**23-24 GRANTS FOR CAPACITY DEVELOPMENT FOR**

**FIRST NATION EDUCATION GOVERNANCE:**

**LETTER OF INTENT**

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| **Name of First Nation:** |
| **Contact Name:** | **Email:** | **Contact Phone:** |
| We would like to access our governance capacity development grant |  | We have adequate funding available, and we do not intend to access this grant |  |
| **If you want to access your grant, amount requested** (*must not exceed amount shown on page 1)* |  $  |
| **Activities to be undertaken (please check all that apply, and provide a description of the related activities)**  |
| **Activities to Support Governance Related to Public Education and/or First Nation Schools** |
| Professional development for topics such as confidentiality, conflict of interest in education governance, education advocacy, education funding and financial management, education-related human resource management, and information and communications technology management and policies. *Please describe.* |  |
| Developing and/or formalizing the Governing Authority’s structure, Terms of Reference, meeting procedures, etc. – possibly involving access to consulting / legal advice, as needed. *Please describe.* |  |
| Establishing and maintaining external partnerships, accessing information, and building knowledge for participating in policy and program development with partners. *Please describe.* |  |
| Developing or reviewing / updating community education and/or First Nation school policies. *Please describe.* |  |
| Enhancing the Governing Authorities’ promotion of family and community engagement for education transformation, including formalizing mechanisms for parents / caregivers to exercise their roles and responsibilities and participate in education decision-making. *Please describe.* |  |
| Facilitating information sharing mechanisms to involve the community in discussions of education issues and concerns. *Please describe.* |  |
| Accessing training / support for interpreting and monitoring student achievement data to monitor improvement and plan for continued growth. *Please describe.* |  |

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| **Specific Activities to Support Governance of Education Services Related to the Public Education System** |
| Preparing for or undertaking consultations with school districts regarding Local Education Agreements, the new provincial professional learning day for educators focused specifically on Indigenous education, or other issues as relevant. *Please describe*. |  |
| **Specific Activities to Support the Governance of First Nation Controlled Schools** |
| Establishing or reviewing the First Nation school’s mission and vision, possibly involving consulting support and/or using surveys or meetings / gatherings to gather input from families and other community members. *Please describe*. |
| **Specific Activities to Support the Governance of First Nation Controlled Independent Schools** |
| Accessing training / advice in regard to Society Act and/or BC Independent School Act requirements. *Please describe.* |  |

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| **Planned Budget Expenditures** | **Cost** |
| Meeting costs (including facility rentals, meeting rooms, audio-visual, hospitality, child care, communications with First Nations and education partners) | $ |
| Project Coordinator/other short-term staff for program implementation (*please indicate the FTE or hours required*) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | $ |
| Elder honoraria | $ |
| Professional / consulting fees (*please briefly describe the purposes and the days / hours to be funded*) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | $ |
| Legal fees (excluding litigation) (*please briefly describe the purposes and the days / hours to be funded*) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | $ |
| Materials / supplies (please briefly describe) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | $ |
| Sub-total | $ |
| Admin fees: (not to exceed 15% of the total costs) |  |
| **Total Budget** | **$** |

**Amount requested must total no more than the allocation specific to your First Nation.**

**REQUIRED**

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| Name of First Nation representative (e.g. Education Director / Coordinator, Band Manager, Chief or Councillor, etc.) confirming support for the activities outlined in this Letter of Intent.  |  |
| Title |  |
| Signature |  |
| Date |  |

**Please Submit LOI by November 14, 2023**

Completed Letters of Intent can be emailed to: **Soniao@fnesc.ca**

Interim Final Reports for funded projects will be due **March 15, 2024**

Final Report will be due by **Friday, May 31, 2024**