



# REPORT

To: Chair and Directors

Date: December 24, 2018

From: Trish Morgan, General Manager of Community Services

**Subject: Grant Request – North East Native Advancing Society**

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## **RECOMMENDATION #1: [All Directors – Corporate Weighted]**

That the Regional Board authorize a grant in the amount of \$2,000, payable from Grants to Community Organizations, Special Events (2018 budget), to the North East Native Advancing Society in support of the Career Forum and Awards Banquet being held in Fort St. John on February 7, 2019.

## **BACKGROUND/RATIONALE:**

The North East Native Advancing Society (NENAS) is a registered not-for-profit society who strives to create appropriate, culturally based programs to assist First Nations and Inuit people in North Eastern BC with obtaining the skills and education required to obtain employment readiness and provide services to local and regional industry partners and businesses.

On February 7, 2019, NENAS will host and deliver a “Career Forum and Awards Banquet” in Fort St. John, which will include a series of educational sessions, traditional knowledge, promotion of local career opportunities, networking, and industry collaboration. During the day, the “Career Forum” portion of the event will focus on trades, apprenticeships and career teachings, followed by an “Awards Banquet” in the evening to recognize individuals, communities and industry partners who all respect and embrace the foundation of the Aboriginal way of life through the presentation of awards. The intention of this event is to foster relationships, make connections, build on collaborations and encourage conversation between Indigenous communities, educational leaders, industry partners and job seekers in hopes to ensure that the workforce will include Indigenous people who continue to remain connected to their unique culture and heritage.

This request meets the eligibility criteria as indicated in the attached policy statement for Grants to Community Organizations. This society is registered and in good standing with the *Societies Act of BC*.

More detailed information regarding the society, the event and its budget, can be found on the attached grant application.

## **ALTERNATIVE OPTIONS:**

1. That the Regional Board deny the grant application from North East Native Advancing Society.
2. That the Regional Board provide further direction.

Staff Initials:

Dept. Head: 

CAO: 

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**STRATEGIC PLAN RELEVANCE:**

- Ensure that the Solid Waste Management Plan is operating on a fiscally defensible basis.
- Ensure effective execution of Public Safety and Emergency Services initiatives.
- Foster Collaboration on services with municipalities and electoral areas.
- Establish a strategy for coordinated advocacy on identified issues.
- Manage parks and trails in the region.
- Support the agricultural industry within the regional district.
- Not Applicable to Strategic Plan.

**FINANCIAL CONSIDERATION(S):**

A commitment of \$11,000 was budgeted under Grants to Community Organizations, Special Events as part of the 2018 Annual Financial Plan, of which \$2,000 remains available.

**COMMUNICATIONS CONSIDERATION(S):**

The applicant will be advised in writing of the Regional Board's decision, and if approved will be asked to recognize the Regional District's contribution, as per the Funding Recognition Guidelines.

**OTHER CONSIDERATION(S):**

Attachments: Grant Application



**PEACE RIVER REGIONAL DISTRICT**  
**Grants to Community Organizations**  
**- Special Event Grant Application Form -**

Name of Organization: North East Native Advancing Society  
 Address (include postal code): 10328 102 Avenue, FSS, V1J 2B5  
 Name of Contact Person: Jocelyn Eisert  
 Telephone Number: 250-793-0272  
 Email address: jocelyn@bizzlybody.ca  
 Society Registration #: S 005/981  
 Name of Event: Career Forum + Awards Recognition  
 Type of Event: Tradeshow/Dinner/Career Forum  
 Grant request amount: \$ 5000.00

Has your organization applied for funding from another source? Yes  No

Who will it serve: The entire NE Region of BC.

How many will attend: 500+

What is economic benefit to area: the direct impacts are the learnings that are shared, and assistance provided to guide participants into a career that fits their skills + abilities.

This application must include the previous year's financial statements, if available, and an event budget.

The applicant must submit within ninety (90) days of event completion a final financial statement for the event.

**OFFICE USE ONLY:**

Amount approved: \$ \_\_\_\_\_ GL Code: \_\_\_\_\_

Date: \_\_\_\_\_

***NENAS Career Forum / Recognition Event***

Februray 7, 2019

BUDGET - DRAFT #2 December 22, 2018

Expense	Total Estimates	Total Actuals
Catering	\$15,290.00	\$0.00
Activity / Program Needs	\$3,500.00	\$0.00
Agenda / Program	\$1,500.00	\$0.00
Event Logistics	\$17,700.00	\$0.00
Facilities Rentals & Essentials	\$15,000.00	\$0.00
Marketing / Promotion	\$12,250.00	\$0.00
Fashion Show / Dinner / Awards	\$15,600.00	\$0.00
Tradeshow /Apprenticeship / Career Forum	\$17,000.00	\$0.00
<b>TOTAL EXPENSES</b>	<b>\$97,840.00</b>	<b>\$0.00</b>
Revenue		
Host Contribution	\$47,840.00	\$0.00
Ticket Sales	\$5,000.00	
Tradeshow Booths	\$12,000.00	
Smaller Kiosk Table/booths	\$3,000.00	
Sponsorship	\$30,000.00	\$0.00
<b>TOTAL REVENUE</b>	<b>\$97,840.00</b>	<b>\$0.00</b>
<b>TOTAL BALANCE</b>	<b>\$0.00</b>	<b>\$0.00</b>

