Application for a start-up grant extension

The employment authority may grant a start-up grant to a personal customer who starts a full-time business or expands part-time business into full-time.

The start-up grant is granted for six months from the start of full-time business operations or from the expansion of part-time business operations to full-time. The start-up grant can be extended, making the total duration of the start-up grant period a maximum of 12 months.

Submit your application for an extension of the start-up grant to the employment authority during the current start-up grant period, approximately one month before it ends. Include with your application the company’s up-to-date financial information, verified by an accountant, covering at least five months. This includes, for example, the income statement and balance sheet specifications.

Fill in the application primarily via the e-service. If you cannot use the e-service, send the printed and completed form to the employment authority. Contact details for the employment authority in your area can be found on the regional pages of Job Market Finland at <https://tyomarkkinatori.fi/en/regional-pages>.

1. Applicant’s information

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| Last name | | |
| First names | | Personal identity code |
| Street address | | |
| Postal code | City | |
| Municipality of residence | | |
| Telephone number | Email | |

2. Start-up grand period

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| The start-up grant is applied for the period (dd.mm.yyyy–dd.mm.yyyy) |
| Previous start-up grant period (dd.mm.yyyy–dd.mm.yyyy) |

3. Company details

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| Name of the company | | Business ID |
| Business sector | | |
| Address | | |
| Postal code | City | |
| Explain how your business has started during the start-up grant period. | | |
| What are the business plans and objectives for the near future? | | |
| Provide justification for the extension of the start-up grant. Why do you think you need an extension to the start-up grant period? | | |
| Is someone else applying for a start-up grant for the same enterprise? Provide their names, as well as their address details. The start-up grant is a personal benefit. Each applicant must submit their own application for a start-up grant. 1 | | |
| Do you engage in business operations in Finland and from Finland?  Yes  No  The start-up grant is primarily granted for business activities conducted in Finland. If you plan to engage in business activities from abroad during the start-up grant period, provide additional information on the period of work abroad. | | |

**4. Income, compensations, subsidies and benefits preventing payment of a start-up grant**

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| Will you receive the following income, compensations, subsidies or benefits during the start-up grant period? 2 |
| 1. Salary or remuneration for work you do that is unrelated to your business. Salary is also considered to include pay during annual leave and during the notice period of termination of employment. It also includes any financial benefit received from the employer, based on an agreement related to the termination of employment or any similar arrangement, which is considered to ensure a reasonable level of subsistence (Unemployment Security Act 1290/2002, Chapter 3, Section 6, Subsection 1).3   Yes  No  If the answer is Yes, provide additional information on the number of working days, working hours per day, the duration of employment, and an estimate of future paid working days and working hours per day. |
| 1. Salary or remuneration for work related to entrepreneurial activities, not including income earned from own company. Salary is also considered to include pay during annual leave and during the notice period of termination of employment. It also includes any financial benefit received from the employer, based on an agreement related to the termination of employment or any similar arrangement, which is considered to ensure a reasonable level of subsistence (Unemployment Security Act 1290/2002, Chapter 3, Section 6, Subsection 1). 3   Yes  No  If the answer is Yes, provide additional information on the number of working days, working hours per day, the duration of employment, and an estimate of future paid working days and working hours per day. |
| 1. Government support for your own salary costs 4   Yes  No  Other public aid includes, for example, grants and business support.  If the answer is Yes, provide details of the aid granted and the period for which the aid has been granted. Attach the decision on the granted aid to the application. |
| 1. Unemployment benefit   Yes  No  The start-up grant will not be paid if you receive unemployment benefits under the Unemployment Security Act (1290/2002) for the same period.  If Yes, provide additional information on the grantor, the type of support, the period for which the support has been granted, and the amount of support granted. |
| 1. Sickness or partial sickness allowance under the Health Insurance Act (1224/2004) or a disability pension or a rehabilitation allowance under the National Pensions Act (568/2007), or a benefit paid on the grounds of full disability under another Act.   Yes  No  If Yes, provide additional information on the grantor, the type of support, the period for which the support has been granted, and the amount of support granted. |
| 1. State pension or early retirement pension under the National Pensions Act or under laws on employment pensions.   Yes  No  If Yes, provide additional information on the grantor, the type of support, the period for which the support has been granted, and the amount of support granted. |
| 1. Unemployment pension.   Yes  No  If Yes, provide additional information on the grantor, the type of support, the period for which the support has been granted, and the amount of support granted. |
| 1. Years-of-service pension in accordance with the National Pensions Act.   Yes  No  If Yes, provide additional information on the grantor, the type of support, the period for which the support has been granted, and the amount of support granted. |
| 1. Adjustment allowance for representatives of the Parliament under the Act on Pensions and Adjustment Allowance (329/1967).   Yes  No  If Yes, provide additional information on the grantor, the type of support, the period for which the support has been granted, and the amount of support granted. |
| 1. Maternity, special maternity, paternity or parental allowance or special care allowance under the Heath Insurance Act (1224/2004).   Yes  No  If Yes, provide additional information on the grantor, the type of support, the period for which the support has been granted, and the amount of support granted. |
| 1. Relinquishment allowance under the Act on the Relinquishment Allowance awarded to Agricultural Entrepreneurs (1293/1994) or the Act on the Allowance granted for the Discontinuation of the Practice of Agriculture(612/2006).   Yes  No  If Yes, provide additional information on the grantor, the type of support, the period for which the support has been granted, and the amount of support granted. |
| 1. A rehabilitation allowance or compensation for loss of earnings under the Act on the Social Insurance Institution of Finland's Rehabilitation Benefits and Rehabilitation Allowance Benefits (566/2005) or the laws or pension guidelines or regulations referred to in Chapter 1, section 3 of the Employees Pensions Act (395/2006) on the basis of provisions on rehabilitation specified in accident insurance policies, motor insurance policies or the Military Injuries Act (404/1948). 5   Yes  No  If Yes, provide additional information on the grantor, the type of support, the period for which the support has been granted, and the amount of support granted. |
| 1. Student financial aid in the form of study grant or student loan (Act on Student Financial Aid 65/1994). If you have taken out a student loan, specify the period to which the loan applies.   Yes  No  The student loan applies to the period (dd.mm.yyyy–dd.mm.yyyy) |
| 1. Other benefits that are meant to secure a reasonable income.6   Yes  No  If Yes, provide additional information on the benefit provider, the type of benefit, the period for which the benefit has been granted, and the amount of the benefit granted. |

