

UMBRELLA FINAL AGREEMENT IMPLEMENTATION PLAN

ANNEX C

INFORMATION STRATEGY

CYI will implement a general information strategy to enhance community and public awareness of the provisions of the Umbrella Final Agreement and UFA Implementation Plan.

The information to be provided will be limited to a "general" approach focusing initially on the UFA and the UFA Implementation Plan, This strategy excludes information that may be required in relation to amendments of the UFA.

The Council for Yukon Indians Leadership will have the final authority in relation to the disbursement of funds for communications activities.

The communications activities of CYI will be coordinated with the communications activities of the other Parties and of the Boards and Commissions. Coordination of activities will ensure that costly duplication of communications activities is avoided.

Process

To facilitate coordination of activities and messages, the Parties shall undertake to share advance drafts of communications materials directed towards general public awareness produced under this strategy prior to release.

In addition, the Parties shall meet at least annually to discuss issues including communications activities of all Parties directed towards general public awareness, budgets and production schedules for the coming year.

Activities

The communications activities of CYI will focus on the following areas:

Communication Facilitators Workshop: Each Yukon First Nation will identify a person to act as a local communications facilitator. The workshop will address

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providing facilitators with the necessary information to undertake local communication activities.

Land Claims Briefing Book: A briefing book will be developed and distributed to the Parties. Media will be provided the information through a media workshop.

Video Aids: At least two videos will be produced. These videos will be of broadcast quality and will be available for the use of the media.

Advertising/Promotion: A series of radio and television spots will be developed. These will be available for the use of all media. Additionally, press releases and story ideas for local media will be developed.

Central Newsletter: A newsletter will be developed on a regular basis and inserted in each issue of Dan Sha. Articles from this newsletter would also be available for publication by the other print media.

Information products which are represented to be the product of all Parties shall be approved by the Parties prior to release.

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ANNEX D

PROCESS TO IDENTIFY GOVERNMENT PROGRAMS WHICH SHOULD BE MODIFIED TO ASSIST IN THE IMPLEMENTATION OF SETTLEMENT AGREEMENTS (UFA 28.3.3.5)

As soon as practicable following the effective date of Settlement Legislation, representatives of Canada and Yukon will meet with representatives of Yukon First Nations. Canada, Yukon and Yukon First Nations will identify the existing Government programs, other than those training programs referenced in UFA 28.8.3, which may need to be modified to assist in the implementation of the Settlement Agreements. The parties will establish priorities for discussions of specific program sectors and programs which may require modification. Government program reviews will be adjusted to the greatest extent possible to accommodate the priorities established by the parties.

Within a reasonable period of time after the initial meeting, representatives of the parties will hold follow up meetings in order to consider in more detail Government and Yukon First Nation input with respect to specific program sectors and/or specific programs which may require modification. To the extent possible, Government and Yukon First Nations will propose, for discussion, specific modifications to existing programs. In the case of Government, the representatives participating in these meetings will be senior officials with program authority in relation to the sector(s) under discussion. These meetings may include Government policy and program delivery staff to assist the process with respect to any proposed modifications.

Within a reasonable period of time thereafter, which may vary depending on the nature and extent of the modification required, each Government will develop draft proposals for the substance and timing of program modifications. Prior to finalizing any proposals, the Governments will consult with the Yukon First Nation representatives.

Once Government has approved the program modifications, Government shall notify the parties providing:

- a description of the modifications that will be made to each program; and
- a schedule within which Government will implement the modifications.

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Until the modifications to the identified programs have been completed, each Government shall provide annual progress assessments to the parties.

Federal programs may be modified in respect of their application in Yukon to assist in the implementation of Settlement Agreements in the Yukon.

The need to assist in the implementation of Settlement Agreements will be a policy consideration in the development of new Government programs.

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ANNEX E

ARRANGEMENTS FOR TRAINING AND THE TRAINING POLICY COMMITTEE

Training Policy Committee

1. Composition

The Training Policy Committee ("the Committee") is to be composed as described in UFA 28.7.1 to 28.7.3. For implementation purposes, it is important to note that Committee members are representative of the nominating Parties and that Government nominees are to be senior officials with authority to represent Government in education and training matters. All required nominations to the Committee were made and approved prior to Government ratification of the Umbrella Final Agreement.

2. Mandate

The mandate of the Committee is set out in UFA 28-7.4 and is expected to be addressed as follows:

(a) Training Plans

The Committee shall assist and support CYI and Yukon First Nations to develop the training plans required for implementation of the UFA and Yukon First Nation Final Agreements.