**NORTH EAST NATIVE ADVANCING SOCIETY**

**R-7**

**Summary Statement of Revenues & Expenditures**

**For the Year ended March 31, 2018**

	2018	2017
<b>REVENUE:</b>		
Aboriginal Skills and Employment Training Strategy Agreement	<b>\$2,673,360.00</b>	\$2,150,106.00
Consolidated Revenue Funds	<b>\$1,776,596.00</b>	\$1,306,790.00
First Nations Child Care Funds	<b>\$252,412.00</b>	\$188,725.00
Employment Insurance	<b>\$644,353.00</b>	\$654,591.00
Aboriginal Head Start	<b>\$395,032.00</b>	\$365,673.00
Aboriginal Infant Development Program	<b>\$83,897.00</b>	\$80,185.00
Youth Outreach and Family Support	<b>\$121,792.00</b>	\$110,862.00
Bladerunners	<b>\$24,555.00</b>	\$52,450.00
ETA Mentoring	-	\$54,990.00
Discovery Daycare	<b>\$93,362.00</b>	\$142,853.00
Other Internal Programs	<b>\$143,444.00</b>	\$20,089.00
	<b>\$6,208,803.00</b>	\$5,127,314.00
<b>EXPENSES:</b>		
Aboriginal Skills and Employment Training Strategy Agreement	<b>\$2,673,360.00</b>	\$2,150,106.00
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Other Internal Programs	<b>\$143,444.00</b>	\$20,089.00
	<b>\$6,208,803.00</b>	\$5,127,314.00
	<b>\$ NIL</b>	\$ NIL

January 10, 2019

## North East Native Advancing Society

## Statement of Operations

For the year ended March 31, 2018

	2018	2017
<b>Revenue</b>		
Other funding	446,240	406,158
Health Canada	394,566	332,200
Deferred contributions recognized	58,395	115,490
Interest and sundry	5	-
Contributions deferred	(222,673)	(153,830)
<b>Employment and Social Development Canada</b>		
Consolidated Revenue Funds	1,704,927	1,486,075
First Nations Child Care Funds	277,688	188,725
Employment Insurance Funds	654,591	654,591
Deferred contributions recognized	179,285	-
Contributions deferred	(143,131)	(179,285)
<b>Province of British Columbia</b>		
Ministry of Children and Family Development	179,991	180,755
Deferred contributions recognized	5,989	2,319
Contributions deferred	(897)	(5,989)
<b>Total Revenue</b>	<b>3,534,976</b>	<b>3,027,209</b>

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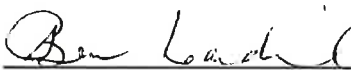
The accompanying notes are an integral part of these financial statements

**North East Native Advancing Society**  
**Statement of Financial Position**

*As at March 31, 2018*

	2018	2017
<b>Assets</b>		
<b>Current</b>		
Cash	943,134	660,568
Accounts receivable (Note 3)	85,520	114,401
Prepaid expenses and deposits	517	12,701
	<b>1,029,171</b>	787,670
<b>Capital assets (Note 4)</b>	<b>3,143,588</b>	3,307,010
	<b>4,172,759</b>	4,094,680
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accruals (Note 5)	478,729	359,793
Deferred contributions (Note 6)	525,268	402,237
Current portion of term loan subject to refinancing (Note 7)	38,593	37,945
	<b>1,042,590</b>	799,975
Term loan subject to refinancing (Note 7)	870,373	913,947
	<b>1,912,963</b>	1,713,922
<b>Credit arrangements (Note 8)</b>		
<b>Commitments (Note 9)</b>		
<b>Net Assets</b>		
Investment in capital assets	2,234,622	2,355,118
Unrestricted	25,174	25,640
	<b>2,259,796</b>	2,380,758
	<b>4,172,759</b>	4,094,680

Approved on behalf of the Board

  
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The accompanying notes are an integral part of these financial statements

# NENAS

## Trades/Apprenticeship/Career Forum & PPE Fashion Show/Awards Dinner Banquet February 7, 2019



### SUMMARY

The North East Native Advancing Society (NENAS) is led by a Board of Directors who are dedicated professionals, focused on strengthening skills and providing training for a variety of programs in the NE Region of BC. We do this by creating appropriate, culturally based programs that assist clients with obtaining the skills and education required to obtain employment readiness and provide services to local and regional industry partners and businesses.

The mission of the society is to provide opportunities to improve the quality of life of First Nations and Inuit people in North Eastern BC by holistically advancing their health, wellness, education and economic self-sufficiency. We work collaboratively with all eight First Nation communities as well as the five urban municipalities in our region. We do this by providing holistic human development, career opportunities and industry collaborations - team work - tried and true!

