



DEPARTMENT OF EDUCATION
GRANTS AND CONTRIBUTIONS POLICY

POLICY STATEMENT

The Department of Education (the “Department”) is committed to a grants and contributions approval process that is accountable, easy to understand, fair, transparent and reflective of community needs and Inuit societal values.

The funding available under this Grants and Contributions Policy is intended to provide support for initiatives that promote life-long learning.

PRINCIPLES

This Policy (the “Policy”) is based on the following principles:

1. The Department of Education is committed to continuous learning and the provision of support for endeavours that encourage the participation of Elders, youth and other stakeholders.
2. Programs funded through this Policy support the growth of community capacity, independence and self-reliance.
3. Programs and services support the values, knowledge, beliefs and cultural distinctiveness of the people of Nunavut.
4. Partnerships will respect the Inuit Qaujimajatuqangit guiding principles of:
 - Pijitsirniq (to serve and provide for the community)
 - Aajiiqatigiiniq (arriving at a decision through discussion and consensus)
 - Piliriqatigiinniq (working together for a common cause)
 - Qanuqtuurniq (being innovative and resourceful)
5. All roles and responsibilities are clearly defined, and the process is open and transparent to the public.
6. Public funds are managed for results and public accountability.
7. All partnerships take into consideration economy, efficiency and effectiveness.
8. Partnerships are administered in a way that is accountable, sustainable, and responsive to the needs of Nunavummiut.

APPLICATION

This Policy applies to non-profit community-based organizations, societies, public agencies, licensed child care centres, Elders, youth, communities, educational institutions, business organizations, and other levels of government that support life-long learning.

DEFINITIONS

Achievement Report – an account of the project achievements at the end of the term of the Contribution Agreement compared against the projects goals and objectives set-out in the

funding proposal. A mid-year Achievement Report may also be required.

Audited Financial Statement – a financial statement that bears the report of independent auditors attesting to the financial statement’s fairness and compliance with generally accepted accounting principles.

Audited Schedule of Revenue and Expenses - a schedule of revenue and expenses that bears the report of independent auditors attesting to the schedule’s fairness and compliance with generally accepted accounting principles.

Budget – a quantitative financial plan allocating approved financial resources. Budgets are intended to outline an estimate of income and expenditures over a defined period of time.

Contribution – a conditional transfer payment made to a recipient for a specified purpose pursuant to a contribution agreement that is subject to being accounted and audited. Should the recipient use the transfer payment in the manner specified by the contribution agreement, the government does not expect to receive any goods or services directly in return, expect to be repaid, or expect any form of financial return as would be expected in an investment.

Contribution Agreement – a contractual agreement outlining the terms and conditions for a conditional transfer payment made to a recipient from whom the government will not receive any goods or services.

Funding Proposal – a formal application for funding under the Department of Education grants and contributions program. Funding proposals must meet the requirements established for each grant and contribution program category, including the provision of background information, goals and objectives, timelines, proposed personnel and financial data; including a detailed project budget.

Grant – a transfer payment made to a recipient which is not subject to being accounted for or audited, but for which eligibility and entitlement may be verified or for which the recipient may need to meet pre-conditions. Should the recipient meet all eligibility requirements, the government will not expect to receive any goods or services directly in return. A grant is a discretionary payment without financial accountability requirements; however, an Achievement Report may be required.

Municipal Corporation – a community governing body incorporated under the *Cities, Towns and Villages Act* (tax based) or the *Hamlets Act* (non-tax based).

Public Agency – a statutory body specified in Schedule A or a territorial corporation specified in Schedule B or C of the *Financial Administration Act* (Nunavut). Public agencies include District Education Authorities (DEA) and the Commission scolaire francophone du Nunavut (CSFN).

Schedule of Revenue and Expenses – an un-audited financial report of revenue and expenditures pertaining to a project and signed by the funding recipient. A Schedule of Revenue and Expenses may be required at the end of the term of the Contribution Agreement or at a mid-way point.

Society – a community, regional or territory-wide organization that is registered under the *Societies Act* (Nunavut), or similar statute in another Canadian jurisdiction, as being non-profit in nature. In order to be eligible for funding, all non-profit organizations must be in good standing with the Registrar of Societies. District Education Authorities and the Commission scolaire francophone du Nunavut are not included in the definition of a Society.

AUTHORITY AND ACCOUNTABILITY

Legislative Assembly

The Legislative Assembly approves the grants and contributions budget of the Department of Education as well as any revisions to expenditures previously appropriated in the Main Estimates.

Executive Council

The Executive Council approves program provisions and any exceptions to this Policy.

Financial Management Board

The Financial Management Board approves an annual budget for contributions contained within this Policy, as well as expenditures additional to those appropriated in the Main Estimates in the event of unplanned needs.

ROLES AND RESPONSIBILITIES

Minister

The Minister of Education is accountable to the Executive Council for the implementation of this Policy. The Minister may delegate authority to approve provisions of this Policy to the Deputy Minister.

Deputy Minister

The Deputy Minister of Education is accountable to the Minister for the administration of this Policy.

Directors

The Director of Corporate Services of the Department is responsible for the financial administration of all grant and contribution programs. Within their mandate, program directors approve or deny all grant or contribution applications and funding proposals.

PROVISIONS

Eligibility

- (a) Eligibility under this Policy is restricted to individuals, educational institutions, non-profit organizations, territorial and municipal corporations, public agencies, and other stakeholders as set out in the attached schedules. When requested, the Department will assist applicants with the preparation of applications. When required, the Department will seek clarification of information in funding proposals or applications.
- (b) This Policy does not apply to current or former public servants, holders of public office or members of the Legislative Assembly who are ineligible to any share or part of funds, nor to any benefit that is not otherwise available to the general public, arising from agreements made in accordance with this Policy.
- (c) All funding proposals for grants and contributions must be project specific, with a clearly defined timeline for completion. Meeting the eligibility requirements of this Policy does not guarantee funding approval.

- (d) Grant and contribution programs should not be viewed as a source of personal income or personal benefit.
- (e) All funding proposals for grants and contributions must be for projects or initiatives that are delivered within the Nunavut Settlement Area, as defined by the Nunavut Agreement, unless specific schedules allow for funding of recipients outside of Nunavut.
- (f) When applications are received from organizations based outside of Nunavut, Departmental consideration will include a review of the direct benefit to Nunavummiut.

Financial Conditions

- (a) All provisions contained in the *Financial Administration Act* and the Government of Nunavut's *Financial Administration Manual* shall apply to the administration of all grants and contributions issued by the Department.
- (b) Prior to the issue of payment, the recipients of a contribution shall sign a conditional Contribution Agreement which contains their project goals and objectives, guidelines for allowable expenditures, completion timeline, reporting and accounting requirements, and any other information requested in the attached schedules for each contribution category.
- (c) Contributions will be paid in installments as outlined in the terms of the Contribution Agreement.
- (d) Recipients of a contribution in excess of \$100,000 are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and Audited Financial Statements, within 90 days of the end of the project or the Government of Nunavut's fiscal year. Exceptions to this condition are listed in the attached schedules.
- (e) Recipients of a contribution that is \$100,000 or less are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and year-end Schedule of Revenues and Expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year. Exceptions to this condition are listed in the attached schedules.
- (f) In an instance where the required reporting is not submitted, the recipient will not be eligible for further funding until the required reports and financial statements, indicating that the contribution was expended, are submitted, or any amount unaccounted for is repaid.
- (g) Funding in one fiscal year does not guarantee funding in subsequent years.
- (h) The Government of Nunavut reserves the right to conduct an audit of any project funded through a grant or contribution program.

General Conditions

- (a) Recipients must repay any surplus project funds, disallowed expenses, overpayments or unexpended balances to the Government of Nunavut within 30 days of the receipt of an invoice from the Government of Nunavut. These amounts constitute debts due to the Government.
- (b) Recipients cannot carryover surplus funds from one fiscal year to the next fiscal year or across agreements where multi-year funding is provided.
- (c) Under the terms of this Policy the Government's liability is limited to the amount of funding

authorized. As a result, the Government will not be responsible for any shortfalls or deficits incurred by the funding recipient.