The training plans are expected to identify the minimum skills and competencies which must be held by those who will work in implementing the agreements. Each Yukon First Nation training plan should match available skills and competencies held by Yukon First Nation members with the skills and competencies required for implementation of the agreements. Any resulting training gaps and the number of individuals desiring the required training should be identified.

The Committee should identify the urgent generic training needs of the largest possible number of Yukon First Nations and address those needs on a priority basis. Those needs not immediately addressed should be listed and prioritized for action.

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It is expected that the CYI representatives on the Committee will consult with CYI and the Yukon First Nations prior to finalizing decisions in the Committee.

(b) Training Programs

The Committee should review all existing programs which can address the training requirements identified by the training plans and recommend changes to those programs in accordance with the needs and priorities for action. It is expected that program delivery may require change in order to facilitate enrollment and participation by individuals identified through the training plans.

Where program modification is not a feasible alternative to meet identified training needs, due to cost, timeliness or other factors, the Committee is expected to develop and negotiate the delivery of new training programs or activities that are appropriate.

The Committee is expected to investigate and, where appropriate, recommend the integration of existing training programs or support systems for those programs. The purpose is to minimize the need to establish new programs that require a net financial contribution from the Training Trust "(the Trust").

In the review, modification, design or integration of training programs and activities, the Committee is expected to consider the values and culture of Yukon First Nation trainees, as well as the non-academic needs of trainees for transportation, day-care, housing, counselling, financial support and other support. These factors should be incorporated in the design of all training plans and programs.

(c) Consultation and Co-ordination

The Committee is expected to ensure there is an ongoing process in which Yukon First Nations are consulted and their input is solicited as Yukon First Nation Final Agreements are negotiated and concluded and implementation plans are developed. The purpose is to ensure that the needs of all Yukon First Nations are identified and met.

The Committee is expected to determine the training plans, training programs and related expenditures on the bases of fairness to all Yukon First Nations and of equity among them, regardless of the timing of the completion of each Yukon First Nation Final Agreement or Implementation Plan.

The Committee, by December 31, 1993, shall investigate and report to the Parties upon:

UMBRELLA FINAL AGREEMENT IMPLEMENTATION PLAN

- (a) the possibility and desirability of establishing a one-window approach to meeting Yukon First Nation training needs, including the possibility of transferring to the Trust or some other appropriate financial vehicle the federal, territorial and Yukon College funds dedicated to the training of Yukon Indian People;
- (b) ways of increasing the co-ordination and cooperation among all the Boards and Committees charged with the provision of advice with respect to Yukon First Nation training, including the possibility of amalgamating all Yukon First Nation representation into one structure; and
- (c) ways of increasing the level of consultation with Yukon First Nations and response to Yukon First Nation needs through the implementation of existing or future labour force and training agreements between Canada and Yukon.

3. Workplan

The workplan of the Training Policy Committee dated June 29, 1992 is attached to and forms a part of this Annex E.

4. Funding and Administration

Canada will provide \$100,000 (1992\$) one-time as soon as practicable after the effective date of Settlement Legislation and \$75,000 (1992\$) per year for the activities of the Training Policy Committee in the discharge of its mandate outside the Trust. This sum will be delivered to and administered by CYI by way of unconditional grant.

It is expected that this funding will not be sufficient to enable the Committee and Yukon First Nations to properly develop training plans and to fully meet the training needs and program requirements which arise from the UFA and Yukon First Nation Final Agreements. The Parties should therefore work co-operatively to assist the Committee and Yukon First Nations to access available programs to those ends.

The Training Trust

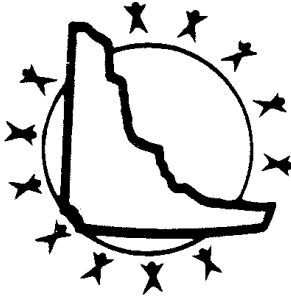
The Training Policy Committee is required to develop guidelines for the expenditure of money from the Trust and to expend Trust funds in accordance with the approved work plan.

It is understood that, on or before the effective date of Settlement Legislation, a suitable indenture to establish the Trust will be executed by the appropriate parties and that the contributions contemplated by the UFA will be made to the Trust.

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It is expected that, as a matter of policy, the Training Policy Committee will have recourse to the Trust fund only as a last resort for financing any training program, training activity or support service or program for Yukon Indian People who are trainees. The Committee should endeavour to secure funding from Government or private sources to meet training costs to the greatest possible extent.

Otherwise, it is expected that the only expenditures to be charged against the Trust fund by the Committee will be those expenditures which are authorized by the UFA and the trust indenture to be charged.



