



MID COAST FIRST NATIONS TRAINING SOCIETY



Direct Course Purchase Program Description

OBJECTIVE

To purchase institutional training from public or registered private training institutions on behalf of clients.

To recommend training, that will promote self-sufficiency and the integration of clients into appropriate employment, as well as, meet labour market needs.

Description

Purchase of training contracts can involve the purchase of an entire course or a single seat in a given course.

In the case of purchasing an entire course consideration should be given to the itemization of costs associated with mounting a course to ensure that they are in line with costs offered by other service providers.

Course outlines and training plans should be included with the application and incorporated into the contract.

Types of training should be vocational in orientation, academic only to the extent that they may be considered preparation for vocational training. Basic job readiness training may also be considered.

Distance Education Course and on-line course purchases are eligible only for reimbursement of course costs upon proof of successful completion.

College and University Degree programs are not eligible for program funding. Specific non-degree courses that lead directly to employment may be purchased.

“Upgrading” programs are not eligible for program funding.

Duration of activities is negotiable up to 10 to 12 months.

To ensure service providers continued interest in maintaining standards, contracts are often written with a stipulated goal of “number of graduates”.



MID COAST FIRST NATIONS TRAINING SOCIETY



Eligible Employers

Aboriginal Bands/Band Councils
Not for Profit Employers (less than 100 employees)
Aboriginal and Non Aboriginal companies (sole proprietors, partnerships)
Aboriginal and non-aboriginal corporations without share capital
Churches and religious organizations
Community groups, charitable and voluntary organizations
Public health and public educational institutions

For profit employers
Aboriginal and Non Aboriginal companies (sole proprietors, partnerships)
Aboriginal and non-aboriginal corporations with share capital
Self-employed aboriginal persons
Federal corporation
Provincial corporations
Cooperatives
Private health and private educational institutions

Participant Eligibility

Must be First Nations/Inuit
Must be working age
Must be out of school for at least a year and no longer required by law to attend school
Must be long term unemployed (3 months or more)

Eligible Costs

The following are eligible costs, subject to negotiation:
Training cost – purchase of training course and materials from public or registered private institutions

Course costs must be reasonable and in line with comparable fees charged by other service providers.

Training Allowance:

Participants collecting Employment Insurance (EI) remain on EI

Participants not eligible for EI may be eligible to receive a monthly training allowance during training period



MID COAST FIRST NATIONS TRAINING SOCIETY



Individual training allowances have, in the past, been based on a scale, which took into account living situation, number of dependents, and travel assistance. More recently these scales have been abandoned in favor of a more flexible approach. While these same factors should continue to be considered, consideration should not be limited to them. They are provided here for reference only.

Training Allowances

Clients who are participating in a full time training program or course may be eligible for a Training Allowance to assist them with living expenses during their training session. A Monthly Budget Form must be completed to apply for these funds.

Training Allowance is not available for clients who are employed or in receipt of Employment Insurance Benefits.

Full time students may be eligible for the following:

- 1) \$ 1,000.00 per month for single students living away from home and/or who must relocate to another community or urban centre for the duration of their training program.
- 2) \$ 1,250.00 for clients living with dependents who relocate to another community or urban centre for the duration of their training program.

Dependent Care Allowance

Clients may be eligible for an additional Child Care Allowance of up to \$ 250.00 per month per family.

Travel Assistance

A commuting allowance of up to \$ 93.75 per week is available for travel in excess of 48 km each day (\$ 125.00 in northern Canada). Financial assistance is also available for long distance travel from home to the location of travel.

A client may also apply for a relocation/travel allowance for travel to outside communities or to urban centres for training.

As with all programming, the concept of “partnership” should be employed when negotiating training allowances. The client should be asked what they have to contribute to the training package.

Special costs are negotiable for persons with disabilities.



MID COAST FIRST NATIONS TRAINING SOCIETY



Application Review Process

Assessment time frame is six weeks.

Program officer reviews the proposal/application content for eligibility and content.

Proposals/applications are reviewed internally by Board of Director representatives.

The following documents are required:

Cover letter

Completed and signed original Application Form

Course outlines and locations, and if necessary, a copy off instructor/trainer's resume

Detailed training plan (include dates, time frames, number of hours, activities, and objectives)

Specify sponsor/partner contribution