- (d) All applicants for funding must disclose if they have applied for funding for the same project from other sources, in order to avoid any possibility of double funding.
- (e) All applicants for funding must advise the Department of Education if they have any outstanding amounts owing to the Government of Nunavut, under legislation or an agreement.
- (f) Where applicable, projects funded under this Policy must meet the necessary approvals by regulatory, municipal and other authorities. This may include meeting health and safety standards, support from community or regional councils, or any other approvals deemed necessary for the project to proceed.
- (g) Recipients must acknowledge the financial support provided by the Department of Education in any publication or media coverage arising from their project or activity.
- (h) The Government may terminate, suspend or reduce the scope of the agreement if the recipient fails to comply with the terms of the agreement.
- (i) All information or material supplied to or obtained by the recipient, as a result of the agreement with the Government, must be treated confidentially.

Multi-Year Agreements

- (a) Funding proposals for multi-year projects are only permitted where specifically allowed in a program schedule.
- (b) Funding for multi-year contribution agreements is conditional upon having appropriated funds available in the Contributions budget for subsequent years.
- (c) In order to receive funding for subsequent years under multi-year agreements, recipients are required to submit the applicable financial reports as per the Financial Conditions sections (d) and (e), unless an exemption is approved by the Deputy Minister.

REVIEWS

- (a) An applicant for a grant or contribution has the right to request a review of a denial of funding when a denial relates to the applicant not meeting the eligibility criteria of the grant or contribution.
- (b) Applicants cannot review the approval of an amount that was less than the amount proposed in their funding proposal.
- (c) Reviews will be dealt with in accordance with the following process:
 - Requests for a review will be raised with the senior manager responsible for the program area.
 - The senior manager will document the request for review of eligibility and gather all information and documentation needed to consider the request.
 - The senior manager will share the request for review, and associated information/documentation with the Department's Executive Management Committee who will consider the matter and provide a recommendation to the Deputy Minister for consideration.
 - The Deputy Minister will consider the recommendation and issue a decision. The Deputy Minister's decision is final.

FINANCIAL RESOURCES

In compliance with section 46 of the *Financial Administration Act*, R.S.N.W.T. 1988c.F-4, as duplicated in Nunavut pursuant to the *Nunavut Act* (Canada), it is a statutory condition that an expenditure pursuant to this Policy will be incurred only if there is a sufficient uncommitted balance in the appropriated item for the fiscal year in which the expenditure is required under the agreement.

All payments under Agreements are subject to there being an appropriation against which the payment is being charged. Payments under all Agreements are conditional on the Legislature making appropriations to fund the program for the fiscal year. In the event that the Legislature does not appropriate the necessary funds, all Agreements shall expire thirty (30) days after the GN advises the recipient in writing that there are insufficient funds to fulfil the obligations of the Agreement.

PREROGATIVE OF EXECUTIVE COUNCIL

Nothing in this Policy shall in any way be construed to limit the prerogative of the Executive Council to make decisions or take action respecting the Department of Education's grants and contributions programs outside the provisions of this Policy.

SUNSET

This Policy shall be in effect from the date of signature until September 30th, 2028.

SCHEDULE A GRANTS

Various Grants	A-1	Page 8
Licensed Child Care Centres – Minor Health and Safety	A-2	Page 9
Early Childhood Education Certification Support	A-3	Page 10
Nunavut Education Week	A-4	Page 11
National Truth and Reconciliation Day	A-5	Page 12

SCHEDULE A – 1 VARIOUS GRANTS

1. Purpose

This program provides grant funding for one-time initiatives that support the Department of Education's mandate.

2. Eligibility

Eligibility will vary depending on the purpose of the grant; however, eligibility criteria appropriate for the purpose will be established in advance of determining grant recipients.

3. Review

Program and financial officials in the Department review the proposal and make recommendations for approval to the Deputy Minister.

4. Supporting Data

Supporting data is subject to the specific requirements of the one-time grant initiative. Generally, a completed funding proposal is submitted to the Department and includes a description of the project, an outline of the project objectives, the proposed budget, including revenues and expenditures, and a timeline for completion.

5. Accountability Requirements

Recipients may be required to submit a final Achievement Report when the project is completed, outlining the benefits achieved compared to the expectations indicated in the proposal.

6. Amount

The maximum amount of the grant will depend on the specific initiative; however, no individual grant can exceed the contribution budget amount published in the Main Estimates – Summary of Grants and Contributions.

7. Payment Method

One payment will be issued. Exceptions to this condition are listed in the schedules of each grant agreement.

8. Term

Grants are one-time only, with a reporting period from April 1st to March 31st of each fiscal year. Exceptions to this condition are listed in the schedules of each grant agreement.

SCHEDULE A – 2 LICENSED CHILD CARE CENTRES – MINOR HEALTH AND SAFETY

1. Purpose

To provide funding to licensed child care centres to help with the costs associated with minor repairs, modifications, or additional equipment required to meet fire, health, and safety regulations.

2. Eligibility

Eligibility is restricted to licensed non-profit child care centres, in good standing with Nunavut Legal Registries where applicable, and licensed family home daycares.

3. Review

Prior to issuing funding, applications will be reviewed by the Early Learning and Child Care division and approved by the Director of Early Learning and Child Care.

4. Supporting Data

Recipients must submit a completed application form. Evidence of the fire, health or safety issue, such as a copy of the inspection report from the Office of the Fire Marshal or Environmental Health Officer indicating the required repairs or modifications, or photographs of the area of concern, and quotes for the proposed work are also required.

5. Accountability Requirements

Recipients are required to submit an Achievement Report when the project is completed indicating the work carried-out, including photographs and receipts for the actual amount spent.

6. Amount

This program is subject to financial availability. The maximum amount that can be awarded to a centre/family home daycare is \$10,000 per year.

7. Payment Method

One lump-sum payment will be issued.

8. Term

Grants are awarded once per fiscal year only, with a reporting period from April 1st to March 31st of each Government of Nunavut fiscal year.

SCHEDULE A – 3 EARLY CHILDHOOD EDUCATION CERTIFICATION SUPPORT

1. Purpose

To promote and support certification of licensed child care centre staff enrolled in a Canadian Early Childhood Education (ECE) certification program. Supporting licensed child care centre staff pursuing ECE certification improves the quality of early childhood education in alignment with the Nunavut Early Learning and Child Care Quality Framework.

2. Eligibility

Eligibility is restricted to licensed non-profit child care centres in good standing with Nunavut legal registries, where applicable, including family home daycares with staff that have been accepted into an ECE certificate or diploma program. Staff that were previously supported who did not successfully complete their courses and/or program are not eligible for additional funding.

3. Review

Prior to issuing funding, the Early Learning and Child Care division will review the eligibility of supporting data of all applicants. Recommendations for approval are made to the Director, Early Learning and Child Care.

4. Supporting Data

Applicants must complete and submit the Early Childhood Educator Certification Support application form, including documentation that staff have been accepted into an early childhood educator certificate or diploma program at a Canadian post-secondary institution.

5. Accountability Requirements

Recipients must provide invoices and/or receipts for tuition and textbooks. Within 60 days of the end of the timeframe indicated in the grant agreement, documentation must be provided to the Department indicating that staff have successfully completed the program, continue to be enrolled in the program, or were unsuccessful in the program.

6. Amount

A maximum of \$10,000 per year per participating staff member. Any amount exceeding the amount established in the Main Estimates, or available through federal funding agreements, must be approved by the Financial Management Board.

7. Payment Method

Payment is once per year.

8. Term

Grants are once per fiscal year only, with a reporting period from April 1st to March 31st of each Government of Nunavut fiscal year.

SCHEDULE A – 4 NUNAVUT EDUCATION WEEK

1. Purpose

To provide funding to support the delivery of activities related to Nunavut Education Week for Nunavut schools.

2. Eligibility

Eligibility is restricted to Nunavut District Education Authorities (DEAs) and the Commission scolaire francophone du Nunavut (CSFN).

3. Review

Prior to issuing funding, applications will be reviewed by the Stakeholder Engagement Division and approved by the Director, Stakeholder Engagement.

4. Supporting Data

A completed application form must be submitted to the Department.

