



TRAINING, EMPLOYMENT & DEVELOPMENT FUND REQUEST

The Training, Employment & Development Fund is available to Georgina Island First Nation members and staff. The objective of this grant is to provide financial support to help overcome skill-based barriers. The focus of the grant is to help our First Nation members receive training and job development programs that will improve skills and employability.

The Employment, Training and Development Fund may be used for:

- Course costs such as the Driver's Education Course, Health & Safety course, etc.
- Fees for certificates, exams, and licenses
- Personal Safety Equipment
- Some transportation and accommodation costs related to training.
- Tuition fees that are not covered through Post-Secondary Education Department
- Top-up for subsidized staff wages (OTTER program training, summer student jobs)

How to apply:

Applications are available from the Economic Development Officer, Rachel BigCanoe at the Georgina Island Administration Office for pick up or you can email Rachel at Rachel.bigcanoe@georginaisland.com or tammy.duguay@georginaisland.com for a copy.

A completed application package **must be received at least two weeks prior to the training start date** to ensure that the Economic Development Department has adequate time to review and respond to the applicant.

The following criteria is used to determine funding approval:

1. Initial assessment to determine if request meets funding guidelines.
2. If the previous request for funding was approved and training was successfully completed.
3. The Economic Development Officer may require further information for clarification (ie. A business plan or education plan)
4. Once a decision is made, the applicant will be informed of the decision via email and/or telephone.
5. Upon approval, payment will be made directly to the learning or licencing institution or approved payee.
6. Upon completion of approved course or program, a copy of the certificate or licence must be sent to Rachel BigCanoe or Tammy Duguay in the Economic Development Office. Failure to provide proof of completion of the course or training could result in exclusion from any future funding.