RTRI Application Checklist

Ten checks before you apply

Gondaliya CPA Professional Corporation
Registered Ontario CPA Firm

Current to 16 September 2026 — guidelines can change without notice.
Confirm the position on feddev-ontario.canada.ca before you apply.

- [ ] 1 **Incorporated, for-profit, southern Ontario**
  All three are core gates.
- [ ] 2 **$1M revenue in one of last two fiscal years**
  Check both years before concluding you are out.
- [ ] 3 **Tariff impact route identified**
  s.232/338 sector, 25% US export, or documented impact.
- [ ] 4 **Financial statements for two fiscal years**
  Attached, and matching the revenue on the form.
- [ ] 5 **Trial balance reconciled to the filed T2**
  Do this before anything is certified.
- [ ] 6 **Eligible payroll isolated**
  No contractors, bonuses, owner draws, or non-Canadian pay.
- [ ] 7 **Operating costs limited to the four categories**
  Rent, utilities, business insurance, property taxes.
- [ ] 8 **Pivot labour kept out of the liquidity request**
  The same cost cannot be funded twice.
- [ ] 9 **Other government assistance disclosed**
  EI Work-Sharing, provincial programs, prior RDA funding.
- [ ] 10 **FedDev named as intended user in the engagement letter**
  CSRS 4200 — cannot be fixed retroactively.

PRO TIP

A compilation provides NO assurance — responsibility
for the figures stays with management.

647-212-9559 · info@gondaliyacpa.ca · gondaliyacpa.ca/consultation