5. Accountability Requirements

Recipients are required to submit copies of all vendor receipts and a list of activities that occurred during the reporting period.

6. Amount

The maximum amount of the grant will depend on the specific initiative; however, no individual grant can exceed the contribution budget amount published in the Main Estimates - Summary of Grants and Contributions.

7. Payment Method

One lump-sum payment will be issued.

8. Term

Grants are awarded once per fiscal year only, with a reporting period from April 1st to March 31st of each Government of Nunavut fiscal year.

SCHEDULE A – 5 NATIONAL TRUTH AND RECONCILIATION DAY

1. Purpose

To provide funding to support the delivery of activities related to National Truth and Reconciliation Day for Nunavut schools.

2. Eligibility

Eligibility is restricted to non-profit organizations and municipal corporations.

3. Review

Prior to issuing funding, staff from the Corporate Services Division will review the funding proposal.

4. Supporting Data

A completed funding proposal and application form must be submitted to the Department, which includes a description of the project goals, an outline of the project objectives, and anticipated outcomes.

5. Accountability Requirements

Recipients are required to submit an Achievement Report that provides a description of the activities that occurred, and the benefits achieved compared to the expectations indicated in the proposal.

6. Amount

The maximum amount of the grant will depend on the specific initiative; however, no individual grant can exceed the contribution budget amount published in the Main Estimates - Summary of Grants and Contributions.

7. Payment Method

One lump-sum payment will be issued.

8. Term

Grants are awarded once per fiscal year only, with a reporting period from April 1st to March 31st of each Government of Nunavut fiscal year.

SCHEDULE B CONTRIBUTIONS

Community Literacy Funding Program	B-1	Page 14
Nunavut Sivuniksavut	B-2	Page 15
Young Parents Stay Learning	B-3	Page 16
Licensed Child Care Centre Operations and Maintenance Funding	B-4	Page 18
Early Childhood Education – Inuit Language and Culture	B-5	Page 20
Early Childhood Programs – Healthy Children Initiative	B-6	Page 22
Licensed Child Care Centres – Inclusion and Equity	B-7	Page 24
Licensed Child Care Centres – Start-Up Funding	B-8	Page 25
Licensed Child Care Space Creation and Support	B-9	Page 27
Licensed Child Care Parental Fee Support Program	B-10	Page 29
Early Learning and Child Care Wage Scale Program	B-11	Page 30
Early Childhood Educator Program	B-12	Page 31
Nunavut Arctic College Programs	B-13	Page 32
Certificate in Educational Leadership	B-14	Page 33
Coalition of Nunavut DEAS	B-15	Page 34
DEA/CSFN – Operations and Maintenance	B-16	Page 35
Science Education Initiatives	B-17	Page 37
Arts Initiatives	B-18	Page 38
Study Abroad Programs	B-19	Page 39
Supporting Wellness in Safe School Communities	B-20	Page 40
NTA – Professional Development Fund	B-21	Page 42
Summer Literacy Camps	B-22	Page 43
Nunavut Community Access Program	B-23	Page 44
Connected North	B-24	Page 45

SCHEDULE B – 1 COMMUNITY LITERACY FUNDING PROGRAM

1. Purpose

To provide funding to assist with the cost of developing and providing literacy and language programming and to support the delivery of essential skills building programs.

2. Eligibility

Eligibility is restricted to Iliitaqsiiniq, and the Nunavut Literacy Council.

3. Review

Prior to issuing funding, staff from the Advanced Education and Corporate Services Divisions will review the eligibility based on provided supporting data. Recommendations for approval are made to the Manager, Adult Programs.

4. Supporting Data

A completed funding proposal and application form must be submitted to the Department, which includes a description of the project goals, an outline of the project objectives, and anticipated outcomes, the proposed budget, including revenues and expenditures, and a timeline for completion of the project.

5. Accountability Requirements

Recipients of a contribution in excess of \$100,000 are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and Audited Financial Statements, within 90 days of the end of the project or the Government of Nunavut's fiscal year.

Recipients of a contribution that of \$100,000 or less are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and year-end Schedule of Revenues and Expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.

6. Amount

The amount is published in the Main Estimates and approved by the Legislative Assembly for this program. Any amount exceeding the amount established in the Main Estimates must be approved by the Financial Management Board.

7. Payment Method

Payments will be issued in installments, as per the terms of the Contribution Agreement.

8. Term

Contributions are one-time only, with a reporting period from April 1st to March 31st of each fiscal year. The department may conditionally approve multi-year funding, subject to availability of funds in subsequent years.

SCHEDULE B – 2 NUNAVUT SIVUNIKSAVUT

1. Purpose

To provide financial support to Nunavut Sivuniksavut to assist with costs related to operations and maintenance of the program. This program aligns with the Department's mandate of supporting adult learning and ensuring that the delivery of post-secondary education programs and services are of high quality.

2. Eligibility

Eligibility is restricted to Nunavut Sivuniksavut.

3. Review

Prior to issuing funding, staff from the Advanced Education and Corporate Services Divisions will review the proposal. Recommendations for approval are made to the Director, Advanced Education.

4. Supporting Data

A completed funding proposal must be submitted to the Department, including the proposed budget and a timeline for completion.

5. Accountability Requirements

Recipients of a contribution in excess of \$100,000 are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and Audited Financial Statements, within 90 days of the end of the project or the Government of Nunavut's fiscal year.

Recipients of a contribution that is \$100,000 or less are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and year-end Schedule of Revenues and Expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.

6. Amount

The amount is published in the Main Estimates and approved by the Legislative Assembly for this program. Any amount exceeding the amount established in the Main Estimates must be approved by the Financial Management Board.

7. Payment Method

Payments will be issued in installments, as per the terms of the Contribution Agreement.

8. Term

Contributions are once per fiscal year only, with a reporting period from April 1st to March 31st of each Government of Nunavut fiscal year. The department may conditionally approve multi-year funding, subject to availability of funds in subsequent years.

SCHEDULE B - 3 YOUNG PARENTS STAY LEARNING

1. Purpose

This program provides application driven contributions to licensed child care centres to support and encourage young parents to attend school by subsidizing their child care fees. If no licensed child care is available in the community, private child care may be considered. Supporting young parents to stay in school benefits all levels of the government, the private sector, and all Nunavummiut. This program also supports the overall mandate of the Department and supports life-long learning.

2. Eligibility

Eligibility is restricted to students under 18 years old attending school full-time with children of their own. Applicants must complete and submit a Young Parents Stay Learning application form.

3. Review

Young Parents Stay Learning application forms are signed by the applicable licensed child care centre manager or private caregiver, confirming that the child is attending while their parent is in school. The form is also signed by the school counselor or principal at the school where the parent is attending. Final approval is made by the applicable Early Childhood Officer.

If the application is received by the end of December, the application will be approved from the day the student started school.

If the application is received in January or later, then the application will be approved from the beginning of the month the application is received or the day second semester starts, whichever is first.

4. Supporting Data

Applicants must complete and submit a Young Parents Stay Learning application form.

5. Accountability Requirements

Payments under the Young Parents Stay Learning program are only made while the parent is attending school. Monthly payments are based on attendance records that are received from the licensed child care centre or private caregiver, and the school that the parent is attending. All payments are made directly to the licensed child care centre or to the applicant if they are using a private caregiver. It is the responsibility of the applicant to pay the private caregiver. Failure to pay the private caregiver may result in the applicant being ineligible for any future Government of Nunavut funding. The Department does not pay for unexplained absences and vacations. The Department does pay for blizzard/weather days, mechanical closures, and all days of illness for licensed care. If circumstances change it is the responsibility of the applicant to notify the department within seven days.

6. Amount

The Young Parents Stay Learning program monthly payment is determined by the attendance records received by the caregiver and school. The daily rate of payment for licensed child care is limited to the licensed child care centre's posted daily rate per child. The daily rate of payment

for private care is limited by the subsidy amount for private care under the Daycare User Subsidy Program through Family Services.

7. Payment Method

Payments will be issued to applicable licensed child care centres or to the applicant if they are using a private caregiver on a monthly basis. Payments under the Young Parents Stay Learning program are based upon the licensed child care centre's posted daily rate and posted maximum subsidy rate for private care and are calculated from participants' attendance records once received by the Department. Funds are released once these requirements have been met and are not to be recorded as Accountable Advances.

