

Frequently asked Questions and Answers

WHAT'S NEW

- New Fiscal Relationship's 10-Year Grant First Nations have full access to their budget allocation with no funds placed into Protected Pool; therefore, no need to apply for the Protected Pool.
- The 10-Year Grant provides full freedom to design programs and services based on community priorities; and, program terms and conditions are not applied or enforced. Students funded from 10-Year Grant funding should be included on Form 2 – and are not subject to the National Program Guidelines. However, any students you hope to fund from the General Pool (Form #3 & #4) will be required to follow the National Program Guidelines 2019-2020.
- The 2019-2020 National Program Guidelines have been approved, but are not yet published on the Indigenous Services Canada website. Once posted, they will be available at: <https://www.sac-isc.gc.ca/eng/1415377531020/1531401688567>
A copy of the final 2019-2020 National Program Guidelines is included in the PSE Call Package. We are still awaiting approval of the 2020-2021 National Program Guidelines.
- For students funded from the General Pool, the notable changes in the National Program Guidelines 2019-2020 are listed below:
 - the maximum amount payable per full-time student under PSSSP or UCEPP cannot exceed \$53,000/per year, an increase from \$50,000/per year. On an extraordinary and justified basis, the maximum amount payable per year for a student in an advanced or professional degree programs (for example, dentistry, medicine) or a Master or Doctoral program may exceed \$53,000 up to a maximum of \$90,000
 - Part time students may be awarded assistance for living allowances or travel, at a pro-rated amount
 - Administration costs must not exceed 15% of the sub-total amount requested before administration costs, an increase from 10%
 - Inuit students are now eligible to apply for the Inuit Post-Secondary Education Strategy funding; therefore, they are not eligible for PSSSP and UCEPP funding in 2020-2021

ELIGIBILITY

Q. Will grant First Nations receive the PSE enhancement?

A. Yes, the PSE enhancement funding is a 5 year commitment that will be distributed to grant First Nations calculated on a per capita basis (based on population on December 31, 2019).

Q. Will grant First Nations receive the escalator?

A. Grant funded First Nations will received an escalator (funding adjustment) to their Grant funding Agreement. The escalator funding methodology for 2020-2021 has not been determined. More Information will be shared with communities in the coming months.

Q. Are Grant First Nations eligible to apply for Protected Pool?

A. New Fiscal Relationship's 10-Year Grant First Nations have full access to their budget allocation with no funds placed into Protected Pool; therefore, no need to apply for the Protected Pool.

Q. Why is it not required to identify the Indian Registry System (IRS) number on Form #2?

A. The Grant funded First Nations are not subject to the National Program Guidelines as set for non-grant PSE applicants.

Q. Why are we identifying the Indian Registry System (IRS) number for eligible students from General Pool on Form #3 and #4?

A. The General Pool Application Forms #3 and #4 require IRS numbers as per section 5.2 Eligible Students in the National Program Guidelines 2019-2020, identifying students with their IRS number is required to demonstrate the eligibility of the students to receiving funding.

Q. What if we do not have enough space on Forms #2, #3 and #4 to list all of the students?

A. There is no limit to the number of students you can list on forms #2, #3 and #4 of the General Pool application. Please use as many additional forms as required.

Q. How will PSE funding be affected if we have many eligible students?

A. The NFR Grant budget allocation will remain the same for the students listed on Form #2. All eligible Students identified on forms #3 & #4 will be used to calculate the General Pool amount requested. Submitting application does not guarantee that all eligible students from General Pool list will be funded. General Pool represents the remaining unused protected pool in the region from First Nations that have not applied for all of their protected pool by June 26, 2020.

Q. We have an eligible student who is going to attend an Indigenous Adult & Higher Learning Association (IAHLA) institute. Will this student be funded?

A. For General Pool funding, the student may be eligible for funding if the IAHLA institute has an arrangement with a BC post-secondary institution that will grant the diploma, certificate or degree upon program completion. Additionally, the program must meet the criteria for eligibility as noted in Section 5.3 of the National Guidelines.

Q. What determines the eligibility of a program?

A. For students requesting from General Pool funding, the following criteria determines the eligibility of a program:

- The completion of secondary school studies, or the equivalent as recognized by the post-secondary institution or the provincial/territorial ministry of education, is required; and,
- Delivered at an eligible institution as defined in section 5.4 Eligible Institutions in the National Program Guidelines 2019-2020;
- UCEPP must provide the student with the necessary courses to attain the academic level for post-secondary institution entrance.

