, and distribution channels./
6. Describe the types of relationships a business establishes with its customer segments.
7. Explain how your business will make Revenues.
8. Lists the most important assets required to make the business.
9. Identifies the most important actions a business must take to create and deliver its value proposition, maintain customer relationships, and generate revenue.
10. Describes the major costs involved in operating the business, including fixed and variable costs.
11. Upload your Project Business Plan
12. Upload Other documents / (pdf format).