

Due to the short lead-time common in the international capital project bidding process, a written notice of intent to submit an application (letter, fax, or telex), is acceptable to establish an effective date for eligible expenses. Full documentation is **due within three weeks of that date.**

Approval of projects will be by committee.

## **PEMD Contribution**

The PEMD contribution to capital project bidding includes:

- ◆ a per diem allowance of \$100 in Canada, and \$150 while on travel status outside Canada, for the applicant's professional-level employees working on bid preparation and other aspects of the project (excluding support and administrative personnel such as secretaries and clerks), up to a maximum of 75 per cent of the total PEMD contribution.
- ◆ The program will also pay 50 per cent of the cost of:
  - ◆ return economy international airfare (or equivalent) for company officials or incoming potential clients to Canada or to another approved location;
  - ◆ the following, if incurred at arm's length to the applicant:
    - ◆ printing, computer and word processing;
    - ◆ legal and translation services;
    - ◆ international courier, freight and shipping of project documents and supporting material;
    - ◆ obtaining bid or performance bonds;
    - ◆ purchase of bid or tender documents;
    - ◆ consultants' fees (up to a maximum of 25 per cent of the total PEMD contribution).

Applicants are responsible for all other costs.

The minimum PEMD contribution per application is \$25,000.

The maximum contribution per application is \$250,000.

The maximum contribution per applicant per government fiscal year is \$500,000.

The maximum contribution per project involving an ad hoc consortia is \$400,000.