TOGETHER TODAY... FOR OUR CHILDREN TOMORROW

COUNCIL FOR YUKON INDIANS

11 NISUTLIN DRIVE WHITEHORSE, YUKON TEL: (403) 667-7631
Y1A 3S4 FAX: (403) 668-6577

MEMORANDUM

Date: 8 March 1993
To: Cheryl McLean
Implementation Coordinator
From: Nancy Sinnott, Chair
Training Policy Committee
RE: WORKPLAN - TPC

This will confirm that the workplan of the Training Policy Committee remains unchanged in spite of our review of the workplan in August and again in November of last year.

Revisions to the workplan would be necessary if the Yukon Land Claims Implementation Training Strategy was approved by the CYI's Leadership in October, 1992.

It is expected that the workplan will need minor revisions from time to time, however, the six objectives identified and their activities will continue to serve the TPC in its role as defined by Chapter 28 of the UFA.

If you should have any questions or concerns, please do not hesitate to call me at 996-2265.

NS/amp

cc: TPC Members
TPC Coordinator

TRAINING POLICY COMMITTEE

WORK PLAN

92/06/29

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WORK PLAN

OBJECTIVES, TASKS AND ACTIVITIES

TRAINING POLICY COMMITTEE WORK PLAN

INTRODUCTION

Under the Umbrella Final Agreement of the Land Claims Settlement, the Training Policy Committee is mandated to undertake several important responsibilities. One of these responsibilities is the development of a work plan to be submitted to the parties to the Agreement. This work plan is to guide the Training Policy Committee in the accomplishment of their mandate.

This document represents a work plan as approved in principle by the Training Policy Committee on June 29, 1992. The document is composed of several sections in order to assist the reader and the personnel who will be responsible for implementing the activities included in the work plan itself.

The introduction is intended to give an overview to the document itself and briefly explain the contents and purpose of each section. Included in the introduction is a diagrammatic representation of the work plan and how the different sections were developed and organized. Working from the Umbrella Final Agreement, Chapter 28 and the mandate provided to the Training Policy Committee, six primary objectives were developed, from which discrete tasks then individual activities were identified. Following this exercise, an action plan was prepared for each objective, task and activity which included costs, timeframes, recommended processes for accomplishing and the assignment to the appropriate personnel.

The second section includes two "Work Plan Guidelines". One details the process the Training Policy Committee will undertake in approving, reviewing and revising the work plan. The second guideline outlines the requirements for a policy and procedures manual.

The third section provides for the complete work plan arranged by objective, tasks and activity. The objectives are arranged chronologically. In later sections the tasks and activities are arranged chronologically.

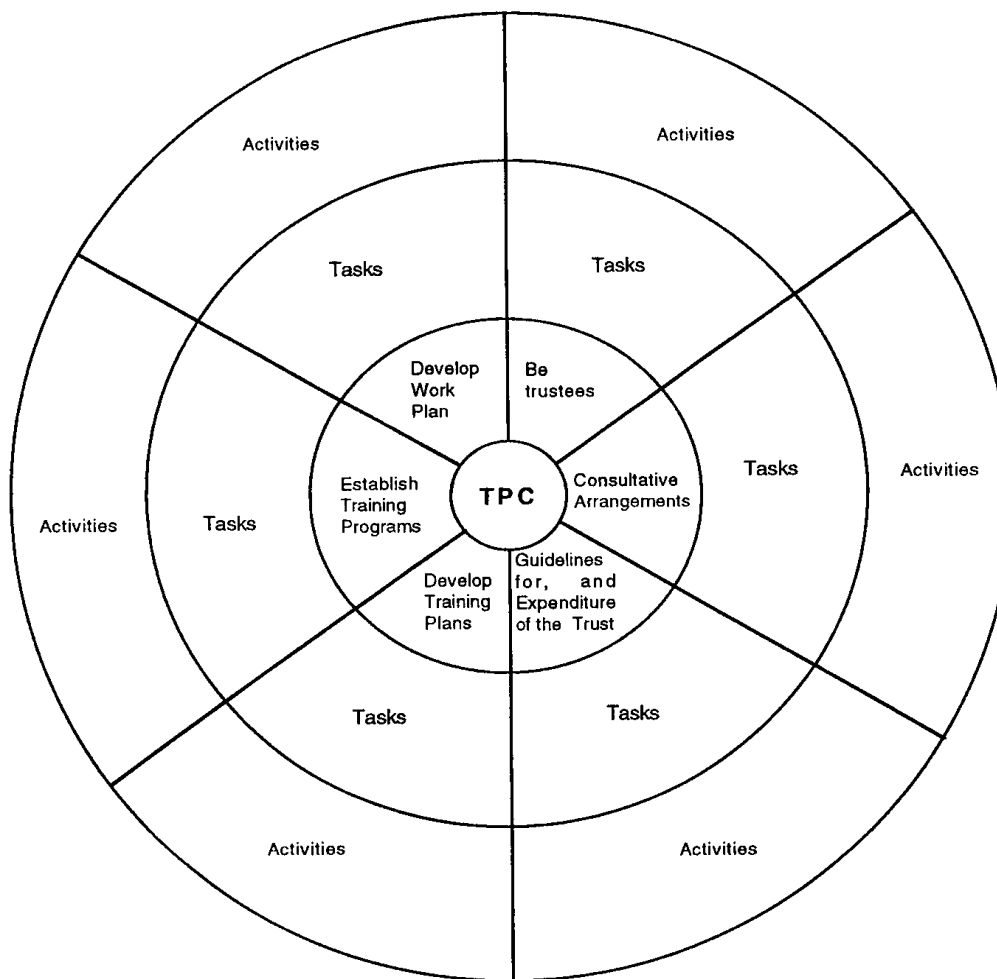
The fourth section provides for a diagrammatic and tabular representation of the tasks required to complete each objective. These tasks are arranged chronologically.

