


First Nations and Inuit Youth Employment Strategy 2023 - 2024 Skills Link Program New Online Form Introduction

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23-24 FNIYES Skills Link Program (Skills.Link) Proposal Form

The image shows a grey rectangular box containing the 'fnesc' and 'FNSA' logos at the top right and the text '23-24 FNIYES Skills Link Program (Skills.Link) Proposal Form' centered below them.

Introduction

Purpose: Skills Link Education Program funding is to support the development and enhancement of essential employability skills among First Nation and Inuit youth.

Confidentiality and use of data:

First Nations Education Steering Committee is committed to protect the confidentiality of the information collected and to protect your privacy. We have taken appropriate action to ensure only necessary information is collected for the purpose mentioned above. Only authorized FNESC staff will have access to individual answers in this form and will implement FNESC privacy and security policies.

Questions and contact information:

If you have any questions or concerns about this form, please contact Sonia Okogbaa (Officer, Funding Program) at sonlao@fnesc.ca.

Important information:

1. PROPOSAL Due :
2. **Avoid** using special characters when referring to cost or amounts in the Expenses section. They can sometimes interfere with the coding of math calculations, causing errors or misinterpretations.
3. **Note:** The "Save & Continue" is a feature in Alchemer that allows respondents to save & continue all the form progress up to that point is saved (including on the active page). Find this feature after the first page in the top-right of the second page, and proceed to enter your professional email address(only), within 5 minutes you will receive a link to return to your Proposal later.

We are introducing a new **proposal online** form for the 23-24 Skills Link Program. The new form is created within Alchemer and can be accessed through a link provided via email or found on both our websites at www.fnesc.ca or www.fnsa.ca under the 'Funding Programs' tab.

Some things to note regarding the new form:

1. Open the proposal by clicking the provided link. The Skills Link proposal should open within your internet browser. Please note: ensure the link you're clicking on comes from a trusted FNESC source, for example, the Officer, Funding Programs or directly from our website.
2. Before completing the proposal, review the following documents:
 - Skills Link Program Guidelines
 - Skills Link Suggested Activities Resource
 - Always note the proposal submission deadline/reporting deadlines.
3. When you're ready to fill out the proposal, follow the prompts and complete each section as required.

Please kindly note: If you require additional activity pages, please reach out to soniao@fnesc.ca – for example, due to software limitation, the form will only allow you to fill out max. 10 Mentored Work Placements.

4. When entering numbers, please do not enter special characters such as \$ dollar sign – only enter actual numbers.
5. When entering, form will calculate totals per activity and per placement. That being said, you will need to calculate the sub total of your overall proposal. For example, if you have three Science and Tech activities you'll need to add up the total of each of the three science and tech's to calculate and enter the sub total amount of your program.
6. Submit the form: Once you are satisfied that the form is complete and accurate, submit via submission button on final page. You should receive a confirmation message or email that the form has been submitted successfully and you'll receive a pdf. copy of your workplan.
 - If you need to make changes after the form is submitted, contact soniao@fnesc.ca, she can send you a link to access and make changes to the form.

If you have any questions or concerns, please reach out to Sonia Okogbaa, Officer, Funding Programs at soniao@fnesc.ca.

Proposal Deadline: July 17, 2023

Final Report Deadline: March 22, 2024