**5. De minimis aid**

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| Have you or the business activities covered by this application been granted de minimis aid over a period of three years? 7  No  Yes. Further details in the table. | | | | |
| Financial period for the enterprise (dd.mm.–dd.mm.) 8 | | | | |
| Grantor | Name of the granted aid | Regulation under which the aid was granted | Amount of aid in euros | Grant date |
|  |  | General de minimis aid (Commission Regulation (EU) No 1407/2013) |  |  |
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|  |  | General de minimis aid (Commission Regulation (EU) No 2831/2023) |  |  |
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|  |  | De minimis aid in the fisheries and aquaculture sector (Commission Regulation (EU) No 717/2014) |  |  |
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|  |  | De minimis aid in the agricultural sector (Commission Regulation (EU) No 1408/2013) |  |  |
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|  |  | De minimis aid to companies involved in the carriage of goods by road for the benefit of others (Commission Regulation (EU) No 1407/2013) |  |  |
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**6. Consents** 9

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| The employment authority can contact the business advisor I have appointed and discuss my start-up grant application and its attachments either verbally or via e-mail, without the confidentiality provisions preventing this.  Yes  No  Name the business advisor and advisory organisation    An opinion from an external expert can be requested to assess entrepreneurial competencies and the conditions for business operations to support the processing of my start-up grant application. The application and its attachments may be provided to the expert for the opinion without the confidentiality provisions preventing this  Yes  No  If I apply for funding from Finnvera for my business activity, Finnvera may use the external expert’s assessment for processing my funding application and making the funding decision. A representative of Finnvera may review the assessment saved in the funding assessment system and use it to support the decision-making process.  Yes  No |

**7. Consent for electronic notification**

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| By consenting to electronic notification, you will receive the decision document, or any other message related to your application as an electronic message sent to the email address you provided. If you do not consent to electronic notification, you will receive decisions and messages related to your case by postal mail. | |
| Do you consent to electronic notification?  Yes  No | Email |

**8. Signature**

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| --- | --- | --- |
| By my signature I confirm that the information provided in this application and its attachments is correct. | | |
| Place and date | Signature | |
| Clarification of signature |  |

**Attachments to the application: 10**

* The company’s up-to-date financial information, verified by an accountant, covering at least five months. This includes, for example, the income statement and balance sheet specifications.