The fifth section provides the complete action plan, including responsibility assignment, recommended process for undertaking the activity, timelines and estimated costs.

The sixth section outlines the anticipated budget requirements for the accomplishment of the entire work plan. Modifications may be required depending on the management structures which may be approved by the Training Policy Committee.

It is important to note that other documents have been prepared by the Training Policy Committee to guide its work. Of particular note, is the Training Policy Committee mandate statement which details the guiding principles under which it is to operate.

TRAINING POLICY COMMITTEE OBJECTIVES



WORK PLAN GUIDELINES

TRAINING POLICY COMMITTEE

WORK PLAN GUIDELINES

1. Study all the tasks and activities of the workplan for each objective to determine if they adequately meet the requirements of each objective.
2. Analyze the tasks and activities individually to determine which can be completed by:
 - the TPC immediately without assistance;
 - the TPC with training;
 - the TPC with assistance of professionals;
 - assigning the work to a consulting firm;
 - an employee of the TPC; or
 - by other working groups or individuals as deemed appropriate.
3. Obtain assistance, as necessary, to achieve the approved objectives by:
 - determining training and/or professional needs;
 - outlining appropriate training or position descriptions;
 - preparing proposals as required;
 - securing funding;
 - advertizing;
 - interviewing, selecting and orienting (cultural and organizationally) persons/firms;
 - monitoring and evaluating training or assistance
4. Assign and monitor tasks and activities of the workplan for each objective which will include:
 - the assignment of initial tasks and activities as appropriate with deadlines for completion
 - the evaluation of initial tasks and activities prior to deadlines and provide for revisions as required
 - the assignment of remaining and/or revised tasks and activities
 - the evaluation of any remaining tasks and activities and provide for revisions as required

(revised -92/06/11)

TRAINING POLICY COMMITTEE

WORK PLAN GUIPELINES-II

1. Research and document the guiding principles of the organization
2. Research other foundations/trust funds/developmental organizations/societies within and outside of the Yukon for models which have similar capabilities to the TPC.
3. Research the legal requirements of a policy and procedure manual as set in various labour and corporate legislation applicable in the Yukon.
4. Develop an appropriate personnel policy manual.
 - develop an appropriate procedural approach to each policy.
 - have the Trustees approve each personnel policy.
5. Develop an appropriate operational policy manual.
 - develop an appropriate procedural approach to each policy.
 - have the Trustees approve each operational policy.
6. Develop an appropriate programming policy manual.
 - develop an appropriate procedural approach to each policy.
 - have the Trustees approve each programming policy.
7. Implement the approved policy manual with the corresponding procedures.
8. Test the policies over a specific period of time. (NOTE: Resist changing policy, but instead adjust procedures as necessary - management responsibility).
9. Change policy only as a result of philosophic adjustment within the organization.

(revised 92/O6/I6)

TRAINING POLICY COMMITTEE

OBJECTIVE 1: TO DEVELOP A WORKPLAN TO BE INCLUDED IN THE UFA IMPLEMENTATION PLAN

WORK PLAN (92/06/12)

TASK 1:
To determine the objectives to be undertaken by the TPC

- Activities:
1. review the mandate of the TPC as provided for in the UFA, Chapter 28
 2. prioritize individual mandate items chronologically
 3. identify for each mandated item, an objective for implementation
 4. identify and review any additional objectives which may be assigned or requested of the TPC and determine the mandate and capability of the TPC to achieve the objective

TASK 2:
To determine the tasks involved in each of the objectives set for the TPC

