

# MIZIWE BIIK ABORIGINAL EMPLOYMENT AND TRAINING



## Call For Proposals 2019-2020 Information Package

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## Miziwe Biik Aboriginal Employment & Training

**Jim Windigo, a respected Ojibway Elder gave us our name. Miziwe Biik is like a body of water where a ripple effect has been created; it is the ability to reach out and make positive change in the lives of the Aboriginal peoples across the Greater Toronto Area.**

### **Mission Statement**

Miziwe Biik is committed to assisting all persons of Aboriginal Ancestry in the Greater Toronto area to attain a better quality of life. Miziwe Biik strives to provide employment and training opportunities in a supportive environment in which people can affirm their Native identities and develop to their full potential. Miziwe Biik believes that community needs and aspirations are paramount. We are committed to strengthening the community through partnerships that promote equality and self-reliance. Miziwe Biik is committed to the belief that it is through traditional cultural values, practices and resources that we will reclaim our destiny.

### **Vision Statement**

At Miziwe Biik Aboriginal Employment and Training, we believe that securing a job is crucial to becoming a full participating member of the community. A job is a passport to self-sufficiency. It brings pride, dignity, a better quality of life and hope for the future.

We know that Aboriginal people in Toronto face many barriers when attempting to join the work force. We are committed to breaking down those barriers by providing Native people with access to training programs and employment services, and by entering into partnerships within the Aboriginal and non-Aboriginal Communities.

## **ASETS (Aboriginal Skills and Employment Training Strategy)**

The Aboriginal Skills and Employment Training Strategy (ASETS) is an integrated approach to Aboriginal labour market programming. ASETS links training to labour market demand and ensures that Canada's Aboriginal people can fully participate in economic opportunities.

Under this strategy, employment programs and services are designed and delivered that best suit the unique needs of Aboriginal people.

ASETS focuses on six major priorities:

1. Demand Driven Skilled Trades and Construction
2. Community Service and Private Sector Organizations
3. Youth Employment and Leadership
4. Community Capacity Building: Management Training
5. Economic Development: Self-Employment Assistance
6. Literacy, Numeracy and Basic Skills

ASETS is designed to help Aboriginal people prepare for and find high-demand jobs quickly, as well as keep them in the long term. All Aboriginal people may access programs and services which include:

- Skills development;
- Training for high-demand jobs;
- Job finding;
- Programs for youth;
- Programs for urban and Aboriginal people with disabilities; and
- Access to child care.

## **ASETS Priorities**

1. **Demand Driven Skilled Trades and Construction:** Skills enhancement training will familiarize individuals with specific trades and structured preparation for entry into occupational and apprenticeship programs. Examples: Carpentry, Masonry, Truck Driving, Painters, Landscaping, Hairdressing, Aesthetician and Chef Training.
2. **Community Service and Private Sector Organizations:** Will assist individuals who are lacking on-the-job work experience, which will allow transferable skills to be gained. Community organizations and businesses will provide on-the-job training and work experience. ASETS programs include Purchase of Training, Targeted Wage Subsidy and Employment and Support Measures.
3. **Youth Employment and Leadership:** Programming for Aboriginal youth with various training and educational opportunities to further develop employment and leadership skills. ASETS programs include Targeted Wage Subsidy, Purchase of Training, Youth Work Experience, Student Employment, Stay In School initiatives and Job Creation Partnerships.
4. **Community Capacity Building: Management Training:** Facilitating individual's access to management training to assist community organizations with succession planning activities to prepare Aboriginals for management positions in government, non-profit and private sectors. ASETS programs include Targeted Wage Subsidy and Purchase of Training.
5. **Economic Development: Self-Employment:** Provide access to Aboriginal entrepreneurs to succeed economically by establishing and operating a viable business. Programs and services will assist entrepreneurs in business planning, registration and licensing, financials, marketing/branding and web sites.
6. **Literacy, Numeracy, and Basic Skills:** Skills enhancements, academic upgrading and training for individuals which will allow increased employability. Purchase of Training, Stay In School Initiative, and Employment Assistance and Support Measures apply.

## **ASETS (Aboriginal Skills and Employment Training Strategy)**

### **Additional Programs:**

**Job Creation Partnership:** To provide opportunities for unemployed workers to maintain and develop skills in order to enter or re-enter the workforce. Eligible coordinators include businesses, organizations, public health and educational institutions, municipal and provincial governments.

**Local Labour Market Partnerships:** To encourage communities to take responsibility for their own employment and training related needs by building on the capacities and strengths of the organization and relationships that already exist in the community. Objectives include enhancing community networking, decision making, increase available labour market information and better utilize financial and human resources.

