



Indian and Northern
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et du Nord Canada

ECONOMIC DEVELOPMENT

Programs Guide 2005



Canada

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Table of Contents

User's Guide to Aboriginal Economic Development Programs and Initiatives	2
Regional Contacts.....	4
Aboriginal Workforce Participation Initiative (AWPI)	5
Community Economic Development Program	6
Community Economic Opportunities Program	8
First Nations Forestry Program	10
Procurement Strategy for Aboriginal Business (PSAB)	13

PROGRAM NAME AND DESCRIPTION

Aboriginal Workforce Participation Initiative

– to increase the participation of Aboriginal peoples in the labour market

Community Economic Development Program

– to provide core funding to First Nation and Inuit communities or organizations they mandate for public services in economic development

Community Economic Opportunities Program

– to provide opportunity-based funding to First Nation and Inuit communities and organizations, or organizations they mandate, for public services in economic development

First Nations Forestry Program

– to engage in sustainable forest management, forest-based development opportunities and businesses

Procurement Strategy for Aboriginal Business

– to promote opportunities for Aboriginal business to do business with the federal government

Funding under INAC's economic development programs may be cancelled or reduced in the event that departmental funding levels are changed by Parliament.

Aboriginal Economic Development Programs and Initiatives

ELIGIBLE RECIPIENTS

<i>First Nation and Inuit community governments and organizations they mandate</i>	<i>First Nation and Inuit community-owned business</i>	<i>First Nation and Inuit community member businesses</i>	<i>Other Aboriginal businesses</i>	<i>Non-Aboriginal businesses</i>
✓	✓	✓	✓	✓
✓				
✓				
✓	✓	✓		
	✓	✓	✓	

For further program details, consult the pages herein or visit the Indian and Northern Affairs Canada (INAC) Web site at: www.ainc-inac.gc.ca

Regional Contacts

Atlantic Region

40 Havelock Street, P.O. Box 160
Amherst, NS B4H 3Z3
Tel: (902) 661-6200 Fax: (902) 661-6237

Québec Region

320 St. Joseph Street East, Suite 400
Québec, QC G1K 9J2
Tel: (418) 648-7551 Fax: (418) 648-2266
Toll Free: 1 (800) 263-5592

Ontario Region - South

25 St. Clair Avenue East, 8th Floor
Toronto, ON M4T 1M2
Tel: (877) 388-4188 Fax: (416) 954-3189

Ontario Region - North

Northern Access Centre for Native Business
201-100 Anemki Drive
Thunder Bay, ON T7J 1A5
Tel: (866) 816-2262 Fax: (807) 623-4514

Manitoba Region

365 Hargrave Street, Suite 200
Winnipeg, MB R3B 3A3
Tel: (204) 983-4928 Fax: (204) 983-7820

Saskatchewan Region

1 First Nations Way, Room 200
Regina, SK S4S 7K5
Tel: (306) 780-5945 Fax: (306) 780-5733

Alberta Region

630 Canada Place, 9700 Jasper Avenue
Edmonton, AB T5J 4G2
Tel: (780) 495-2773 Fax: (780) 495-4088

British Columbia Region

1138 Melville St, Suite 600
Vancouver, BC V6E 4S3
Tel: (604) 666-7891 Fax: (604) 775-7149

Yukon Region

300 Main Street, Room 415C
Whitehorse, YT Y1A 2B5
Tel: (867) 667-3888 Fax: (867) 667-3387

Northwest Territories Region

P.O. Box 1500, 4914 50th Street
Yellowknife, NT X1A 2R3
Tel: (867) 669-2500 Fax: (867) 669-2711

Nunavut Region

969 Qimugjug Building, P.O. Box 2200
Iqaluit, NU X0A 0H0
Tel: (867) 975-4500 Fax: (867) 975-4560



Aboriginal Workforce Participation Initiative

What is it?

The Aboriginal Workforce Participation Initiative (AWPI) is a partnership initiative of the federal government to increase the participation of Aboriginal peoples in the Canadian labour market. The goal is to educate and inform employers about the advantages of hiring Aboriginal peoples.

How is the program delivered?

The AWPI works with the following groups to promote activities and partnerships that will increase Aboriginal participation in the labour market:

- ◆ Aboriginal communities, businesses and organizations;
- ◆ public and private corporations;
- ◆ all levels of government;
- ◆ industry and trade associations;
- ◆ professional associations;
- ◆ labour unions; and
- ◆ educational institutions.

The AWPI:

- ◆ implements the AWPI National Partnership Strategy;
- ◆ produces and distributes awareness-building materials and participates in awareness activities;
- ◆ organizes and participates in conferences, seminars and workshops;
- ◆ creates, promotes and participates in stakeholder networks;
- ◆ communicates information on events related to Aboriginal employment issues;
- ◆ identifies and promotes best practices and role models;
- ◆ develops and distributes skill-building tools and resources for employers; and
- ◆ facilitates pilot projects.

For more information, contact AWPI staff at INAC Headquarters (819) 994-5924 or through an INAC regional office. The Web site address is http://www.ainc-inac.gc.ca/ai/awpi/index_e.html.