- Activities:
1. analyze each objective and identify separate tasks which need to be undertaken to accomplish the objective
 2. prioritize and list the tasks chronologically
 3. identify and review any additional tasks which may be assigned or requested of the TPC and determine the mandate and capability of the TPC to undertake the task

TASK 3:
To determine the activities needed to implement each task identified for the objective

- Activities:
1. analyze each task and identify required activities which need to be undertaken to accomplish the task
 2. prioritize and list the activities chronologically
 3. identify and review any additional activities which may be assigned or requested of the TPC and determine the mandate and capability of the TPC to undertake the activity

TRAINING POLICY COMMITTEE

WORK PLAN (92/06/12)

TASK 4:
To develop action plans from the objectives, tasks and activities

- Activities:
1. review and chart activities which have already been completed and new activities yet to be completed
 2. determine timeframes, process, assignments, resources and expected outcomes of each task yet to be completed
 3. review all activities to determine the inter-relationships between them
 4. determine immediate activity priorities

TASK 5:
To submit the workplan

- Activities:
1. review, revise and approve draft workplan
 2. submit draft workplan to IPWG for review and recommended revisions
 3. revise workplan
 4. submit finalized workplan to IPWG

TASK 6:
To maintain a current workplan

- Activities:
1. monitor the approved final workplan through those persons or bodies responsible for each activity
 2. evaluate the approved workplan at each regular TPC meeting
 3. revise and/or update workplan as necessary

TRAINING POLICY COMMITTEE

WORK PLAN (92/06/12)

**OBJECTIVE 2:
TO BE TRUSTEES OF THE TRUST**

TASK 1:
To research and obtain initial and ongoing orientation and training for the TPC

- Activities:
1. research and obtain initial training or assistance for all TPC members to become knowledgeable about the legal responsibilities and requirements of Trustees
 2. research, obtain and provide ongoing training for all TPC members in the skills of:
 - board roles, responsibilities and authorities
 - board decision-making;
 - oral and written communications;
 - financial matters;
 - adult education techniques and programs;
 - and other relevant areas as required
 3. research and obtain initial training or assistance for all TPC members to have an understanding of inter-cultural attitudes and issues
 4. research, obtain and provide ongoing orientation and training for all new TPC members on the operational requirements of the TPC with respect to:
 - legal issues and
 - inter-cultural needs
 5. evaluate the skills of TPC members to determine future needs and to revise ongoing training

TASK 2:
To establish the role of the TPC

- Activities:
1. approve and sign the Trust document establishing the Trust Fund
 2. apply the workplan guidelines to revise, approve and assign tasks
 3. with professional advice, determine the appropriate role of the TPC (foundation or other structure)
 4. determine a one year interim role for the TPC, based on the UFA and the Trust document
 5. evaluate and revise the interim role of the TPC in consultation with FNs during the first year
 6. through an analysis of information gathered through practice and evaluations and through consultation with Fns during the first year, determine the long-term role of the TPC

TRAINING POLICY COMMITTEE

WORK PLAN (92/06/12)

TASK 3:
To develop and establish policy and processes for the effective operation of the TPC

- Activities:
1. research and develop appropriate policies (in draft) in accordance with the Work Plan Guidelines
 2. request and obtain FNs advise on the proposed policies
 3. revise as necessary and adopt policies as working documentation
 4. design and approve appropriate procedures for the policies
 5. develop an appropriate policy and procedures manual for ongoing usage

TASK 4:
To secure funding and resource commitments for trustees' participation on the TPC

- Activities
1. based on the workplan, determine the time and other commitments of each of the trustees for the initial year of operation
 2. based on proposed activities, determine the first-year expenditures of actual and in-kind costs for the operation of the TPC
 3. develop the first annual budget of the TPC in consultation with the governments represented on the TPC
 4. determine assured resources for actual and in-kind costs for the first year of operation
 5. determine the need for more resources for first year operations and seek approval for these resources from governments or others
 6. using a consultative process, develop a tentative 3-year budget (for years 2-4) for the operation of the TPC, based on the workplan and activities planned and completed in the first year
 7. By the middle of the first year of operation, seek and obtain approval for funds from relevant agencies or governments for the budget of the TPC for the following three years

TRAINING POLICY COMMITTEE

WORK PLAN (92/06/12)

TASK 5:
To provide for TPC members and others to carry out their responsibilities to the TPC in their traditional language

- Activities:
1. design a written policy for TPC responsibilities in carrying out this task which considers the following activities:
 2. upon the request of an aboriginal member of the TPC for traditional language services, determine the necessity for, and feasibility of, providing the services to carry out responsibilities in a traditional language for that member or other person making representation to the TPC
 3. determine the resources available to provide oral and written translation services to the TPC, and the costs to the TPC if any

