



**BC Ministry of Energy, Mines and Petroleum Resources  
Oil and Gas Division**

**Education and Training Initiative  
Year 3 (2006/07) Funding Guidelines**

---

**Introduction**

In partnership with the oil and gas industry<sup>1</sup>, the Ministry of Energy, Mines and Petroleum Resources (MEMPR) is undertaking an integrated and strategic initiative designed to meet the challenge of increased demand for skilled workers in British Columbia's oil and gas industry. This *Education and Training Initiative* is a key element of MEMPR's strategy to encourage oil and gas development; through focusing on the planning and implementation of relevant education, training, and research programs.

The goal of the Education and Training Initiative is to increase the number of British Columbians trained for (and ultimately employed in) the provincial oil and gas industry. As such, MEMPR and industry will provide funding for an array of specific education and training programs. Beyond its relevance to MEMPR's mandate, this strategy also supports the Government's overarching goals of improving educational options/quality within the province and creating more jobs per capita than anywhere else in Canada.

To qualify for funding, projects must meet defined objectives, eligibility criteria, and mandatory requirements as defined below.

**Guidelines**

**Objectives:**

Priority and preference will be given to those projects that support the recommendations contained in the April, 2006 report of the Education and Training Consortium<sup>2</sup>. Therefore, projects should achieve one or more of the following key objectives/recommendations:

1. Expansion of training programs to address the following skills shortages:
  - instrumentation technicians;
  - steam fitters and gas fitters;
  - oil and gas well drillers, including the more junior positions on drilling rig crews (floorhands, motorhands, and derrickhands);
  - welders;
  - engineers (particularly mechanical, electrical and electronics);
  - geologists and geophysicists;
  - heavy duty mechanics;
  - heavy equipment operators and truck drivers; and/or
  - geological technicians and surveyors.

---

<sup>1</sup> Industry includes the oil and gas service sector.

<sup>2</sup> Oil and Gas Education and Training in British Columbia: Planning Today for Tomorrow's Prosperity. Available at: [http://www.aved.gov.bc.ca/oil\\_gas/oil\\_and\\_gas.pdf](http://www.aved.gov.bc.ca/oil_gas/oil_and_gas.pdf)

2. Implementation of programs that orient students to - and prepare prospective employees for - careers in the oil and gas industry. Safety and First Aid Training and Apprenticeship Training are considered to be particularly relevant.
3. Provision of education and training programs that align with industry practices.  
For example:
  - Programs that provide on-site learning opportunities to K-12 and post-secondary school students within the regular school year and/or during the summer;
  - Courses for current employees that are delivered in the evenings, on weekends, and/or during the industry's "off season";
  - Programs that address the critical shortage of trades and technical instructors at the K-12 level;
  - Training that occurs on up-to-date and/or widely used equipment;
  - Professional programs that enhance existing programs related to resource development, such as geology and surveying; and/or
  - Improvement of training programs for heavy equipment operators and truck drivers (so as to meet oil and gas industry requirements).
4. Strengthening of arrangements among industry, educators, Aboriginal organizations, and government to support more effective engagement, involvement, training, and mentorship of Aboriginal peoples.

### **Mandatory Project Requirements**

1. Project costs, as submitted to MEMPR, must be realistic and supported by detailed identification of specific costs and delivery dates associated with each project component;
2. Project proposals must have clearly stated and reasonable completion dates;
3. Project proposals must identify a Project Lead. This individual would be responsible for submitting completed status reports to MEMPR on a quarterly basis that clearly outline project progress and expenditures. MEMPR will share these reports with industry funding partners;
4. Where appropriate, participation by regulatory agencies must be identified and liaison established between project proponents and these agencies.

## **Project Nomination**

Projects must be submitted via e-mail, mail or courier (electronic version on compact disc), using the attached template by September 29, 2006.

### **Please forward proposals to:**

Peter Pokorny  
A/Project Manager  
Service Sector and Partnerships  
Business Development Branch  
Oil and Gas Division  
Ministry of Energy, Mines and Petroleum Resources  
Telephone: (250) 952-0669

Mail: PO Box 9323 Stn Prov Govt, Victoria BC, V8W 9N3  
Courier: 5<sup>th</sup> Floor, 1810 Blanshard Street, Victoria BC, V8W 9N3  
E-mail: Peter.Pokorny@gov.bc.ca

Project proposals will be shared “as submitted” with industry funding partners for consideration and approval. Proposals should be complete and fully describe the project. **Please note that MEMPR will not contact project proponents for clarification and/or editing of their submitted proposals.**

## **Eligible Costs**

### **Eligible costs include fees, expenses and costs directly related to:**

- The research, planning and implementation of education and training initiatives, development of employment opportunities, and/or the development of attraction and retention strategies.
- The preparation of marketing plans and preparation and dissemination of related materials.
- Training by accredited instructors.
- Administrative services, to a maximum of 8 percent of the total project budget.

### **Project costs eligible for consideration as partnered funding include:**

- Volunteer labour valued at \$10/hour unskilled and \$20/hour skilled, trade and professional.
- Donated materials, equipment and office space.
- Direct funding by other project participants.
- Funding from other government programs (federal, provincial, municipal, regional).

### **Project costs NOT eligible for consideration as partnered funding include:**

- Contributions of ongoing or fixed capital for individual investment purposes.
- Funding primarily for the purchase of equipment.
- Development of professional practices.
- Funding for private businesses or corporations.
- Funding for on-going institutional functions and operations.