Community Economic Development Program

What is it?

The Community Economic Development Program provides core financial support for First Nation and Inuit communities for public services in economic development. The financial support is intended for community economic development planning and capacity development initiatives, development of proposals and leveraging financial resources, and carrying out economic development activities.

The Community Economic Development Program is expected to lead to community economic benefits including more community employment, greater use of land and resources under community control, enhanced community economic infrastructure, more and larger community businesses, more business opportunities, and a better climate and environment for community economic development.

Who may apply?

First Nation Councils, governments of self-governing First Nation and Inuit communities, representative organizations of Inuit communities and other organizations mandated by the foregoing to carry out ongoing activities and projects on their behalf may apply.

What activities apply?

Funded activities may include:

- ◆ community economic planning and capacity development;
- ◆ proposal development and leveraging of financial resources; and
- ◆ community economic development activities such as: employment of community members; community-owned and community-member business development; community land and resource development; access to opportunities from land and resources beyond community control; investment promotion in the community; and research and advocacy.



What information is required?

The applicant must submit an annual operational plan which includes:

- ◆ a brief description of the projects and activities to be carried out with the funding, the expected results, and possible performance measures;
- ◆ a cost estimate for the projects and activities; and
- ◆ a monthly cash flow forecast.

What are the funding limits?

Funding is determined annually by INAC.

How is the program delivered?

Funding is provided through INAC's regional offices. INAC identifies eligible recipients, allocates funds to them through an allocation formula, and enters into funding arrangements based on an operational plan.

For more information on this program, including program guidelines, visit the INAC website at: http://www.ainc-inac.gc.ca/index_e.html.



Community Economic Opportunities Program

What is it?

The Community Economic Opportunities Program provides project-based support to those First Nation and Inuit communities that have the best opportunities for public services in economic development.



In these communities, the Community Economic Opportunities Program is expected to lead to community economic benefits including more community employment, greater use of land and resources under community control, enhanced community economic infrastructure, more and larger community businesses, more business opportunities, and a better climate and environment for community economic development.

Who may apply?

First Nation Councils, governments of self-governing First Nation and Inuit communities, representative organizations of Inuit communities and other organizations mandated by the foregoing to carry out ongoing activities and projects on their behalf may apply.

What activities qualify?

Funded activities may include:

- ◆ employment of community members;
- ◆ community-owned and community-member business development;
- ◆ development of land and resources under community control;
- ◆ access to opportunities originating with land and resources beyond community control;
- ◆ promotion of the community as a place to invest; and
- ◆ research and advocacy.

What information is required?

Applicants may submit a brief Statement of Intent prior to submitting a full application. After reviewing the Statement of Intent, INAC will indicate whether the project meets program criteria, and will advise the applicant on the development of the full application.

A full application includes:

- ◆ project design, including description, objectives, scope and deliverables;
- ◆ uses and sources of funds;
- ◆ identification and justification of costs;
- ◆ management capacity;
- ◆ project organizational structure;
- ◆ administrative arrangements;
- ◆ time lines;
- ◆ community economic benefits; and
- ◆ where appropriate, compliance with laws and regulatory requirements, environmental effects; land tenure requirements; and operating, maintenance and repair plans.



What are the funding limits?

INAC's funding is directly related to the community economic benefits and the need for funding that has been demonstrated in the application. It will not exceed \$3,000,000. In addition, INAC funding will not exceed two-thirds of the total project cost for economic infrastructure projects or 80% of the total cost for all other types of projects. Recipients must provide at least 10% of eligible project expenditures.

How is the program delivered?

Applications are submitted to the INAC regional office. Projects are reviewed. Limited budgets will be allocated to those projects judged to have the greatest economic impact. Where projects are approved, INAC enters into funding agreements with the recipients. Recipients are expected to report on the implementation and results of their projects.

For more information on this program, including program guidelines, visit the INAC website at:

http://www.ainc-inac.gc.ca/index_e.html

First Nations Forestry Program

What is it?

The First Nations Forestry Program (FNFP) is a partnership program between the Government of Canada and First Nations. It was created jointly by Natural Resources Canada (NRCAN) and INAC to improve economic conditions in First Nations communities with full consideration of the principles of sustainable forest management.



The FNFP has four objectives:

- ◆ enhance the capacity of First Nations to sustainably manage their forest lands;
- ◆ enhance the capacity of First Nations to operate and participate in forest-based development opportunities and their benefits;
- ◆ advance the knowledge of First Nations in sustainable forest management and forest-based development, and;
- ◆ enhance the institutional capacity of First Nations at the provincial and territorial level to support their participation in the forest-based economy.

Who may apply?

First Nation governments (bands, tribal councils), organizations, and community-owned and controlled enterprises are eligible to apply.

What activities qualify?

Any activity or project that can contribute to the purpose and objectives of the First Nations Forestry Program (FNFP) will be eligible for funding consideration.

Eligible projects that may be considered for funding under the FNFP's four objectives include, but are not limited to, forest management plan development and implementation, enhancement of First Nation capacity to develop viable forest-based businesses, support for partnership opportunity projects, national and regional conferences/workshops support and, assistance for conducting feasibility studies and business plan development.

