

Indigenous Learning Centre (ILC)

Professional Development Scholarship Program - Guidelines



DEADLINE: Friday, August 3, 2018

INSTRUCTIONS

We recommend reviewing the Application Guidelines **before** you complete the attached form.
If you have any questions, please feel free to contact us at 1-866-722-2362 or pr@afao.ca.
(Application forms for the Scholarship Program is also downloadable from our website www.afao.ca/ilc).

BACKGROUND

Established in 2013, the *Indigenous Learning Centre (ILC)* was created as a charity by AFOA Canada, to promote education in finance, management and leadership for Indigenous People's living within Canada. The ILC is pleased to offer assistance to First Nation, Inuit & Métis persons & others wishing to further their career.

The 2018 Professional Development Scholarship Program has received funding support from the NIB Trust Fund to address the impacts of the Indian Residential School System and is consistent with the NIB Trust Funds charitable objects.

APPLICATION DEADLINE: FRIDAY, AUGUST 3, 2018

Please note: only fully completed application packages containing current information will be considered. Application packages can be scanned and emailed to pr@afao.ca, faxed 613-722-3467, mailed, couriered or submitted in person.

NOTE: Applications that arrive after the deadline date will **NOT** be reviewed.

ELIGIBILITY CRITERIA

The Eligibility Criteria for a Professional Development Scholarship are:

- Applicant **MUST** be a former residential school attendee or a descendant of a residential school attendee
- Employed in a financial and/or management position and/or attending school as a full-time student.
- Reside or work in an Indigenous community/organization.
- Preference will be given to applicants to demonstrate financial need.

AVAILABLE PROFESSIONAL DEVELOPMENT SCHOLARSHIP

The Professional Development Scholarship will be awarded in the following three (3) categories:

#1 – ONLINE COURSES Scholarship – THIRTY-SIX (36) Scholarships (one scholarship equated one course) are being awarded and available to recipients who wish to take one (Fall or Winter) or two (Fall and Winter) online courses for the Certified Aboriginal Financial Management (CAFM) Program, or the Certified Aboriginal Professional Administrator (CAPA) Program– scholarship value at \$575 each.

#2 - CAPA IN-PERSON SESSION - SIX (6) scholarships are being awarded to recipients who WILL enroll in the upcoming National Cohort 9, in Ottawa, ON. National Cohort 9 comprises of six (6) sessions. The scholarship valued at \$7,500 (3 sessions at \$1,500 plus \$1,000 for travel per session), will be awarded to the first three sessions:

Session 1 - October 19-21, 2018

Session 3 - February 22-24, 2019

Session 2 - November 30 – December 2, 2018

#3 - NEW! Certified Indigenous Leaders Program (CIL) In-Person Sessions - SEVEN (7) scholarships are being awarded to recipients who WILL enroll in the upcoming National Cohort 1, in Ottawa, ON. National Cohort 1 comprises of four (4) sessions. The scholarship valued at \$7,500 (3 sessions at \$1,500 plus \$1,000 for travel per session), will be awarded to the first three sessions:

Session 1 - October 20-21, 2018

Session 3 - February 23-24, 2019

Session 2 - December 1-2, 2018

Scholarship awards allocated must be used for the program of study and the academic year specified on the application form

#1 - ONLINE COURSE SCHOLARSHIPS

Online Course Scholarships are for candidates who wish to take an online course in the CAFM or CAPA programs. These scholarships will offset one course from the full program or introduce the applicant to the program of their choice. Courses available are as follows:

Certified Aboriginal Financial Manager (CAFM) On-line Courses:

CAFM 3 – Indigenous Business Law

CAFM 4 – Strategy & Decisions

CAFM 6 – Indigenous History & Developments

CAFM 13 – Indigenous Ethics Case Study

CAFM 14 – Indigenous Human and Fiscal Issues

Certified Aboriginal Professional Administrator (CAPA) On-line Courses:

CAPA 1 – Human Resources Management

CAPA 2 – Leadership

CAPA 3 – Financial Oversight

CAPA 4 – Communications

CAPA 5 – Governance Structures and Processes

CAPA 6 – Accountability & Performance Reporting

CAPA 7 – Planning & Organization

CAPA 8 – Values, Ethics & Professionalism

CAPA 9 - Negotiation & Conflict Resolution

CAPA 10 - Knowledge & Community

CAPA 11 – Critical Thinking & Analysis

CAPA 12 – Knowledge of Culture & Language

CAPA 13 – Emotional Intelligence & Professional Development

CAPA 14 – Law & Legislative Awareness

CAPA 15 – Indigenous Community Economic Development

CAPA 16 – Organizational Behaviour

#2 – CAPA IN-PERSON SESSIONS

The CAPA IN-PERSON SESSIONS - National Cohort 9 will be held in Ottawa, ON. The scholarship valued at \$7,500 (3 sessions at \$1,500 plus \$1,000 for travel per session), will be awarded to the first three sessions:

Session 1 – Emotional & Relationship Competencies

- Human Resources Management
- Emotional Intelligence and Professional Development
- Communications

Session 3 – Intellectual & Leadership Competencies

- Leadership
- Governance Structures and Processes
- Mid-Term Exam

Session 2 – Ethical & Personal Competencies

- Values, Ethics and Professionalism
- Knowledge of Culture and Language
- Knowledge of Community

#3 – CERTIFIED INDIGENOUS LEADERS (CIL) IN-PERSON SESSIONS

The CAPA IN-PERSON SESSIONS - National Cohort 9 will be held in Ottawa, ON. The scholarship valued at \$7,500 (3 sessions at \$1,500 plus \$1,000 for travel per session), will be awarded to the first three sessions (the topics covered are as follows:

SESSION 1 – Governance and Leadership

- First Nations Governance I
- Essential Leadership

Session 3 – Strategy and Planning

- First Nations Governance IV: Strategy (2 days)

Session 2 – Nation Building and Self-Governance

- First Nations Governance II
- First Nations Governance III: Nation Building

NOTIFICATION

All applicants – successful or otherwise – will receive written notification of the ILC Review Selection Committee decision regarding their individual application by August 29, 2018. A list of successful candidates will be posted on the ILC website.

SUBMITTING YOUR APPLICATION

- ✓ *Keep a copy of your application package for your personal records.*
- ✓ *Applications MUST be received before the deadline date of **August 3, 2018** to be eligible for consideration. There will be **NO** exceptions.*
- ✓ *Application packages can be emailed to pr@afao.ca, faxed to 613-722-3467, mailed, couriered or submitted in person at the address below:*

Indigenous Learning Centre
c/o AFOA Canada
301-1066 Somerset Street West
Ottawa, ON K1Y 4T3

We look forward to receiving your application!