

**Postsecondary Education
Fund for Aboriginal Learners (PEFAL)**



**Student Success Fund
for
Colleges & Universities**

**Proposal Guidelines
& Templates**

Indigenous Education Branch

**Ministry of Advanced Education and Skills Development
Effective March 2018**

1. PURPOSE

The Ministry of Advanced Education and Skills Development (MAESD) is committed to increasing Indigenous learners' access to and success in postsecondary education and training, and closing the participation and achievement gap between Indigenous and non-Indigenous people in the area of postsecondary education and training.

In 2011, the ministry released the Aboriginal Postsecondary Education and Training (APSET) Policy Framework) to guide the work of the ministry and its partners.

Funding of \$49.8M is available in 2018-19 to support the goals of the Framework and is distributed through the Postsecondary Education Fund for Aboriginal Learners (PEFAL). A total of \$18.19M is available in 2018-19 through the Student Success Fund for Colleges and Universities.

PEFAL encompasses three funding envelopes available to colleges and universities:

- **Student Success Fund for Colleges and Universities (SSF-C&U)** – proposal based funding for student focused services and programs that increase the number of Indigenous learners accessing and completing postsecondary education and training.
- **Targeted Initiatives Fund (TIF)** – available to colleges, universities, Indigenous Institutes and Indigenous stakeholder organizations for proposal based, time-limited initiatives that demonstrate best practices, pilot improvements to programs or services, are experimental, or that meet government priorities but fall outside the guidelines for the Student Success fund.
- **Indigenous Student Bursary (ISB)** – distributed to Indigenous students by colleges, universities and Indigenous Institutes.

Guidelines for TIF and ISB are available from the ministry separately.

2. FUND OBJECTIVES

Funding is available to colleges and universities to develop new or use existing services and programs to meet the following key ministry priorities:

- Increase the number of Indigenous learners accessing and participating in postsecondary education and training, e.g. enrolment and year-to-year retention in colleges and universities;
- Increase Indigenous learners' completion of postsecondary education and training programs resulting in degrees, diplomas and certificates, and/or apprenticeship registration and certification;
- Support/enhance/improve Indigenous learners' transitions from secondary to postsecondary education, undergraduate to graduate or professional studies, and pathways from postsecondary education and training to the workforce or continued education; and,
- Strengthen partnerships and collaboration in promoting Indigenous learners' access to and success in postsecondary education and training.

3. ELIGIBILITY CRITERIA

All publicly-assisted colleges and universities are eligible to receive funding, provided that they, at a minimum:

- a) Maintain an Indigenous/Aboriginal Education Council (IEC/AEC) such that Indigenous peoples are consistently and regularly engaged in decision-making within the institution:
 - Institutions should ensure that representatives from Indigenous communities/organizations have direct access to the Board of Governors and the Senate (e.g. by reserving a seat on the Board of Governors for an Indigenous representative or through representation from the President as a member of the Indigenous/Aboriginal Education Council).
- b) Maintain at least one Indigenous Counsellor position (broadly defined, Indigenous counselling includes culturally-sensitive counselling, mentoring, clinical counselling services, and/or other aspects of support to Indigenous learners within a counselling office).
- c) Establish and maintain public access to information on the institutional website about their Indigenous/Aboriginal Education Council (e.g. membership, terms of reference, minutes, etc.) and how the council can be contacted.

- d) Participate in activities to measure the performance of funded activities by reporting on outcomes using ministry-supplied templates and by sharing success stories with the postsecondary education sector.

4. ELIGIBLE ACTIVITIES

Funding is available to support the design and delivery of programs and services in the following categories:

1. Counsellors and/or Support Staff in counselling offices:
 - Indigenous counsellors, counselling services and support staff within a counselling office.

2. Student Support Initiatives (including but not limited to):
 - Outreach and Recruitment activities;
 - Assistance with application processes and registration (postsecondary programs, financial assistance etc.);
 - Career Planning;
 - Elders, Senators and Knowledge Keepers in Residence;
 - Mentorships;
 - Awareness Raising (e.g. cross-cultural workshops for staff, faculty, students, guest speakers, etc.); and,
 - Cultural Activities.

3. Academic Enrichment/Access Programs (including but not limited to):
 - Academic initiatives to increase access and improve retention (e.g. academic upgrading, targeted academic counselling, peer/faculty-led tutoring, assistance with writing and study skills);
 - Transition support from secondary to postsecondary education, from undergraduate to graduate or professional studies, from postsecondary education and training to the workforce or further learning;
 - Equitable admissions policies;
 - Employability supports for Indigenous learners (skills upgrading, job readiness skills, etc.);
 - The inclusion of Indigenous Knowledge into curriculum; and,
 - Incorporation of pedagogical techniques that meet the specific needs of Indigenous learners.

4. Partnerships, Community Engagement and Community-Based Program Delivery:
 - Off-set costs associated with delivering programs in Indigenous communities, distance education, and development/delivery of Indigenous-designated programs; and,
 - Community engagement activities that promote participation in postsecondary education or training.

5. Evaluation of any of the above:
 - Programs/projects should be evaluated against the goals of the APSET Framework including the expected outcomes in section two above.

5. INELIGIBLE ACTIVITIES

Ministry funding may not be used for the following activities:

- Capital and infrastructure (capital refers to large-scale renovation or construction-related activity);
- Research Chairs/Fellows, or other activities related to the development or support of research programs;
- Art or artifacts;
- Bursaries/scholarships programs;
- Core business eligible for support through the General Purpose Operating Grant (GPOG); and,
- Funding recipients must provide a rationale and seek prior written approval from the ministry before undertaking any potential travels outside Ontario for project activities.

6. PROPOSAL REQUIREMENTS

Institutions are not required to submit a Proposal for 2018-19. Instead, the ministry is providing institutions with an opportunity to revise existing work plans. [See attached *Student Success Fund Work plan Template*].

It is expected that work plan will continue to maintain:

1. Alignment with *Aboriginal Postsecondary Education and Training Framework*:
 - Responsiveness to the needs of Indigenous learners in the postsecondary or training setting;
 - Demonstration of how the institution is working towards/is committed to the objectives of the APSET Framework; and,
 - Indications of institutional commitment to sustainable, long-term programming.
2. Community Engagement:
 - Evidence of institutional commitment to engage with Indigenous communities/partners including an active and engaged Indigenous/Aboriginal Education Council.
3. Evidence of effective performance monitoring:
 - Tangible performance measures describing measurement of activities to monitor the efficiency and effectiveness of programs;
 - Description of the expected outcomes for each initiative over each funded year;
 - Description of how past results have been considered in program planning; and,
 - Plans for a program evaluation.
4. Evidence of effective financial planning and project management:
 - Cost-effective budget;
 - Administrative costs do not exceed 10%; and,
 - Adherence to the definition of eligible costs.

7. PAYMENT AND REPORTING SCHEDULE

- Institutions will be required to submit interim financial reports, and final program performance with financial reports for each year of the initiative;
- Funds must be expended within the fiscal year provided; and,
- A payment and reporting schedule and templates will be provided to institutions once final allocations are confirmed.

8. SIGNATURES AND CONTACT INFORMATION

Work plans must include:

- Any changes to the work plan must include Signatures of the Chair or Co-Chairs of the institution's Indigenous/Aboriginal Education Council; and,
- Institutional contact information.

9. PROPOSAL DEADLINE

- Work plans are due to the ministry **by April 20, 2018.**
- Institutions may email a signed copy (1 electronic copy) to the ministry by the above date to the attention of:

For Colleges:

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