8. Term

Contributions are one-time only with a school year-based reporting period.

SCHEDULE B – 4 LICENSED CHILD CARE CENTRE OPERATIONS AND MAINTENANCE FUNDING

1. Purpose

This program provides contributions to licensed child care centres to help with the costs associated with the operations and maintenance of the centre.

This funding will support licensed child care centres to bridge the gap between the amount of funding received and revenue generated and the cost of running their programs, so that they can deliver affordable and more consistent programs and services.

2. Eligibility

Eligibility is restricted to licensed non-profit child care centres in good standing with Nunavut legal registries and licensed family home daycares in Nunavut. Centres may be operated by non-profit societies, District Education Authorities (DEAs), the Commission scolaire francophone du Nunavut (CSFN), and hamlets/municipalities. Parental fees for child care services may be increased annually by no more than the previous year's rate of inflation when receiving this funding.

3. Review

All applications for program contribution will be reviewed by the Early Learning and Child Care Division and approved by the Director of Early Learning and Child Care.

4. Supporting Data

A completed funding application must be submitted to the Department, proof of good standing with Nunavut Legal Registries, where applicable, and a list of the board of directors.

5. Accountability Requirements

The recipient of the funding must provide the Department with monthly reports to provide information on actual monthly attendance, the number of children attending the centre and the number of parents served by the centre, including other de-identified demographic data.

All recipients are subject to random audits as required.

6. Amount

The total allotted budget for all recipients is listed in the Main Estimates - Summary of Grants and Contributions. The exact amount for each recipient will be determined based on a Department approved funding formula that is reviewed yearly to allow for the maximum usage of the budget. There is no maximum amount per recipient. Any amount exceeding the amount established in the Main Estimates and available through federal funding agreements must be approved by the Financial Management Board.

7. Payment Method

Payments will be issued in monthly installments, as outlined in the terms of the Contribution Agreement.

8. Term

Contributions are once per fiscal year, with a reporting period from April 1st to March 31st of each Government of Nunavut fiscal year. The department may conditionally approve multi-year funding, subject to availability of funds in subsequent years.

SCHEDULE B – 5 EARLY CHILDHOOD EDUCATION – INUIT LANGUAGE AND CULTURE

1. Purpose

This program provides contributions to District Education Authorities (in alignment with Section 17 of the *Education Act*) and licensed child care centres in Nunavut for the provision of early childhood programs, for children ages 0 to 6 years, rooted in Inuit language and culture. Funding may be allocated for one or more of the following purposes:

1. Enhancing activities and instruction with Elders and/or cultural experts
2. Enhancing activities and instruction through resource development
3. Enhancing Inuit language and culture through family events

Detailed descriptions of eligible activities are outlined within each Contribution Agreement. This program supports the overall mandate of the Department.

2. Eligibility

Eligibility is restricted to District Education Authorities (DEAs), the Commission scolaire francophone du Nunavut (CSFN), non-profit organizations, and licensed non-profit child care centres in good standing with Nunavut legal registries, including family home daycares in Nunavut. If the recipient is also accessing funding under B-6 Healthy Children Initiatives Stream 1 – Community Initiatives, the purchase of healthy food, including country food, may only be made under the Healthy Children Initiative funding.

3. Review

DEAs and the CSFN:

Proposals submitted by February 28th have funding priority and are reviewed by the Early Learning and Child Care Division and approved annually by the Director of Early Learning and Child Care.

Licensed child care centres (including those operated by DEAs or the CSFN) and all other recipients:

Applications will be considered after DEA and CSFN proposals received by February 28th have been reviewed. Applications will be reviewed by the Early Learning and Child Care Division and approved by the Director of Early Learning and Child Care.

4. Supporting Data

Stream 1: All recipients except licensed child care centres

A completed funding proposal must be submitted to the Department, which includes a description of the project, an outline of the project objectives, the proposed budget, including revenues and expenditures, and a timeline for completion of the project.

Stream 2: Licensed Child Care Centres

A completed funding application must be submitted to the Department, which includes proof of good standing with Nunavut Legal Registries, where applicable, and a list of the board of directors.

Centres receiving this funding must meet the necessary approvals by regulatory, municipal, and other authoritative bodies. This may include meeting health and safety standards, support from community or regional councils or any other approvals deemed necessary for the project to proceed.

5. Accountability Requirements

Stream 1: All recipients except licensed child care centres

Recipients of a contribution in excess of \$100,000 are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and Audited Financial Statements, within 90 days of the end of the project or the Government of Nunavut's fiscal year.

Recipients of a contribution that is \$100,000 or less are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and year-end Schedule of Revenues and Expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.

Stream 2: Licensed child care centres (including those operated by DEAs or the CSFN):

The recipient of the funding must provide monthly reporting indicating the number of children that participated in the language and culture programming and a narrative description of the programming that occurred in the reporting period.

6. Amount

DEAs and the CSFN:

Stream 1: All recipients except licensed child care centres

The total allotted budget for all recipients is listed in the Main Estimates - Summary of Grants and Contributions or relevant federal funding agreement. There is no maximum amount per recipient. Any amount exceeding the amount established in the Main Estimates, or available through federal funding agreements, must be approved by the Financial Management Board.

Stream 2: Licensed child care centres

The exact amount for each recipient will be determined based on funding remaining after priority applications have been considered, based on a department approved funding formula that considers the number of licensed child care spaces. The funding formula is reviewed yearly to allow for the maximum usage of the remaining budget. There is no maximum amount per recipient.

7. Payment Method

Payments will be issued in installments as per the Contribution Agreement.

8. Term

Contributions are one-time only, with a reporting period from July 1st to June 30th of each year. The department may conditionally approve multi-year funding, subject to availability of funds in subsequent years.

SCHEDULE B – 6

EARLY CHILDHOOD PROGRAMS – HEALTHY CHILDREN INITIATIVE

1. Purpose

This program provides contributions to non-profit community-based organizations, Hamlets/Municipalities, licensed child care centres, including family home daycares, District Education Authorities (DEAs) and the Commission scolaire francophone du Nunavut (CSFN) that support communities in developing programs that best meet the needs of local children as well as initiatives that provide services to children requiring intensive or specific assistance to participate in early learning and child care programs, from the prenatal period to age 6, and their families. Support for early childhood development and pre-school skills support the mandate of the Department.

2. Eligibility

Eligibility is restricted to non-profit community-based organizations, hamlets/municipalities, licensed non-profit child care centres, in good standing with Nunavut Legal Registries, and licensed family home daycares, DEAs and the CSFN.

3. Review

All proposals are reviewed by the Early Learning and Child Care Division and approved by the Director of Early Learning and Child Care.

4. Supporting Data

Stream 1: Community Initiatives

Licensed child care centres:

A completed funding application must be submitted to the Department, which includes proof of good standing with Nunavut Legal Registries, where applicable, and a list of the board of directors.

All other proposals:

Recipients must complete a proposal that includes: a description of the project, including its need, who will participate, how it will improve existing services or programs, the organizations involved; success criteria and a detailed budget.

Stream 2: Supportive Child Services

Recipients must complete a proposal outlining: the support services required, why the services are needed, who will participate, the organizations involved, success criteria, and a detailed budget. A support letter from a health professional may be included but is not required.

5. Accountability Requirements

Stream 1 for licensed child care centres:

The recipient of the funding must provide the Department with monthly reports indicating the number of children that benefited from the funding and a narrative description of the programming that occurred in the reporting period, for example the quantity and types of

healthy foods that were served.

Stream 1 for all recipients that are not licensed child care centres and Stream 2:

Recipients of a contribution in excess of \$100,000 are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and Audited Financial Statements, within 90 days of the end of the project or the Government of Nunavut's fiscal year.

Recipients of a contribution that is \$100,000 or less are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and year-end Schedule of Revenues and Expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.

6. Amount

The maximum contribution that can be awarded may vary based on the specific proposal. Licensed child care centre applications under stream one will be determined based on a department approved funding formula that is reviewed yearly. However, the total cumulative amount awarded for projects under this initiative cannot exceed the Early Learning and Child Care contribution budget established annually in the Main Estimates – Summary of Grants and Contributions. There is no maximum amount per recipient.

