

# 2025-2026 BC First Nations Post-Secondary Partnerships Program

## PROGRAM/COURSE DEVELOPMENT OR ADAPTATION ASSESSMENT CRITERIA

Name of First Nation or Organization	
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### Summary:

- **Program/Course to be developed:**
- **Timeline:**

### Checklist:

- 7 pages or less.
- Proposal is signed by an authorized signatory for the First Nation Band Council, First Nations-mandated post-secondary institute, or Tribal Council.
- If submitted by a First Nations-mandated post-secondary institute or Tribal Council, documentation has been provided designating the First Nations-mandated post-secondary institute or Tribal Council to submit proposals on behalf of the First Nation(s) served.
- All activities will be completed between May 1, 2025 and May 31, 2026.

<b>Description (5 points)</b>
<i>Criteria – Description</i>
<input type="checkbox"/> <i>Name of the program/courses to be developed or adapted is provided.</i>
<input type="checkbox"/> <i>Brief and clear description of the program/courses to be developed or adapted is provided.</i>
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<b>Rationale (20 points)</b>
<i>Criteria – Need for the Program</i>
<input type="checkbox"/> <i>Rationale for the need for the program/courses to be developed is provided.</i>
<input type="checkbox"/> <i>Rationale is compelling.</i>
<input type="checkbox"/> <i>Benefits for students are described.</i>
<input type="checkbox"/> <i>Benefits to the community are described.</i>

- Evidence of need is provided (e.g., reference to comprehensive community plan or economic development strategy, priorities of the First Nation, labour market information, projects in the region).
- Clear link between the identified need and the program/courses to be developed.
- If program/course is available elsewhere, the need for a new program/course to be developed or existing program/course to be adapted is clearly described and is compelling.

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### **Description of Planned Activities (50 points)**

#### *Criteria*

- A clear plan is described for developing or adapting the program/courses.
- Proposal describes what activities will take place, including the roles of the individuals conducting the activities and when the activities will take place.
- Courses to be developed or adapted are listed and described.
- Proposal states the timeline within which each course will be developed or adapted.
- Planned activities are achievable within the timelines available.
- Plan is well thought out and likely to be effective in achieving the intended result.
- Mechanisms are in place to ensure that traditional knowledge and intellectual property will be used and shared in accordance with the appropriate protocols and that the First Nation will retain ownership and copyright of the content.

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#### *Criteria – Instructor Qualifications*

- Proposal describes the roles of the individuals who will conduct the activities.
- Proposal describes the qualifications of the individuals who will be developing or adapting the curriculum.

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**Project Management and Evaluation (5 points)**

*Criteria*

- Plan is in place for managing the project, including project monitoring and oversight.*
- Plan includes reporting. Proposal names the individuals or positions who are responsible for managing the project and for reporting.*
- Success measures are identified.*
- There is a plan to evaluate the project.*
- Leadership of the First Nation will be kept apprised of the project and the outcome.*

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**Budget (20 points)**

*Criteria*

- Realistic estimated costs are provided.*
- All columns of the budget are completed in full.*
- Clear justification is provided for the funding requested.*
- Costs are directly related to the development of the program/courses.*
- Total cost is reasonable relative to the scope of the work (e.g., number of courses, extent of curriculum development).*
- Request of PSPP does not contain any ineligible expenditures.*
- Administration costs are no more than 15% of the subtotal of other costs.*
- No more than \$100,000 is requested.*

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