

Volkswirtschaft und Inneres
Kontaktstelle für Wirtschaft
Zwinglistrasse 6
8750 Glarus

Checklist

for applications for corporate financial support

1 Types of financial support

(Legal Basis: Location Promotion Act of the Canton of Glarus (05.05.2013), SR 901.0: Federal Law on Regional Policy (06.10.2006), SR 901.022: Ordinance on the Granting of Tax Relief under Regional Policy (01.07.2016), Explanatory Report on the Amendment to the Ordinance on the Granting of Tax Relief under Regional Policy (01.07.2016), SR 901.022.1: Ordinance of the EAER on the Determination of the Communes Included in the Areas of Application for Tax Relief (01.07.2016), SR 901.022.2: EAER Ordinance on the Granting of Tax Relief under Regional Policy (01.07.2016), Explanatory Report on the EAER Ordinance on the Granting of Tax Relief under Regional Policy (01.07.2016), Map of Areas of Application for Tax Relief (17.01.2023).

Federal Decree in Favour of Economic Renewal Areas of 6 October 1995, Federal Law on the Granting of Suretyship in Mountain Areas of 25 June 1976, Federal Law on Investment Support for Mountain Areas of 21 March 1997).

- Suretyship
- Repayable Loans
- Interest Cost Contributions
- Investment Support Loans

2 Preliminary remarks

- If you adhere to the following grid, you will help us to guarantee rapid processing.
- In principle, we need a detailed business and financial plan to assess your application.
- We are happy to hold bilateral discussions before submitting an application. In this way, prevailing questions can be clarified in advance.
- All information will be kept strictly confidential.
- Submitted applications are examined by the Economic Promotion Commission. The Government Council decides on the applications at its own discretion at the request of the Commission. No further details of the reasons for the Council's decisions are required, and such decisions are final.
- Detailed information on the individual possibilities for support can be found in the Law on the Promotion of Economic Development of 5 May 2013 and in the information brochure on "Financial Assistance in the Canton of Glarus".

3 Checklist for grant applications

3.1 Information on the existing company or the company to be founded

- Brief outline of the company history
- Legal form and capital structure of the company
- Ownership structure (depending on the legal form): owner(s), partner(s), shareholder(s)
- Information on existing products/services: development status, phase in product life cycle, positioning in relation to competitors, competitive advantages,
- Sales brochures (enclose in the appendix)
- Organisation of the company (organisation chart)
- Information on the executive board: number of members and their tasks, practical experience/proven track record, CVs (enclose in the appendix)
- Headcount, personnel structure, development and advancement
- Relationships with external advisors: auditors, management consultants, professional associations
- Reference list of customers and suppliers
- Only for limited companies: Details of the board of directors

3.2 Information on the project

- Description of the project: Product or process innovation, relocation, capacity expansion
- Environmental pollution
- Benefits for the consumer
- Patent and trademark protection, licences
- Specific competitive advantages and disadvantages
- Possibilities for further development

3.3 Information about the market

- Market overview: description of the overall market, size of the submarkets and market segments
- Definition of target markets
- Analysis of the buyer situation: customer structure, buyer motives, previous market reactions
- Competitor analysis: main competitors, product comparisons, strengths and weaknesses of competitors, indirect competition
- Planned sales figures
- Analysis of environmental factors: legal, economic, social, technological and political

3.4 Marketing concept

- Planned activities: PR, advertising, promotion, sales projection
- Information on product range and product policy
- Determine pricing policy: trading margins, pricing, payment terms
- Planned distribution: direct or indirect, centralised or decentralised logistics, information on readiness for delivery
- Market research

3.5 Timetable

- List of main deadlines

3.6 Financial plan

If you already have a company and need additional funding:

- Balance sheets of the last three years
- Income statements for the last three years
- Current list of accounts receivable
- Current list of accounts payable

in any case:

- Information on project financing: ratio of equity to debt capital, type of equity capital
- Investment plan including cost estimate, construction plans and quotations/offers
- Budget for the next three years
- Lending bank's financing commitment: amount of the loan, interest rate, type of cover, amorti-sation
- Statement by lending bank on the company and the new project
- Pointing out the financing gap or the heavy financial burden created by the project, which can only be borne with the help of the canton.

3.7 Regional aspects

- Significance for the local and regional labour market
- Significance for the regional economic structure
- Impact on suppliers and customers in the region
- Regional environmental pollution of the project
- Tax revenues

3.8 Applications to the Business Development Commission

- Requested financial support (type, amount, duration)
- Repayment proposal

3.9 Further information

With the most widely used online service of the Institut für Jungunternehmens in Switzerland, you can set up your GmbH, sole proprietorship, AG or general partnership from anywhere and at any time. Experienced experts, lawyers and notaries take care of the entire incorporation process for you. The Canton of Glarus contributes CHF 200 to your foundation with the IFJ. Simply contact Andreas Mächler, Head of Location Promotion andreas.maechler@gl.ch, after you have entered your data. The contribution will be credited to you once the company has been founded.

Contact address:

Business Contact Point, Zwinglistrasse 8, 8750 Glarus, +41 55 646 66 20, kontakt@gl.ch