7. Payment Method

Payments will be issued in installments, as outlined in the terms of the Contribution Agreement.

8. Term

Contributions are one-time only, with a reporting period from April 1st to March 31st of each Government of Nunavut fiscal year. The department may conditionally approve multi-year funding, subject to availability of funds in subsequent years.

SCHEDULE B - 7 LICENSED CHILD CARE CENTRES – INCLUSION AND EQUITY

1. Purpose

To provide contribution funding to support the purchase of resources to increase licensed child care inclusion and equity for children ages 0-6.

2. Eligibility

Eligibility is restricted to licensed non-profit child care centres, in good standing with Nunavut Legal Registries where applicable, including family home daycares, serving children ages 0-6. Centres may be operated by non-profit societies, District Education Authorities (DEAs), the Commission scolaire francophone du Nunavut (CSFN).

3. Review

Prior to issuing funding, proposals will be reviewed by the Early Learning and Child Care Division and approved by the Director, Early Learning and Child Care.

4. Supporting Data

A completed funding proposal must be submitted to the Department, which includes a description of the resources to be purchased, an outline of the benefits of the resources, and quotes for the purchase, shipping, and installation of the resources, as applicable.

5. Accountability Requirements

Recipients of a contribution in excess of \$100,000 are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and Audited Financial Statements, within 90 days of the end of the project or the Government of Nunavut's fiscal year.

Recipients of a contribution that is \$100,000 or less are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and year-end Schedule of Revenues and Expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.

6. Amount

The maximum contribution that can be awarded may vary based on the specific proposal. However, the total cumulative amount awarded for projects under this initiative cannot exceed the contribution budget established under the available federal funding. There is no maximum amount per recipient.

7. Payment Method

Payments will be issued in installments, as per the terms of the Contribution Agreement.

8. Term

Contributions are once per fiscal year only, with a reporting period from April 1st to March 31st of each Government of Nunavut fiscal year. The department may conditionally approve multi-year funding, subject to availability of funds in subsequent years.

SCHEDULE B – 8 LICENSED CHILD CARE CENTRES – START-UP FUNDING

1. Purpose

To provide one-time funding support for costs related to opening, increasing spaces, or relocating a licensed child care centre in Nunavut. Promoting the development of licensed child care programs supports the overall mandate of the Department.

2. Eligibility

Eligibility is restricted to non-profit organizations in good standing with Nunavut Legal Registries, District Education Authorities (DEAs), the Commission scolaire du Nunavut (CSFN), and municipalities, seeking to start or expand a licensed child care centre, and individuals seeking to start a licensed family home daycare.

3. Review

Prior to issuing funding, applications will be reviewed by the Early Learning and Child Care Division and approved by the Director, Early Learning and Child Care.

4. Supporting Data

Recipients must submit an application that includes a brief description of the program, a copy of a draft budget for the start-up funds, proof of incorporation as a non-profit organization (if applicable), \$2,000,000 comprehensive general liability insurance, and an application for a Child Care Centre Licence. If the application is for a new centre, proof of the need for additional child care in the community must also be provided, such as a letter of support from Hamlet council, the school, parents of children requiring care, or confirmation of the number of children on the wait list at existing licensed child care centres in the community.

5. Accountability Requirements

Recipients of a contribution in excess of \$100,000 are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and Audited Financial Statements, within 90 days of the end of the project or the Government of Nunavut's fiscal year.

Recipients of a contribution that is \$100,000 or less are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and year-end Schedule of Revenues and Expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.

6. Amount

The amount is determined by the anticipated number of licensed child care spaces to be created. The exact amount for each recipient will be determined based on a department approved funding formula and financial availability.

7. Payment Method

Payments will be issued in installments as per the terms of the Contribution Agreement.

8. Term

Contribution agreements are awarded once per fiscal year only, with a reporting period from April 1st to March 31st of each Government of Nunavut fiscal year. The department may conditionally approve multi-year funding, subject to availability of funds in subsequent years.

SCHEDULE B – 9

LICENSED CHILD CARE SPACE CREATION AND SUPPORT

1. Purpose

The purpose of this funding is to prevent or correct the loss of existing licensed child care spaces and to create new licensed child care spaces for children ages 0-6, in alignment with the Department of Education’s commitment to increasing access to licensed child care.

Eligible costs will include those associated with major and minor capital projects, including but not limited to planning, design, construction and renovations, start-up costs such as business plans and feasibility studies, land and building acquisition costs (i.e., to purchase assets) as well as financial incentives to support the additional capital costs associated with more inclusive spaces.

Ineligible infrastructure expenditures include ongoing operations and maintenance.

2. Eligibility

Stream 1 – Reopening or supporting an existing licensed child care centre:

Eligibility is restricted to licensed non-profit child care centres in Nunavut that have been closed for an extended period or are at risk of permanent closure.

Stream 2 – New Space Creation:

Eligibility is restricted to non-profit societies in good standing with Nunavut Legal Registries, hamlets/municipalities, District Education Authorities (DEAs), the Commission scolaire francophone du Nunavut (CSFN), non-governmental organizations, and potential family home daycare operators.

3. Review

This funding is available on a first-come-first-served basis. The Department will prioritize proposals to reopen, support, or increase licensed child care spaces for children ages 0-6 in underserved communities.

Prior to issuing funding, applications will be reviewed by the Early Learning and Child Care Division and approved by the Director, Early Learning and Child Care.

4. Supporting Data

A funding proposal, including the location, or proposed location, of the licensed child care centre, a breakdown of costs by Government of Nunavut fiscal year and associated quotes, or proof of financial need, must be submitted to the Department for both streams.

Stream 1: Reopening or supporting an existing licensed child care centre

Licensed non-profit child care centres receiving this funding must be in good standing with Nunavut legal registries. A budget showing anticipated revenue and expenses and a plan detailing how the centre will ensure its ongoing sustainability beyond access to this one-time funding.

Stream 2: New Space Creation

The anticipated number of licensed child care spaces that will be created, evidence of the demand for additional child care in the community, and details on the organization that will operate the licensed child care spaces, if the funding recipient does not intend to operate the spaces themselves, must be provided. Additional information may be requested depending on the type and stage of the project, for example the purchase of an existing building, the renovation of an existing building or the construction of a new building.

5. Accountability Requirements

Where applicable, recipients under both streams must provide copies of relevant reports such as building or occupancy permits, engineering reports, building condition assessments, hazardous substance surveys, environmental health, and fire marshal reports. For Stream 2: New Space Creation, recipients must provide evidence and supporting documentation for all expenses charged to the project such as invoices for the services rendered by contractors, proof of purchase of land or a building for each fiscal year of the project.

Recipients of a contribution in excess of \$100,000 are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and Audited Financial Statements, within 90 days of the end of the project or the Government of Nunavut's fiscal year.

Recipients of a contribution that is \$100,000 or less are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and year-end Schedule of Revenues and Expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.

6. Amount

The maximum contribution that can be awarded may vary based on the specific proposal. The total cumulative amount awarded for projects under this initiative cannot exceed the funding available through federal funding agreements. There is no maximum amount per recipient.

7. Payment Method

Payments will be issued in installments as per the Contribution Agreement.

8. Term

Contributions are one-time only, with a reporting period from April 1st to March 31st. The department may conditionally approve multi-year funding, subject to availability of funds in subsequent years.

SCHEDULE B – 10

LICENSED CHILD CARE PARENTAL FEE SUPPORT PROGRAM

1. Purpose

To provide contribution funding to licensed non-profit early learning and child care centres to help reduce the cost of parental fees and increase affordability of childcare in Nunavut.

2. Eligibility

Eligibility is restricted to licensed non-profit early learning and child care centres, including family home daycares, as well as centres that are administered by hamlets/municipalities, District Education Authorities (DEAs) and the Commission scolaire du Nunavut (CSFN) in Nunavut for children ages 0 to 6 years. Parental fees for child care services may be increased annually by no more than the previous year's rate of inflation when receiving this funding.