## **Considerations**

- Programs that provide life-skills, upgrading, literacy, and culture-based training, computer training at all levels;
- Programs that include accredited training to increase the ability of the participant to compete in the workforce;
- Programs based on co-op and apprenticeship training. These programs should provide real work experience and first-hand knowledge of the skills required to succeed;
- Programs that provide intermediate to advanced skills in emerging markets such as communications and technology;
- Programs that include job shadowing to provide participants with hands-on experience.
- Summer Student positions
- Cultural programs
- Project Management Training positions
- Management Training

Proposals will be given consideration based on the history of meeting Miziwe Biik Aboriginal Employment and Training project requirements. These requirements include:

- Timely submission of monthly claim forms, participant information forms, participant changes;
- Financial procedures accountability;
- Prior registration of participants is required;
- Follow-up of participants after the completion of training. Is the participant employed?

## **Criteria**

Approval for grant applications is based on the following criteria: client needs, priorities and past successes. Miziwe Biik/Aboriginal Labour Force Development Circle (ALFDC) terms and conditions apply to all programs.

- The training must lead to employment. The training sponsor will advise Miziwe Biik on the employment status of training participants once the training is completed or the participant has exited the training program.
- For profit applicants under the Targeted Wage Subsidy program are expected to contribute a minimum of 25% of the wages paid to the participants. This amount must come from sources other than the funding being requested from Miziwe Biik.
- Other considerations for approval include the sponsor's previous ability to provide quality training, demonstrated successes, and the ability to meet Miziwe Biik terms and conditions of Contribution Agreement.
- The training opportunity must not exceed time allowed in program descriptions.
- Trainee is to be added to sponsored organization payroll
- All project activities must take part within the GTA

## **Eligibility for Programs and Services**

- Participants must be registered with Miziwe Biik and have prior approval before commencing training with sponsors.
  - In order to register with Miziwe Biik as a client you must be a resident within the GTA
- Aboriginal community based organizations or individuals.
- Canadian Aboriginal Persons; Status, Non-Status, Inuit and Métis.
- Non-Aboriginal employers hiring Aboriginal clients.
- Unemployed or facing employment disadvantages.



## **Guidelines**

The Miziwe Biik Board of Directors utilizes the following guidelines in the general assessment of proposals:

- Is the application complete with an (i) Objective, (ii) Training Plan, (iii) Budget, (iv) Identified Trainer(s) with proper Qualifications, (v) Job Descriptions, (vi) Organizational History and an (vii) Identified Evaluation Process?
- Is a new trainee being considered for the position?
- Does the application meet the employment and training needs of both the community and the participants?
- Does the application duplicate services already available in the Aboriginal community?
- The training must lead to future employment opportunities or enhanced training for participants on completion of projects/programs.
- Is the application supported through a Board motion from the submitting Board of Directors and accompanied support letters from the Greater Toronto Area community?
- Are the proposed training activities and the organization within the Greater Toronto Area?
- Does the proposed training activity meet the Terms and conditions of ALFDC's [Program Guidelines](#)?
- Does the organization have the capacity to provide adequate financial and managerial accountability?

The Miziwe Biik Grant Application Form is available in MS Word format on our website [www.miziwebiik.com](http://www.miziwebiik.com)

## **Appeal Process**

Individuals or Organizations who wish to appeal a decision based on the outcome of their application must submit a written letter to The Projects Department. The Appeal will be brought forward on the Board's next scheduled meeting date. A written response from the Project's Department will be sent out with a final decision.

## **Trainee Files**

Please be advised that once a Trainee leaves a training opportunity the contract will be deemed closed and funds will be reallocated appropriately. Please note Miziwe Biik receives a high volume of grant applications throughout the year and there are projects on hold due to funding availability.

You may submit another grant application for the position during the next request for proposals for the 2020/2021 fiscal year.

## **Call For Proposals**\*

Miziwe Biik is now accepting applications for individuals and organizations for employment and training for the 2019-2020 fiscal year.

Miziwe Biik Board and Staff are encouraging new applications from Executive Directors, Organizations, Trainers, and Individuals with creative and innovative employment and training proposals related to emerging employment trends.

Applications for the first round of proposals must be received on or before

**January 15, 2019 at 12:00pm (Noon)**

Please submit proposals to Miziwe Biik  
Reception (Hard copy with all  
attachments)  
Attention: Projects Department

***\*Subject to Government Funding***

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