For detailed information, please refer to 5.3 Eligible Programs in the Post-Secondary Student Support Program and University and College Entrance Preparation Program: National Program Guidelines 2019-2020. A copy of the final 2019-2020 guidelines is included in the PSE call package.

Q. What costs are allowed and where can we find more information?

- A.** For the NFR Grant budget, funding can be allocated as determined by the First Nations. However, any costs or expenditures related to student funded from the General Pool must be in accordance with the National Program Guidelines (2019-20). A copy of the final 2019-2020 guidelines is included in the PSE call package. Additionally, expenditures should also be in accordance with your Local Operating Guidelines.

Q. What priorities will be considered in the review process?

- A.** At this time we are not indicating priorities. If demand exceeds the funds available in the General Pool, allocations may be prorated. If demand does not exceed the allocations available in the pool, all applications will be fully funded.

Q. How do we find eligible institutions and programs?

- A.** You can find a list of eligible post-secondary institutions from this website:
<https://www.canada.ca/en/employment-social-development/programs/post-secondary/designated-schools.html>

For the General Pool application, please refer to section 5.3 Eligible Programs and 5.4 Eligible Institutions in National Program Guidelines (2019-2020). Please note that there are some educational institutes that are recognized to deliver post-secondary programs by arrangement with an eligible post-secondary institution. In these cases, please indicate the institute along with the post-secondary institution granting the diploma, certificate, or degree.

Q. What if an institution is not listed as an eligible institution?

- A.** There may be institutions that meet the eligibility requirements but are not included on the list. If you encounter this, please contact an Allocation Officer for verification. The Allocation Officer email is: aadnc.bcfspallocationofficer.aandc@canada.ca

APPLICATION / PROPOSAL

Q. How do we apply for General Pool funds?

- A.** Complete the following PSE Application forms:
- Form #1: 2020-2021 Post-Secondary Education (PSE) General Pool Application Summary – for 10-Year Grant First Nations
 - Form #2: List of Students – for 10-Year Grant Funding Only
 - Form #3: List of Eligible PSSSP Students from General Pool
 - Form #4: List of Eligible UCEPP students from General Pool

Any eligible expenditure above your initial allocation can be considered as a general pool request.

Q. Where do we submit the PSE General Pool application?

- A.** Please submit the completed forms to BC Reports at: aadnc.bcreports.aandc@canada.ca
BC Reports will send a confirmation email stating the application has been received successfully.

Q. How much can we apply for in General Pool?

- A.** There is no limit to the amount you may apply for, providing all students and institutions are eligible and the total cost of expenditures for each student does not exceed the maximum allowable payment as defined in the National Program Guidelines.

All approved General Pool allocations must be spent on eligible activities that occur in 2020-2021 by March 31, 2021.

FUNDING

Q. How are Post-Secondary Allocations being calculated in 2020-2021?

- A.** The 10-Year Grant First Nations allocation is based on a per capita regional allocation using the total population as of December 31, from the year the First Nations entered into a Grant Agreement.

Q. What is the Post-Secondary General Pool?

- A.** The general pool represents the remaining unused protected pools. Unused protected pools are from First Nations Communities who have not applied for all of their protected pool by June 26, 2020. Grant First Nations can apply for General Pool funds. However, submitting an application does not guarantee that a general pool allocation will be approved, as there may not be a general pool if all First Nations submit applications equal to their protected pool.

Q. How is the General Pool allocation calculated?

- A.** The general pool is calculated using a base plus per capita funding methodology. Once the general pool is determined, the number of First Nations that identified a greater need above their initial and Protected Pool (for non-grant First Nations) budget is used to calculate the base. The per capita formula will be calculated using the 2020/21 funding levels once the base is determined.

Q. What are the conditions for General Pool funding?

- A.** The following conditions must be met for the General Pool funding:
- Recipient must identify additional need beyond Grant funding.
 - Delivery requirements for the program, service or activity must be fulfilled in the fiscal year for which the funds were provided.
 - Unexpended FIXED Funding is spent in the one-year period immediately following the fiscal year for which the funds were provided.
 - Unexpended FIXED Funding is used to fund similar projects which are consistent with the program objectives OR within a plan accepted in writing by ISC submitted within 120 days from fiscal year end.
 - Expenditures must be reported in accordance to the Reporting Guide.