3. Review

Prior to issuing funding, all applications will be reviewed by the Early Learning and Child Care Division and approved by the Director, Early Learning and Child Care.

4. Supporting Data

A completed application form and proof of good standing with Nunavut Legal Registries, where applicable.

5. Accountability Requirements

Recipients must provide the Department with monthly attendance reporting and documentation to show funding applied directly to reduce the daily parental fee for care for children ages 0-6, such as parental fee invoices.

All recipients are subject to random audits.

6. Amount

The amount is determined based on the number of children attending monthly and the current parental fee. The amount is based on federal funding agreements. Any amount exceeding the amount established in the Main Estimates must be approved by the Financial Management Board.

7. Payment Method

Payments will be issued in monthly installments, as per the terms of the Contribution Agreement.

8. Term

Contributions are once per fiscal year only, with a reporting period from April 1st to March 31st of each Government of Nunavut fiscal year. The department may conditionally approve multi-year funding subject to availability of funds in subsequent years.

SCHEDULE B – 11

EARLY LEARNING AND CHILD CARE WAGE SCALE PROGRAM

1. Purpose

To provide contribution funding to support the recruitment and retention of early childhood educators and licensed child care centre staff.

2. Eligibility

Eligibility is restricted to licensed non-profit child care centres in good standing with Nunavut Legal Registries, including family home daycares, and centres that are administered hamlets/municipalities, District Education Authorities (DEAs) and the Commission scolaire francophone du Nunavut (CSFN) serving children aged 0-6 years old.

3. Review

Prior to issuing funding, applications will be reviewed by the Early Learning and Child Care Division and approved by the Director, Early Learning and Child Care.

4. Supporting Data

A completed application form, and a monthly list of employed licensed child care centre staff, including their position, current base hourly wage, years of licensed child care experience, and current level of early childhood educator certification (i.e., none, certificate or diploma). Proof of certification from a Canadian educational institution or a credential evaluation from certification from outside of Canada must be provided.

5. Accountability Requirements

Recipients must provide the Department with pay stubs on either a monthly or on a quarterly basis to demonstrate that employees have been paid as per the wage rates set out in the Early Learning and Child Care Wage Scale. Time sheets will also be required to show hours of work for each licensed child care centre employee benefiting from this funding.

All recipients are subject to random audits.

6. Amount

The amount is determined based on the number of employees working at a centre, their employment category, base wage, years of experience, associated responsibilities and level of early childhood educator certification. The annual amount is based on federal funding agreements. Any amount exceeding the amount established in the Main Estimates must be approved by the Financial Management Board.

7. Payment Method

Payments will be issued monthly or quarterly, as per the terms of the Contribution Agreement.

8. Term

Contributions are once per fiscal year only, with a reporting period from April 1st to March 31st of each Government of Nunavut fiscal year. The department may conditionally approve multi-year funding, subject to availability of funds in subsequent years.

SCHEDULE B – 12 EARLY CHILDHOOD EDUCATOR PROGRAM

1. Purpose

To provide Nunavut Arctic College with funding to increase its offerings of Early Childhood Educator courses in Nunavut.

2. Eligibility

Eligibility is restricted to Nunavut Arctic College.

3. Review

The proposal will be reviewed by the Early Learning and Child Care division and approved by the Director, Early Learning and Child Care, prior to issuing funding.

4. Supporting Data

A completed funding proposal is submitted to the Department, which includes a description of the program or service; goals and objectives; an outline of any program changes from the previous fiscal year; a description of support provided by other programs; identification of staffing levels; reasons for contracting if required; and any other information as identified and/or requested.

5. Accountability Requirements

Recipients of a contribution in excess of \$100,000 are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and Audited Financial Statements, within 90 days of the end of the project or the Government of Nunavut's fiscal year.

Recipients of a contribution that is \$100,000 or less are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and year-end Schedule of Revenues and Expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.

6. Amount

The amount of the contribution is determined each year through consultation between the Department and the Nunavut Arctic College. The contribution budget is established in federal funding agreements.

7. Payment Method

Payments will be issued in quarterly installments, as per the Contribution Agreement.

8. Term

Contributions are once per fiscal year only, with a reporting period from April 1st to March 31st of each Government of Nunavut fiscal year. The department may conditionally approve multi-year funding, subject to availability of funds in subsequent years.

SCHEDULE B – 13 NUNAVUT ARCTIC COLLEGE PROGRAMS

1. Purpose

This program provides contributions to Nunavut Arctic College to support the delivery of the Bachelor of Education program Nunavut Teacher Education Program (NTEP) in communities across Nunavut and to support the delivery of targeted post-secondary training.

This program supports the overall mandate of the Department.

2. Eligibility

Eligibility is restricted to Nunavut Arctic College.

3. Review

Prior to issuing funding, the proposal is reviewed and approved by the Manager, Adult Programs.

4. Supporting Data

A completed funding proposal must be submitted to the Department, which includes a description of the project, an outline of the project objectives, delivery location, a project-based budget and a timeline for completion of the project. Information in the proposal also includes a description of the program or service; goals and objectives; budget for each delivery, including dates and location of programs; an outline of any program changes from the previous fiscal year; a description of support provided by other programs; identification of staffing levels; reasons for contracting if required; and any other information as identified and/or requested.

5. Accountability Requirements

Recipients of a contribution in excess of \$100,000 are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and Audited Financial Statements, within 90 days of the end of the project or the Government of Nunavut's fiscal year.

Recipients of a contribution that is \$100,000 or less are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and year-end Schedule of Revenues and Expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.

6. Amount

The amount of the contribution is determined each year through consultation between the Department and the Nunavut Arctic College. The contribution budget is established in the Main Estimates- Summary of Grants and Contributions.

7. Payment Method

Payments will be issued in quarterly installments, as per the Contribution Agreement.

8. Term

Contributions are ongoing, with a reporting period from July 1st to June 30th of each fiscal year.

SCHEDULE B – 14

CERTIFICATE IN EDUCATIONAL LEADERSHIP

1. Purpose

This program provides a contribution to the successful proponent to support the cost of delivery of the Certificate in Educational Learning and Nunavut Learning Coach Training Program. Learning Coaches are an integral component of the Balanced Learning Initiative and the Literacy Framework for Nunavut Schools. This program supports the overall mandate of the Department.

2. Eligibility

Eligibility is restricted to the successful proponent after a competitive procurement process.

3. Review

A proposal is submitted by the proponent that is reviewed by Senior Management and financial officials in the Department. Recommendations for approval are made to the Deputy Minister.

4. Supporting Data

The recipient must provide the Department with a fiscal year budget and an annual work plan. The Department will not distribute any funds until the annual budget and work plan are submitted.

5. Accountability Requirements

Recipients of a contribution in excess of \$100,000 are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and Audited Financial Statements, within 90 days of the end of the project or the Government of Nunavut's fiscal year.

Recipients of a contribution that is \$100,000 or less are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and year-end Schedule of Revenues and Expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.

6. Amount

The amount of the contribution is based on budget details within the proponent's submissions. The contribution budget is established in the Main Estimates – Summary of Grants and Contributions.

7. Payment Method

Payments will be issued in installments, as outlined in the terms of the Contribution Agreement.

8. Term

Contributions are ongoing, with a reporting period from April 1st to March 31st of each fiscal year. The department may conditionally approve multi-year funding, subject to availability of funds in subsequent years.

SCHEDULE B – 15

COALITION OF NUNAVUT DEAS

1. Purpose

This program provides contribution funding to the Coalition of Nunavut District Education Authorities (CNDEA) to assist in the development of the organization, and for the provision of financial support for any planned meetings of Coalition members. The program supports the overall mandate of the Department.

2. Eligibility

Eligibility is restricted to the Coalition of Nunavut District Education Authorities.

3. Review

A proposal that outlines the planned annual activities and related expected costs/budget is submitted by the Coalition of Nunavut District Education Authorities for review by the Department. Approvals or recommendations are made by the Deputy Minister.

4. Supporting Data

The recipient must provide the Department with a fiscal year budget using the provided template and an annual work plan no later than 30 days after the beginning of the fiscal year. The Department will not distribute any funds until the annual budget and work plan are submitted.

