



2. **Program/Course Delivery:** PSPP funding is available for delivery of post-secondary programs and courses that lead to the attainment of a post-secondary education credential.

PSPP-funded programs and courses must provide students with transferable credits that lead to a certificate, diploma, or degree that is granted or recognized by a public post-secondary institution.

PSPP funded programs and courses can include Adult Basic Education (ABE) and University and College Entrance Preparation (UCEPP) programs and courses that provide students with the academic level required for entrance into post-secondary programs. Generally, this will include grade 11/12 level courses. **Students accessing an ABE or UCEPP program funded under PSPP must not be counted under Nominal Roll funding.** The curriculum must consist of courses offered through public post-secondary institutions' ABE curriculum and not Ministry of Education and Child Care grade K-12 courses.

PSPP funded programs and courses can also include trades foundation programs and courses that lead to a credential granted by a public post-secondary institution.

Evidence of the commitment of a public post-secondary institution to partner in the delivery of the specific program must be attached to the proposal. Evidence could include a copy of a signed partnership agreement with the public post-secondary institution, or a letter of intent signed by a Dean, Associate Dean, Director, Vice-President Academic or President of the public post-secondary institution that commits to partner in the delivery of the specific program.

## 5. Eligible Recipients

All First Nations in BC are eligible to apply for funding through this Call for Proposals. If a proposal is submitted by a First Nations-mandated post-secondary institute or Tribal Council on behalf of a First Nation or First Nations, the First Nations-mandated post-secondary institute or Tribal Council must provide documentation that it has been designated to submit proposals on behalf of the First Nation(s) served, unless such documentation has already been provided to FNEESC. Evidence could include a letter from the Chief of the First Nation Band Council(s) or the most senior staff member who is directly accountable to Chief and Council, or a Band Council Resolution(s) that designates the First Nations-mandated post-secondary institute or Tribal Council to submit proposals on behalf of the First Nation(s) either on an ongoing basis or in the specific instance of the proposal being submitted for PSPP. If the proposal is being submitted on behalf of multiple First Nation Bands, documentation from each First Nation Band Council must be provided.

Due to limited funding, if a First Nation has designated a First Nations-mandated post-secondary institute or Tribal Council to submit proposals on its behalf, the First Nation cannot submit an additional proposal.

Agents and service delivery organizations of federal departments and agencies are not eligible to submit a proposal for funding through this Call for Proposals.

Applicants must be up to date on their reporting for previously funded PSPP projects to be eligible to submit a proposal for funding through this Call for Proposals.

## 6. Expenditures

### 6.1 Eligible Expenditures

Eligible expenditures for the PSPP include the direct costs for First Nations and First Nations-mandated post-secondary education institutes to develop and deliver post-secondary education programs and courses for First Nation students that lead to the attainment of a post-secondary education credential.

This may include, but is not limited to:

- Salaries and benefits for instructors and employees
- Instructor/employee travel and accommodation (within the guidelines set out in Treasury Board of Canada Secretariat's Travel Directive: <https://www.njc-cnm.gc.ca/directive/d10/en>);
- Instructor materials;
- Costs for cultural activities (e.g., drum-making materials, traditional foods);
- Costs for Elders, Knowledge Keepers and guest speakers;
- Purchase of training services;
- Student support costs (e.g., counselling, tutoring, transportation, food, emergency child care), not to exceed 20% of the subtotal of costs;
- Costs associated with the development and publication of learning and/or instructional materials;
- Equipment rental or lease (operating leases only; capital leases are not eligible);
- Laptops and computers;
- Rental of facilities to host post-secondary activities; and,
- Administration costs (program management and reporting, office/general expenses, insurance), not to exceed 15% of the subtotal of costs.

### 6.2 Ineligible Expenditures

Expenditures associated with the development and delivery of programs or courses that are not for First Nation students are ineligible for PSPP funding. Other ineligible expenditures for PSPP funding include:

- Capital and maintenance costs;
- Permanent staff salaries (PSPP is not intended to provide core funding);
- Student tuition and student fees (if charged);
- Student books and supplies;

- Activities and costs that are already paid for through partnerships and by other funders, including government funders;
- Daily and ongoing activities of the applicant that are not related to the proposed project; and
- Basic income support (e.g., student living costs).

Other programs that could be leveraged to fund student tuition, fees, books, supplies and living costs include the Post-Secondary Student Support Program (PSSSP), the University and College Entrance Preparation Program (UCEPP) and the Indigenous Skills and Employment Training (ISET) Program.

## **7. Maximum Amount of Funding**

Due to limited funds, the overall maximum amount that can be applied for is up to \$300,000. Of this maximum, up to \$100,000 can be used for Program/Course Development or Adaptation. Applicants can submit proposals for delivery of more than one program provided that the overall maximum of \$300,000 is not exceeded.