Q. How do we know when and how much money we will be getting from this pool?

- A.** A confirmation of any additional allocation that your First Nation will receive will be sent in the beginning of August, 2020.

Q. Why is the department not using 2019-20 audit information on Form #1?

A. The 2019-20 Annual Audited Financial Statements are due on **July 31, 2020** and the PSE applications must be reviewed before July 31, 2020.

Q. What are the maximum amounts allowed for administration costs?

A. For General Pool funding, administration costs are not to exceed 15% of the sub-total amount requested from General Pool before administration costs. Eligible administration costs include only the actual costs associated directly with administering the PSSSP/UCEPP funding. Eligible expenditures could include the following costs:

- salaries and benefits of personnel directly employed in the administration and delivery of the funding. In the case of multiple responsibilities, the portion of the salary to be included under administration costs should be proportional to the amount of time spent fulfilling PSSSP and or UCEPP duties;
- materials and resources required for the management of funds;
- rent and utilities;
- printing and communications costs, including web presence;
- travel and accommodation;
- the collection, maintenance, and reporting of data and information in accordance with program and financial reporting requirements; and,
- costs associated with ensuring that personal information is appropriately managed and safeguarded during its collection, retention, use, disclosure and disposal.

Q. How do we determine the amount to be requested from General Pool?

A. The PSE application forms are used to apply for all funding which includes the Initial Allocation and General Pool requests.

To determine the amount of funds you require, you must list all of the eligible students on Form #2 List of Students – for 10-Year Grant Only, Form #3 List of Eligible PSSSP Students from General Pool, and Form #4 List of Eligible UCEPP Students from General Pool. If your List of Eligible Students is greater than your Initial Allocation plus the prior year unexpended funds (if any), then you will need to submit an application to receive General Pool funds. Please see the examples below.

Example – For grant First Nations:

A First Nation has an Initial Allocation of \$70,000. Their List of Eligible students adds up to \$75,000. First, they would apply their initial allocation of \$70,000 against the requirement of \$75,000. They still have \$5,000 in funds required after applying their initial budget. This leaves \$5,000 to be submitted as a General Pool Request (as demonstrated below) for a total request of 75,000).

#	Budgetary Items	Amount \$
1	2019-20 Unexpended Funding	0
2	Initial Allocation in 2020-21	\$70,000
3	Total Budget in 2020-21	\$70,000
4	Amount Required on List of Eligible Students	\$75,000
6	Less Current Budget (#3)	\$70,000
5	Amount required from General Pool	\$5,000

Q. When do program dollars need to be spent by?

A. Program dollars should be spent by March 31, 2021.

Q. How do I get Contingency (Emergency) Funding?

A. The Post-Secondary Student Support Program (PSSSP) and University and College Entrance Preparation Program (UCEPP) National Program Guidelines 2019-2020 no longer include a provision for First Nation Communities to set up a Contingency Fund. Students requiring emergency funding may wish to contact their post-secondary institution as some institutions may have emergency funds available.

REPORTING

Q. What is the difference between the PSE application and the Annual Register of Post-Secondary Education Students report?

- A.** The purpose of the PSE application process is to demonstrate a need for PSE funding in order to access protected pool funding (not applicable for NFR) and general pool funding. The purpose of the Annual Report is to account for all PSE funds received and expended (including NRF budget and general pool), which is done by providing a detailed list of funded students. There is recognition that circumstances change, and so while it is anticipated that planned and actual spending would be similar, a First Nation is not bound to support only the specific students listed on their PSE application and can use PSE funds to support any student deemed eligible, within available budget. A student should only be included in the annual register if they received PSE funding for the given year, and they should be included even if they weren't listed on the PSE application.

Q. When is the Annual Register of Post-Secondary Education Students report due for 2020- 21 funding?

- A.** The report is due **August 31, 2021** (DCI # 4016769)
Note: The report should include all students who received funding in the fiscal year just completed.

Q. Where can I find more information on the PSE reporting requirements?

- A.** In July 2021, we will be sending you a pre-populated Annual Register of Post-Secondary Education call package for you to update (DCI # 4016769).

Reporting requirements remain as usual. The link is found at:

<https://www.aadnc-aandc.gc.ca/eng/1385559716700/1385559777677>

Please bookmark this website for reference.