5. Accountability Requirements

The recipient will provide the Department with quarterly financial reports that include the following information: a statement of operation; statement of financial position; budget to actual expenses variance report; progress reports on its stated annual goals; and copies of minutes of board meetings. The recipient must establish separate accounting procedures for the purpose of this agreement.

Recipients of a contribution in excess of \$100,000 are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and Audited Financial Statements, within 90 days of the end of the project or the Government of Nunavut's fiscal year.

6. Amount

Each fiscal year, the contribution budget is established in the Main Estimates – Summary of Grants and Contributions.

7. Payment Method

Payments will be issued in installments, as outlined in the terms of the Contribution Agreement.

8. Term

Contributions are ongoing, with a reporting period from April 1st to March 31st of each fiscal year.

SCHEDULE B – 16

DEA/CSFN – OPERATIONS AND MAINTENANCE

1. Purpose

This program provides contributions to District Education Authorities (DEAs) and Commission Scolaire Francophone du Nunavut (CSFN) in Nunavut for programs provided under Section 7 of the *Education Act*. Funding may be allocated through Contribution Agreements to one or more of the following projects:

1. Inuuqatigiitsiarniq
2. Elders as Mentors for Inuinnaqtun
3. Student Busing
4. Young Offenders
5. Innait Inuksiutilirijit
6. Operational Expenses

Detailed descriptions of eligible activities are outlined within each Contribution Agreement. This program supports the overall mandate of the Department.

2. Eligibility

Eligibility is restricted to DEAs and the CSFN in Nunavut.

3. Review

Formula funding amounts are reviewed by the Director of Corporate Services. Final Contribution Agreements are reviewed and approved annually by the Department.

4. Supporting Data

For any additional funding over and above the formula funding amounts, a request is submitted to the Minister, which includes a description of the project, an outline of the project objectives, the proposed budget, including revenues and expenditures, and a timeline for completion of the project.

5. Accountability Requirements

Quarterly financial reports are due within 30 days of the end of each annual quarter: September 30th, December 31st, March 31st and June 30th. The report must provide details on all revenues and expenditures incurred under this agreement. Additional details may be requested to support the expenses.

For amounts in excess of \$100,000, the recipient is required to submit Audited Financial Statements, including a Schedule of Revenues and Expenses, in a format approved by the Minister by September 30 of each year to cover the previous schools year (July 1st - June 30th). If the required financial reports are not submitted, the recipient will not be eligible for further funding until financial statements indicating that the contribution was expended are submitted, or any amount unaccounted for is repaid.

6. Amount

The amount of the contribution for DEAs is determined through a funding formula. The total budget for DEA Contributions is established in the Main Estimates under K-12 School Operations. The budget amount reported in the Main Estimates is delayed by one year due to the nature of the funding formula being based on attendance on September 30th of the prior year. There is no maximum amount per recipient.

7. Payment Method

Payments will be issued in installments as per the Contribution Agreements.

With respect to Operational Expenses, DEAs are permitted to retain any surplus only from the Operational Expense Contribution Agreement to the extent that this surplus offsets an accumulated deficit position from a prior year. This surplus is determined per the audited financial statements. DEAs cannot net any of the other project Contribution Agreement surpluses or deficits together. Any Operating Expense Contribution Agreement surplus remaining after eliminating the previous year's accumulated deficit is repayable to the Government of Nunavut.

8. Term

Contributions are ongoing, with a reporting period from July 1st to June 30th.

SCHEDULE B – 17

SCIENCE EDUCATION INITIATIVES

1. Purpose

This program provides contribution funding to support the delivery of youth science education programming to Nunavut students. This program supports the overall mandate of the Department.

2. Eligibility

Eligibility is restricted to individuals, non-profit organizations and municipal corporations.

3. Review

Program and finance officials in the Department review submitted proposals and make recommendations for approval to the Deputy Minister.

4. Supporting Data

A completed funding proposal is submitted to the Department which includes an annual description of the activities, and a proposed budget including revenues and expenditures.

5. Accountability Requirements

Recipients of a contribution in excess of \$100,000 are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and Audited Financial Statements, within 90 days of the end of the project or the Government of Nunavut's fiscal year.

Recipients of a contribution that is less \$100,000 or less are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and year-end Schedule of Revenues and Expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.

6. Amount

The budget for this contribution is determined annually. Any expenditures exceeding the amount established in the Main Estimates requires Financial Management Board approval. Each fiscal year the budget is established in the Main Estimates - Summary of Grants and Contributions.

7. Payment Method

Payments will be made in installments, as outlined in the terms of the Contribution Agreement.

8. Term

Contributions are one-time only, with a reporting period from April 1st to March 31st of each fiscal year. The department may conditionally approve multi-year funding, subject to availability of funds in subsequent years.

SCHEDULE B – 18 ARTS INITIATIVES

1. Purpose

This program provides contribution funding to support the delivery of the arts in Nunavut schools. Programming may include music education courses, art programs and events, workshops for teachers and students, special artist visits, etc. This program supports the overall mandate of the Department.

2. Eligibility

Eligibility is restricted to individuals, non-profit organizations and municipal corporations.

3. Review

Program and finance officials in the Department review the proposal and make recommendations for approval to the Deputy Minister.

4. Supporting Data

A completed application is submitted to the Department, which includes a description of the project, an outline of the project objectives, the proposed budget including revenues, expenditures, and a cost breakdown for each project component, and a timeline for completion of the project.

5. Accountability Requirement

Recipients of a contribution in excess of \$100,000 are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and Audited Financial Statements, within 90 days of the end of the project or the Government of Nunavut's fiscal year.

Recipients of a contribution that is \$100,000 or less are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and year-end Schedule of Revenues and Expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.

6. Amount

The budget for this contribution is established annually. Expenditures exceeding the amount established in the Main Estimates require Financial Management Board approval. Each fiscal year the budget is established in the Main Estimates – Summary of Grants and Contributions.

7. Payment Method

Payments will be made in installments, as per the Contribution Agreement.

8. Term

Contributions are one-time only, with an annual reporting period from April 1st to March 31st of each fiscal year. The department may conditionally approve multi-year funding, subject to availability of funds in subsequent years.

SCHEDULE B – 19 STUDY ABROAD PROGRAMS

1. Purpose

This program provides contribution funding to non-profit organizations for the delivery of study abroad programs, either in Canada or internationally, for Nunavut students and youth.

2. Eligibility

Eligibility is restricted to non-profit organizations and municipal corporations.

3. Review

Program and finance officials in the Department review the proposal and make recommendations for approval to the Deputy Minister.

4. Supporting Data

A completed proposal is submitted to the Department, which includes a description of the project, an outline of the project objectives, the proposed budget, including revenues and expenditures, and a timeline for completion of the project.

5. Accountability Requirements

Recipients of a contribution in excess of \$100,000 are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and Audited Financial Statements, within 90 days of the end of the project or the Government of Nunavut's fiscal year.

Recipients of a contribution that is \$100,000 or less are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and year-end Schedule of Revenues and Expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.

6. Amount

The budget for this contribution is established annually. Changes exceeding the amount established in the Main Estimates require Financial Management Board approval. The budget is established in the Main Estimates – Summary of Grants and Contributions.

7. Payment Method

Payments will be made in installments, as per the Contribution Agreement.

8. Term

Contributions are one-time only, with an annual reporting period from April 1st to March 31st of each fiscal year. The department may conditionally approve multi-year funding, subject to availability of funds in subsequent years.

SCHEDULE B – 20

SUPPORTING WELLNESS IN SAFE SCHOOL COMMUNITITES

1. Purpose

This program provides contribution funding to support the delivery of student and staff training and other initiatives, designed to enhance safe and caring Nunavut Schools. The program supports the overall mandate of the Department.

The Canadian Red Cross provides the following training to support wellness in safe school communities:

Safety Planning — an asset-based approach designed to reinforce safe behaviours during events of significant distress or suicidal ideation. Safety Planning tools and training are part of a proactive, evidence-based approach to personal safety for youth struggling with their mental health, who are at risk of suicide, or who feel unsafe in their school, community, at home, or online.