What are the funding limits?

Total government assistance through the FNFP will be up to a maximum of 80% of eligible project costs; the remainder is expected to come from the recipient and their partners as direct or in-kind contributions. The maximum amount payable to any one recipient is \$300,000 in any given year.

All projects must contribute to the objectives of the FNFP. Under most circumstances, current sustainable forest management and business plans for reserve forests should be in place before forest management and silviculture projects are approved.

What information is required?

The FNFP requires that project proponents seeking financial assistance submit a proposal (application forms available online



at www.fnfp.gc.ca), and prepare documentation containing sufficient information for the assessment of the proposal, including, but not limited to, the following standard information deemed necessary for the implementation of the project:

- ◆ project description, purpose, and relationship to the FNFP objectives, details of project implementation and time schedule including estimated start and completion dates;
- ◆ total amount requested from the FNFP, total amount to be contributed by the recipient and amounts from other sources and proposed cash flow;
- ◆ number of First Nation workers including the expected number of weeks each will work, a statement of compliance with conflict of interest guidelines for former public servants; and
- ◆ other pertinent information and data deemed necessary.

Proposals require Provincial-Territorial Management Committee (PTMC) review and approval prior to implementation. Guidelines for submitting a project proposal follow those developed by individual PTMCs.

How is the program delivered?

A national management committee provides overall direction to the program, establishes standards and procedures, and allocates funds to the provinces and territories.

Provincial-Territorial Management Committees (PTMCs) manage provincial and territorial funding, develop regional strategies within program objectives, set up and manage application processes, determine whether to fund proposals and oversee delivery. In all provinces and territories (except Yukon), NRCAN regional offices enter into and administer contribution funding agreements, in accordance with the decisions of the PTMCs.

For details on eligibility, application guidelines, activities supported, and screening criteria, contact the program representative for your province or territory. Information is also available from the FNFP Web site www.fnfp.gc.ca or call (613) 947-7380.



Procurement Strategy for Aboriginal Business

What is it?

Each year, the federal government spends about \$14 billion on goods and services, including construction. Most government contracts are valued at less than \$100,000.

Small and medium-sized businesses have found that federal contracting can be an important market for their products and services. Aboriginal firms have traditionally been under-represented in this sector. The Procurement Strategy for Aboriginal Business (PSAB) encourages federal officials and Aboriginal firms to do more business together.

Under the strategy, federal contracts that serve a primarily Aboriginal population are set aside for competition among qualified Aboriginal businesses. Federal departments are also encouraged to set aside other opportunities for competition among Aboriginal businesses, whenever practical. Aboriginal businesses can also compete for federal contracts that are open to all qualified suppliers.

Who may apply?

The PSAB is open to all Aboriginal businesses, including sole proprietorships, limited companies, co-operatives, partnerships and not-for-profit organizations. To be considered an Aboriginal business:

- ◆ at least 51 percent of the firm must be owned and controlled by Aboriginal people; and
- ◆ if the firm has six or more full-time staff, at least one third must be Aboriginal employees.

At least 51 percent of any joint venture or consortium must be owned and controlled by the Aboriginal business.

For the duration of the contract, Aboriginal content must amount to at least 33 percent of the value of the work performed.

Firms bidding on a contract that has been set aside under the PSAB must certify that they meet the eligibility requirements of the PSAB with regards to ownership and control. INAC has



the right to audit Aboriginal supplier certifications to ensure the eligibility criteria are met. Certification is not required for regular competitive contracts that do not fall under the PSAB.

How is the program delivered?

Information about how the federal government does its buying and free training sessions are available from Contracts Canada [InfoLine (1 800) 811-1148 or (819) 956-3440 in the National Capital Region].

Aboriginal firms also need to get to know the key players within government who may want to buy their goods or services. Each department with a contracting budget of more than \$1 million per year has identified a champion to act as a PSAB co-ordinator. Firms can market themselves to these individuals and use these contacts to learn about the potential buyers within the organization that purchase their goods and services. A list of PSAB co-ordinators is available from the Procurement Strategy for Aboriginal Business Web site located at http://www.ainc-inac.gc.ca/saea-psab/index_e.html.

Aboriginal businesses can also identify prospects for contracts under \$25,000 through departmental material managers. Larger



federal contracts are listed on the MERX electronic bidding system located at <http://www.merx.com>. Users pay a fee for bid documents.

For more information on the PSAB, eligibility requirements, key contacts in government departments, and the MERX system, contact your local INAC office or go to PSAB's Web site at http://www.ainc-inac.gc.ca/saea-psab/index_e.html.

Aboriginal businesses interested in registering their firm on government supplier databases should register at <http://contractscanada.gc.ca> and at <http://strategis.ic.gc.ca>. Since public and private sector officials use these Web sites to identify Aboriginal firms that can meet their contracting needs, the information should be as complete as possible. For assistance in registering or for answers to questions about the PSAB, call (1-800) 400-7677 or e-mail psab-saea@ainc-inac.gc.ca.