TASK 6:
To effectively activities and TPC (including communicate the decisions of the the annual report)

- Activities:
1. in consultation with FNs and other agencies and governments determine:
 - the legal and other requirements for communications;
 - which activities and decisions require communicating;
 - how these activities and decisions should be communicated;
 - to whom these should be communicated; and
 - when and how often they should be communicated
 2. write communications policies and strategies which outline the procedure for regular and unusual communications processes
 3. prepare and distribute the annual report as part of the communications requirement
 4. provide a budget for the communications strategy
 5. review and revise the communications policy as required

TRAINING POLICY COMMITTEE

WORK PLAN (92/06/12)

OBJECTIVE 3:

TO ESTABLISH CONSULTATIVE ARRANGEMENTS BETWEEN GOVERNMENT AND FIRST NATIONS

TASK 1:

To determine what is meant by "consultative arrangements" and "one window approach"

Activities:

1. clearly define through brainstorming and consensus of the committee what is meant by "consultative arrangements" and "one window approach" (decision-making vs. information/resource provision)
2. consult, within a limited timeframe, with FNs, governments and agencies to determine if the definitions of the TPC are supported by those involved in, or affected by, consultative arrangements and a one window approach
3. revise definitions according to input if necessary
4. record definitions into the policy manual for reference
5. revise definitions as needed

TASK 2:

To determine why consultative arrangements and a one-window approach are necessary and with whom

Activities:

1. with reference to the role of the TPC and the workplan, list the governments, agencies and other bodies and individuals that are, or will be, involved in the work of the TPC
2. determine the level of involvement of the TPC with the various bodies and individuals
3. prioritize the various bodies and individuals by importance to the workplan by determining those bodies and individuals which will provide maximum benefit for accomplishing the workplan of the TPC

TRAINING POLICY COMMITTEE

WORK PLAN (92/06/12)

TASK 3:

To determine how consultative arrangements and a one-window approach will be established

Activities:

1. research and determine the most efficient means of consulting with the prioritized bodies and individuals within the definitions of consultative arrangements and one-window approach agreed upon
2. consider the establishment of interim one-window structures, with appropriate membership, to assist the TPC in accomplishing its immediate tasks (technical and consultative)
3. determine policy for the interim structures including:
 - length of operation ;
 - reporting requirements;
 - authorities;
 - membership; and
 - operations
4. evaluate the interim consultative arrangements and one window approach
5. based on the evaluation of the interim structures and the previous research, determine the most appropriate methods for long-term consultation and provision of one-window services

TRAINING POLICY COMMITTEE

WORK PLAN (92/06/12)

OBJECTIVE 4:

TO DEVELOP GUIDELINES FOR EXPENDITURE FROM THE TRUST AND EXPEND FUNDS IN ACCORDANCE WITH THE WORKPLAN

TASK 1:
To establish policy and procedure for expenditure of the Trust Fund

- Activities:
1. research legal trust restrictions applicable to the Trust Fund
 2. research and record previously set guidelines on Trust Fund usage as established by:
 - leadership
 - Elder's Council
 - parties to the Agreement
 - IPWG
 - TPC, etc.
 3. consult FNs with respect to previous experiences with access to funding for the purposes of recommending an appropriate funding process for the Trust Fund
 4. design access/request format and process
 5. field test format and process
 6. revise initial format and process
 7. in consultation with FNs develop, with respect to fund usage;
 - values statements
 - policy
 - trust fund distribution criteria and
 - procedures for access
 8. communicate statements on fund usage to all FNs, governments and public (interpretive guide to explain policy and procedures)

TASK 2:
To determine the amount of funds in the Trust that are available for expenditure

- Activities:
1. analyze the funds available
 2. catalogue existing funding sources currently being assessed, and potential for access, by FNs and CYI by:
 - researching all federal, territorial, local and private sources
 - documenting access methodology
 - current funding levels
 - and historical funding responses.

TRAINING POLICY COMMITTEE

WORK PLAN (92/06/12)

TASK 3:
To develop procedures for the investment of the Trust Fund

- Activities:
1. determine the legal and other limitations to the investment of the Trust Fund
 2. research appropriate investment strategies (FNs values and standards to be maintained)
 3. select preferred strategies - list benefits and limitations of each
 4. consult with FNs to select the most preferred strategy
 5. determine and establish procedures for the investment strategy
 6. develop procedures for monitoring and reporting on TTF investments

TASK 4:
To establish an appropriate accounting and reporting mechanism for the expenditure of the Trust Fund