Ikpigusuttiarniq Ilinniarnirmik — (formerly *RespectEd*) training for staff and students utilizes trainings, webinars, and access to classroom tools to show learners how to support the wellbeing of students and staff.

BeSafe! Sexual Abuse Prevention — training for staff delivering this program to students in Kindergarten to Grade 4.

Nipivut Youth Conference — an annual student leadership conference for grade 9-12 students that builds confidence in student abilities and leadership skills. The conference is held regionally on a rotating basis, so each region hosts the conference every three years.

Psychosocial Emergency Response — when activated by the Department of Education, the Canadian Red Cross provides psychosocial emergency support focused on stabilization, psychosocial support, community mobilization, and capacity building, to increase safety mechanisms for youth.

The Canadian Red Cross continues to build staff knowledge and capacity on the implementation of the Department of Education *Crisis Response Manual and Safety Planning*.

Grief Support Toolkits — to support the use of *Grief Support Toolkits*, a brief and accessible training webinar is available in both English and Inuktitut. The *Grief Support Toolkit* comes in a Government of Nunavut and Canadian Red Cross branded duffel bag that can be used as needed by the school, and includes activities, storybooks, brochures, and self-regulation tools that give staff the instruments they need to talk to students about grief.

2. Eligibility

Eligibility is restricted to the Canadian Red Cross.

3. Review

Prior to issuing funding, the Director, Student Achievement division, and finance officials in the Department review the proposal and make recommendations for approval to the Deputy Minister.

4. Supporting Data

A completed application is submitted to the Department, which includes a description of the project, an outline of the project objectives, the proposed budget including revenue and expenditures, and a timeline for completion of the project.

5. Accountability Requirements

Recipients of a contribution in excess of \$100,000 are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and Audited Financial Statements, within 90 days of the end of the project or the Government of Nunavut's fiscal year.

Recipients of a contribution that is \$100,000 or less are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and year-end Schedule of Revenues and Expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.

6. Amount

The budget for this contribution is established annually. Changes exceeding the amount established in the Main Estimates require Financial Management Board approval. Each fiscal year the budget is established in the Main Estimates – Summary of Grants and Contributions.

7. Payment Method

Payments will be made in installments, as outlined in the terms of the Contribution Agreement.

8. Term

Contributions are one-time only, with an annual reporting period from April 1st to March 31st of each fiscal year.

SCHEDULE B – 21

NUNAVUT TEACHERS’ ASSOCIATION – PROFESSIONAL DEVELOPMENT FUND

1. Purpose

This program provides contribution funding to the Nunavut Professional Development fund in accordance with the requirements of Article 16.01(2) of the Collective Agreement. The fund supports teachers to access full-time and short-term professional development opportunities. The program supports the overall mandate of the Department.

2. Eligibility

Eligibility is restricted to the Nunavut Teachers Association.

3. Review

This is a financial contribution through a negotiated Collective Agreement between the Nunavut Teachers Association (NTA) and the Minister responsible for the *Public Service Act*. The fund is administered by the Nunavut Professional Development Committee that is comprised of NTA and Department of Education management representatives.

4. Supporting Data

The amount of the contribution is determined through a calculation set out in the Collective Agreement. The calculation is reviewed by both the NTA Professional Development Council and staff from Corporate Services.

5. Accountability Requirements

The NTA shall provide the Department of Education with an audited financial statement of the fund within 90 days of the school year ending June 30th. An operating report of the activities of the fund, including details on the approved Professional Improvement events shall also be provided at that time.

Quarterly financial expenditure reports shall be submitted within 30 days of the end of each quarter based on the fund’s fiscal year.

6. Amount

The amount of the contribution is determined each year through the formula established in the Collective Agreement. Each fiscal year the budget is established in the Main Estimates – Summary of Grants and Contributions.

7. Payment Method

Payments will be made in installments, as outlined in the terms of the Contribution Agreement.

8. Term

Contributions are ongoing, with an annual reporting period from July 1st to June 30th of each fiscal year.

SCHEDULE B – 22 SUMMER LITERACY CAMPS

1. Purpose

This program provides contribution funding to support the delivery of summer literacy camps in Nunavut. The program supports the overall mandate of the Department.

2. Eligibility

Eligibility is restricted to individuals, non-profit organizations and municipal corporations.

3. Review

Program and finance officials in the Department review the proposal and make recommendations for approval to the Deputy Minister.

4. Supporting Data

A completed application is submitted to the Department, which includes a description of the project, an outline of the project objectives, the proposed budget, including revenues and expenditures, and a timeline for completion of the project.

5. Accountability Requirements

Recipients of a contribution in excess of \$100,000 are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and Audited Financial Statements, within 90 days of the end of the project or the Government of Nunavut's fiscal year.

Recipients of a contribution that is \$100,000 or less are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and year-end Schedule of Revenues and Expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.

6. Amount

The budget for this contribution is established annually. Changes exceeding the amount established in the Main Estimates require Financial Management Board approval. The budget is established in the Main Estimates - Summary of Grants and Contributions.

7. Payment Method

Payments will be made in installments, as per the Contribution Agreement.

8. Term

Contributions are on a yearly basis, with a reporting period from April 1st to March 31st of each Government of Nunavut fiscal year. The department may conditionally approve multi-year funding, subject to availability of funds in subsequent years.

SCHEDULE B – 23

NUNAVUT COMMUNITY ACCESS PROGRAM

1. Purpose

This program provides contribution funding to promote the socio-economic development of communities with populations facing barriers to the use of information and communication technologies. The main objective of the program is to provide affordable internet access, training and other services to businesses, organizations and individuals in the communities. This program supports the overall mandate of the Department.

2. Eligibility

Eligibility is restricted to individuals, non-profit organizations and municipal corporations.

3. Review

Program and finance officials in the Department review the proposal and make recommendations for approval to the Deputy Minister.

4. Supporting Data

A completed application is submitted to the Department, which includes a description of the project, an outline of the project objectives, the proposed budget, including revenues and expenditures, and a timeline for completion of the project.

5. Accountability Requirements

Recipients of a contribution in excess of \$100,000 are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and Audited Financial Statements, within 90 days of the end of the project or the Government of Nunavut's fiscal year.

Recipients of a contribution that is \$100,000 or less are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and year-end Schedule of Revenues and Expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.

6. Amount

The budget for this contribution is established annually. Changes exceeding the amount established in the Main Estimates require Financial Management Board approval. The budget is established in the Main Estimates - Summary of Grants and Contributions.

7. Payment Method

Payments will be made in installments, as per the Contribution Agreement.

8. Term

Contributions are one-time only, with an annual reporting period from April 1st to March 31st of each fiscal year. The department may conditionally approve multi-year funding, subject to availability of funds in subsequent years.

SCHEDULE B – 24 CONNECTED NORTH

1. Purpose

This program provides contribution funding in support of the delivery of the Connected North program. Connected North is a leading-edge program that delivers immersive and interactive youth engagement services to remote Indigenous communities through Cisco's high-definition two-way video communication and collaboration technology. This program supports the overall mandate of the Department.

2. Eligibility

Eligibility is restricted to the administrator of the program.

3. Review

Program and finance officials in the Department review the proposal and make recommendations for approval to the Deputy Minister.

4. Supporting Data

A completed proposal is submitted to the Department, which includes a description of the project, an outline of the project objectives, the proposed budget, including revenues and expenditures, and a timeline for completion of the project.

5. Accountability Requirements

Recipients of a contribution in excess of \$100,000 are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and Audited Financial Statements, within 90 days of the end of the project or the Government of Nunavut's fiscal year.

Recipients of a contribution that is \$100,000 or less are required to submit a Mid-year Achievement Report and Mid-year Schedule of Revenues and Expenses and a year-end Achievement Report and year-end Schedule of Revenues and Expenses, within 60 days of the end of the project or the Government of Nunavut's fiscal year.

6. Amount

The budget for this contribution is established annually. Changes exceeding the amount established in the Main Estimates require Financial Management Board approval. The budget is established in the Main Estimates - Summary of Grants and Contributions.

7. Payment Method

Payments will be made in installments, as per the Contribution Agreement.

8. Term

Contributions are on a yearly basis, with a reporting period from April 1st to March 31st of each Government of Nunavut fiscal year.