## **8. Proposal Process**

Eligible proposals must:

- Be in accordance with these Guidelines, using the applicable electronic proposal template;
- Be 15 pages or less, not including attachments, in the case of Program Delivery proposals;
- Be 5 pages or less, not including attachments, in the case of Program/Course Development or Adaptation proposals;
- Be from a First Nation, or from a First Nations-mandated post-secondary institute or Tribal Council on behalf of a First Nation (including documentation from the First Nation Band Council designating the First Nations-mandated post-secondary institute or Tribal Council to submit proposals on its behalf, unless such documentation has already been provided to FNEESC);
- Provide an estimate of eligible costs to be incurred and request no more than the maximum amounts set out in section 8 of these guidelines; and
- Be signed and submitted by the deadline.

### **8.1 Submission of Proposal**

- Only proposals submitted using the applicable electronic proposal template will be considered.
- If the proposal is for program delivery, please use the Program Delivery proposal template. Program/Course development or adaptation costs can be included in a proposal for program delivery if they are related to delivery of the same program, and if both can be accomplished within the time period for which funding is approved.
- If the proposal is only for program/course development or adaptation, please use the Program/Course Development or Adaptation proposal template.
- Please refer to the proposal templates and instructions for details.
- Incomplete proposals will be ineligible.



## 11. Contact Information

Should you have any questions, please do not hesitate to contact FNEC at [pseallocations@fnesc.ca](mailto:pseallocations@fnesc.ca) or toll-free at 1-877-422-3672.

**Proposal Deadline:**

**4:30 pm on January 19, 2024**

Please submit complete proposals to:

Fax: 604-925-6097 Email: [pseallocations@fnesc.ca](mailto:pseallocations@fnesc.ca)

## APPENDIX A

### 2024-2025 BC First Nations Post-Secondary Partnerships Program

#### PROGRAM DELIVERY ASSESSMENT CRITERIA

Description and Rationale (30 points)	
<b>Criteria</b>	<ul style="list-style-type: none"> <li>• <i>A description of the program to be delivered is provided and is clear.</i></li> <li>• <i>Rationale for the need for the program is provided and is compelling.</i></li> <li>• <i>Benefits for students are described.</i></li> <li>• <i>Benefits to the community are described.</i></li> <li>• <i>Evidence of need is provided (e.g., reference to comprehensive community plan, economic development strategy, priorities of the First Nation, labour market information, projects in the region).</i></li> <li>• <i>Clear link between the identified need and the program to be delivered.</i></li> <li>• <i>If the program has been delivered in the community before, strong evidence of continuing need is provided.</i></li> <li>• <i>A potential pool of students is identified and there is evidence that sufficient students will be enrolled to justify the cost of delivering the program. Proposal identifies how students will be recruited for the program and recruitment activities are likely to be successful recruiting sufficiently qualified students.</i></li> <li>• <i>If students from another First Nations community will be recruited, a letter or email is attached from that community’s Post-Secondary Education Coordinator supporting the need for the program and indicating how many students from that community would likely participate in the program.</i></li> </ul>
Credits and Credentials (mandatory requirement – no points assessed)	
<b>Criteria</b>	<ul style="list-style-type: none"> <li>• <i>Credits and/or credentials to be received are named.</i></li> <li>• <i>One or more public post-secondary institution will accept the credential and/or credits for transfer.</i></li> </ul>
Program Delivery (25 points)	
<b>Criteria</b>	<ul style="list-style-type: none"> <li>• <i>Proposal indicates whether the program delivery model is face-to-face, online, or a blended model, and if delivery is online or a blended model the rationale for doing so makes sense.</i></li> <li>• <i>Instructor qualifications are provided and are appropriate. Instructors are from or have experience working with the community or other First Nations communities.</i></li> </ul>







<b>Criteria</b>	<ul style="list-style-type: none"> <li>• <i>Place to monitor and evaluate the project, and success measure(s) have been identified. Plan includes involving the First Nation, institute administration and/or leadership in measuring the project's success.</i></li> </ul>
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<b>Budget (10 points)</b>	
<b>Criteria</b>	<ul style="list-style-type: none"> <li>• <i>Realistic estimated costs are provided.</i></li> <li>• <i>Clear justification of the funding requested, including explanation of how amounts are calculated.</i></li> <li>• <i>Costs are directly related to the development of the program/course.</i></li> <li>• <i>Administration costs are no more than 15% of the subtotal of other costs.</i></li> <li>• <i>No more than \$100,000 is requested.</i></li> </ul>