- Activities:
1. determine the legal and other requirements for reporting on, and accounting of trust expenditures
 2. establish policy with respect to accounting procedures
 3. establish accounting practices
 4. establish policy with respect to reporting expectations
 5. establish reporting format
 6. determine expected reporting timeframes
 7. establish approval/rejection criteria and process for FNs and the parties to the Agreement to respond to the TPC's reporting of expenditures

TRAINING POLICY COMMITTEE

WORK PLAN (92/06/12)

TASK 5:
To evaluate and respond to requests for fund expenditures according to approved workplan

- Activities:
1. establish criteria for selection of requests
 2. establish critical dates for the receipt by TPC of applications and proposals
 3. establish receipt and confirmation of receipt procedures
 4. develop policy and procedures
 5. communicate and consult with FNs on the policy and procedures
 6. receive proposals and review for completeness with the proposer
 7. evaluate and approve or reject requests based on approved policies, procedures and criteria
 8. based on the evaluation, develop any recommendations to other training or funding programs
 9. determine the appropriate payment (and payment schedule) to be made from the Trust Fund for approved projects
 10. communicate with proposer regarding the results of the proposal review
 11. if successful, communicate with the proposer regarding the reporting and monitoring requirements
 12. evaluate all approved projects on a regular basis
 13. evaluate and revise selection and response procedures on a regular basis in consultation with FNs

TRAINING POLICY COMMITTEE

WORK PLAN (92/06/12)

OBJECTIVE 5:

DEVELOP A TRAINING PLAN FOR THE IMPLEMENTATION OF THE UFA

TASK 1:

To determine the skills required to implement the UFA

Activities:

1. review the UFA document and identify all possible skill requirements for implementation
2. review UFA implementation plans and identify all possible skill requirements
3. review any FN Agreements and implementation plans and note the skill requirements as identified by the FN
4. identify any gaps or overlaps between 1, 2, and 3 above
5. review findings of analysis with FNs and parties to the Agreement
6. analyze the skill requirements to determine generic and specific skill areas

TASK 2:

To determine the current skills existing among FNs

Activities:

1. review the identified skill areas required for the implementation of the UFA
2. review and analyze current skill assessment data related to FNs that is available:
 - Statistics Canada
 - YTG Statistics Bureau
 - Individual FN assessments
 - various government departments, etc.
3. review existing data collection devices for cultural and Yukon relevancy
4. choose, or design, if necessary, an appropriate skill identification device which includes:
 - skill, interest and aptitude assessment
 - opportunity for employment
 - willingness of individual to commit to available positions or to training
 - assessment of the requirement for wellness and other social preparedness
5. based on the selected device and methodology, determine the most appropriate resource to conduct the assessment (employee, FN researchers, consulting agencies, etc.)
6. conduct the assessment and analyze the data
7. provide an analysis of existing skill levels, interests, aptitudes currently available among FNs and review this analysis with FNs and the parties to the Agreement

TRAINING POLICY COMMITTEE

WORK PLAN (92/06/12)

TASK 3:
To determine the gap between required skills and available skills to identify training needs

- ACTIVITIES:**
1. conduct an analysis of the differences between what skills exist and what skills are required for UFA implementation
 2. review with *FNs* the skills analysis and then review individual FN skill development needs
 3. categorize the skill shortages and identify skill requirement areas with reference to the UFA
 4. individualize the training needs in FN communities and develop a FN HRD plan
 5. prioritize training needs with the FN

TASK 4:
To analyze existing training programs for their ability to meet the required training needs, recommend modifications or alternate training programs

- Activities:**
1. based on the TPC guiding principles, determine the nature and extent of information required to evaluate existing programs
 2. develop a training program evaluation tool
 3. solicit and obtain information on existing programs
 4. evaluate the ability of the existing training programs to meet the training needs identified for implementation
 5. recommend modifications or alternative programs
 6. facilitate, as required, the negotiation of modifications to programs for *FNs*, including:
 - costs
 - timelines
 - delivery mechanism and location
 - curriculum revision
 - instructor qualifications, etc.

TRAINING POLICY COMMITTEE

WORK PLAN (92/06/12)

TASK 5:
To develop a resource inventory of suitable programs

- ACTIVITIES:**
1. research and inventory existing suitable programs as to:
 - cost and availability
 - program parameters,
 - teaching or presentation methodology (reflect FN values) etc.
 2. cross reference the inventory with the training needs identified to determine the limitations of existing programs
 3. determine and prioritize programs required to meet training needs
 4. develop a strategy to provide required and suitable programs to meet the training needs
 5. communicate with FNs, the parties to the Agreement and the agencies responsible for providing appropriate training programs
 6. make further recommendations on programs and modifications required based on FN feedback

TASK 6:
To prepare the Training Plan

- ACTIVITIES:**
1. obtain FNs training plans as source documents
 2. analyze FNs training plans to determine generic and specific training plan components
 3. assist FNs in the development and revision of their individual training plans for UFA and FNFA implementation
 4. consult with FNs to achieve consensus on the UFA implementation training plan requirements
 5. prepare UFA training plan and distribute to parties to the Agreement, FNs, IPWG, etc.