Instructions for completing the form

Company details

1. Enter the first and last names and contact details of other applicants. Please note that the start-up grant is a personal benefit. Each applicant must submit their own application for a start-up grant.

Income, compensations, subsidies and benefits preventing payment of a start-up grant

1. Start-up grant is intended to secure living expenses during full-time business activities and will not be paid if the person receives salary or other compensation for work unrelated to the business during the same period, public support for their wage costs, or any other benefits intended to secure living expenses (Act on the Organisation of Employment Services 380/2023, Section 100, Subsection 3).

Indicate any income, compensation, subsidy or benefits you will receive for the same period during which you are applying for the start-up grant. Also, report any salary income from work related or unrelated to the business for the same period.

1. Salary is also considered to include pay during annual leave and during the notice period of termination of employment. It also includes any financial benefit received from the employer, based on an agreement related to the termination of employment or any similar arrangement, which is considered to ensure a reasonable level of subsistence (Unemployment Security Act, Chapter 3, Section 6, Subsection 1).
2. Other public aid includes, for example, grants and business support.

If the recipient of the start-up grant has income unrelated to the business activity during the start-up grant period, or if public support has been granted for their salary costs, the amount of income will be deducted from the start-up grant amount. However, income defined as priority income under Section 7, Chapter 4 of the Unemployment Security Act will not be taken into account.

1. The laws referred to in Chapter 1, section 3 of the Employees Pensions Act based on which rehabilitation allowance can be paid are:

* Seafarer's Pensions Act (1290/2006);
* Self-Employed Workers' Pensions Act (1272/2006);
* Farmers' Pensions Act (1280/2006).

1. Pensions acts involving employees in the public sector include:

* Public Sector Pensions Act (81/2016);
* Act on the Orthodox Church (985/2006);
* Provincial Administration Act (AFS 54/2007) given in the province of Aland for the purpose of applying certain current state rules to state pensions.

These benefits may include additional pension provided by the employer or compensation for loss of earnings referred to in the Criminal Damages Act (1204/2005).

However, the preferred income referred to in Chapter 4, section 7 of the Unemployment Security Act is not taken into account as a benefit. This income includes

* survivors' pensions;
* care allowance for a person receiving a pension in accordance with the Disability Benefits Act (570/2007);
* compensation for functional limitation under the Workers' Compensation Act (459/2015) and the Occupational Accidents and Disease Act for Farmers (873/2015);
* annuity and supplementary index under the Compensation for Military Injuries
* disability allowance in accordance with the Disability Benefits Act;
* housing allowance in accordance with the Act on Housing Allowance for Pensioners (571/2007);
* housing allowance in accordance with the Act on General Housing Allowance (938/2014);
* child benefit in accordance with the Child Benefit Act (796/1992);
* social assistance in accordance with the Act on Social Assistance (1412/1997);
* military benefits under the Act on Military Benefits (781/1993);
* compensation for costs under the Workers' Compensation Act, Accident and Disease Act for Farmers and the Military Injuries Act;
* partial early old-age pension in accordance with the Employment Pensions Act.

De minimis aid

1. De minimis aid refers to low-value public aid, with a total amount of no more than 300,000 euros per company over a three-year period. In Finland, de minimis aid is granted to businesses by entities such as Finnvera, Business Finland, and ELY Centres.

A mention of de minimis aid is included in the grant decision.

For more information on de minimis aid, visit [tem.fi/vahamerkityksinen-tuki-eli-de-minimis-tuki](https://tem.fi/vahamerkityksinen-tuki-eli-de-minimis-tuki)

1. The accounting period is usually 12 months. In the case of double-entry accounting, the accounting period may consist of a 12-month period other than the calendar year. The accounting period of companies and entrepreneurs using single-entry accounting is always the calendar year.

The first accounting period starts from the date on which your company is established. When the operations start, the length of the accounting period may be longer or shorter than 12 months. However, the maximum length of the accounting period is 18 months. In the case of single-entry accounting, however, the maximum length of the accounting period is 12 months.

Consents

1. Consents are voluntary. You can withdraw your consent at any time by contacting the employment authority.

Attachments to the application

1. Attach to the application the company’s up-to-date financial information, verified by an accountant, covering at least five months. This includes, for example, the income statement and balance sheet specifications. Discuss any other required attachments in advance with the employment authority.