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TASK 7:

To determine the requirements for funding of training plan requirements

Activities:

1. prepare a coating analysis of the training plan by individual program and by delivery mechanism
2. review for cost effectiveness/efficiency measures which may be possible

TASK 8:

To analyze existing funding programs as to their ability to meet required training costs and recommend modifications or seek other funding

ACTIVITIES:

1. based on the guiding principles of the TPC, determine information required to evaluate existing funding programs
2. design the data collection and evaluation instruments
3. request and obtain information on existing funding programs
4. evaluate ability of existing funding programs to meet training plan funding requirements
5. recommend modifications to existing funding programs or seek alternate funding
6. facilitate, when necessary, the negotiation of modifications to funding programs which may be required

TASK 9:

To develop an inventory of suitable funding programs

ACTIVITIES:

1. research and inventory suitable funding programs including information on:
 - availability of funds
 - access methodology
 - proposal evaluation criteria, etc.
2. analyze and develop a listing of training programs requiring funding for which existing or modified funding programs will not be able to address
3. research alternate funding sources and methodologies (private foundations, experimental projects, etc.)
4. communicate this information to individual FNs and agencies which have the mandate or responsibility to provide funding for the training plan

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TASK 10:
To compare the inventories of suitable programs to suitable funding sources

- Activities:**
1. compare the prepared inventory of suitable training programs with the inventory of suitable funding programs
 2. provide recommendations as to the "best fit" between the training programs and funding sources in order to maximize the effectiveness and efficiency of the funding available
 3. provide this information to FNs

TASK 11:
To monitor the UFA implementation process to identify any modifications to the training plan that may be required

- ACTIVITIES:**
1. monitor all FN UFA implementation training which may or may not have been reviewed by the TPC
 2. review, with FNs, the training plans and identify any implementation activities that may not have been identified previous to implementation
 3. provide for regular review and, if necessary, any modification to the training plan
 4. monitor funding sources for new funding programs or changes to funding programs which may affect implementation training
 5. communicate the information on any changes to training needs and funding programs to FN's, funding agencies, deliverers of programs, parties to the Agreement, etc.

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OBJECTIVE 6:

TO ESTABLISH TRAINING PROGRAMS IN ACCORDANCE WITH THE WORKPLAN AND TRAINING PLAN

TASK 1:
To determine the responsibility of governments and agencies other than the TPC for establishing training programs for implementation of the UFA

- Activities:
1. based on a comparison of the training plan and the consultative arrangements, analyze the proposed programs and funding to determine which programs or funding can be negotiated as a responsibility or partial responsibility of agencies other than the TPC
 2. carry out the necessary negotiations for programs to be established as a responsibility or partial responsibility of agencies other than the TPC
 3. in selected programs provided through other agencies ascertain the feasibility of increasing the input and control by FNs
 4. research alternative methods of program delivery (institutional structure, distance education, etc.)
 5. through ongoing research and comparing the training plan and consultative arrangements, analyze programs through other agencies to determine which need modification to implement the training plan within FN objectives and principles
 6. propose and establish modifications to programs prior to establishing new programs through other agencies
 7. monitor and evaluate regularly all training programs established through agencies other than the TPC

TASK 2:
To determine the responsibility of the TPC for establishing training programs

- Activities:
1. considering the interim and future roles of the TPC, and the prioritized training plan requirements, determine and prioritize the programs which are required, but are not available through agencies other than the TPC
 2. determine the amount of funding available for establishing training programs through the TPC, taking into account:
 - the guidelines for expenditure of funds,
 - the annual budget, and
 - tasks in the workplan
 3. determine the feasibility of the TPC to establish training programs
 4. establish training programs initially as pilot projects
 5. monitor and evaluate regularly all training programs established through the TPC

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TASK 3:

To seek and provide funding for training programs through the TPC and other agencies

Activities:

1. catalogue and assess the availability of funding on an ongoing basis and the availability of funding on an irregular short-term basis from the TPC and other agencies for all training programs, based on:
 - the guidelines for expenditures,
 - the data concerning available funding, and
 - the training requirements
2. as part of the annual budget deliberations in the year previous to the budget year, negotiate funding with other agencies through the established consultative arrangements, and determine funding available for programs through the TPC
3. determine and write policy and guidelines for providing funding to programs through other agencies or through the TPC
4. review and revise funding guidelines as needed