In collaboration with various industry partners, urban business associates and communities, NENAS will host two events in one - a Tradeshow/Career Forum and an Awards/Recognition Dinner. The first part of the day is the Trades, Apprenticeship and Career Forum which will run from 12noon to 4pm and consist of 40 booths, hosted by industry, education, health, communities, urban partners and program offerings. This event will include some educational sessions, a chance to connect with key industry stakeholders, networking opportunities and career planning guidance.

The Awards and Recognition Dinner will include a fashion show highlighting work wear and new technology in keeping yourself protected in the workplace. The evening will include Dinner, an industry and cultural fashion show and end the Awards and recognition. Some of the awards that may be presented will be to outstanding organizations, clients of NENAS programs who have achieved a milestone, communities that support our clients. The evening festivities will begin at 5pm with the workwear show.

The Career Forum is open to the public and is free of charge to participate. We invite anyone who is looking for work, needing to know how to look for work, wanting to know more about the industry and opportunities in our communities. The one-day gathering will provide guidance and learnings to support current and perspective workers and employers in their pursuits of



finding direction and information as they continue on their professional development stages and life lessons.

The program will include a variety of holistic approaches to employment seeking, local educational opportunities, industry insight and recognizing those that have met their benchmarks and are embarking on new horizons with new skills.

**We are asking for your financial or “in-kind” support to contribute to this innovative and meaningful initiative. The budget to deliver the entire program, including the Forum, Dinner, Fashion show and the Awards Banquet is \$110,000.00 and we are requesting support from your organization.**

### **GOALS / OBJECTIVES**

This event is being hosted to foster relationships, make connections, build on collaborations and encourage conversation between Indigenous communities, educational leaders, industry partners and job seekers. We want to ensure that the workforce includes Indigenous people who continue to remain connected to their unique culture and heritage. We will encourage them to nurture themselves and provide for their families and communities.

This Career Forum will also provide the opportunity for potential employers and people looking for work to learn the foundational pieces of what it means to be self-sufficient. They will also receive some insight into how to look for work, resume writing, career guidance, interview techniques and why these things are important to achieving success of their wellbeing from an employment and cultural approach.

This event will allow for communities and urban residents to collaborate for the benefit of employment and security. We will also use this opportunity to recognize the support of our programs for the last 15 years, as well as thank our partners for their contributions and efforts.

### **PROCEDURES / SCOPE OF WORK**

NENAS will host and deliver “*Career Forum and Awards Banquet*”, which is a gathering in Fort St. John, BC and will include a series of educational sessions, traditional knowledge, local career opportunities, networking, and industry collaborations. The event will be based on Trades, Apprenticeship and Career teachings by day. By night, a variety of recognition awards will be presented to individuals, communities and industry partners who all respect and embrace the foundation of the Aboriginal way of life.

Each teaching honours one of the basic virtues essential to lead a full and healthy life that leads to self-sufficiency. Some of the key activities for the Career Forum and Awards Banquet will include:

- ◆ Career Planning

- ◆ Community Engagement
- ◆ Family Guidance
- ◆ Fashion Show - both industry and local artisan wears
- ◆ Industry Highlights
- ◆ Interviewing Techniques
- ◆ Networking
- ◆ Passport Activity
- ◆ Recognition Awards
- ◆ Resume Writing

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### **WORK SCHEDULE**

<b>October 2018</b>	<ul style="list-style-type: none"> <li>◆ Create Sponsorship Proposal</li> <li>◆ Update Sponsorship List</li> <li>◆ Confirm Venue / Dates</li> </ul>
<b>November 2018</b>	<ul style="list-style-type: none"> <li>◆ Review Sponsorship Levels</li> <li>◆ Submit Sponsorship grant applications</li> <li>◆ Secure Keynote Speakers</li> <li>◆ Create and Distribute Save the Date Letters</li> </ul>
<b>November 2018</b>	<ul style="list-style-type: none"> <li>◆ Design Hard and E-Copy Sponsorship Package</li> <li>◆ Distribute Sponsorship Proposal</li> <li>◆ Sponsorship follow-up phone calls</li> </ul>
<b>November 2018</b>	<ul style="list-style-type: none"> <li>◆ Confirm venue details</li> <li>◆ Sponsorship confirmations</li> </ul>
<b>November 2018</b>	<ul style="list-style-type: none"> <li>◆ Sponsorship confirmations</li> <li>◆ Confirm Speakers/Presenters/Facilitators</li> <li>◆ Draft agenda / contractual agreements</li> <li>◆ Contact presenters and cultural leaders</li> </ul>
<b>November 2018</b>	<ul style="list-style-type: none"> <li>◆ Sponsorship confirmations</li> <li>◆ Organize event logistics</li> <li>◆ Order awards and merchandise</li> <li>◆ Community Engagement - connect with all communities and obtain contact lists from NENAS</li> <li>◆ Decide on marketing and poster campaign</li> </ul>
<b>December 2018</b>	<ul style="list-style-type: none"> <li>◆ Sponsorship confirmations</li> <li>◆ Finalize presenters</li> <li>◆ Arrange travel and lodging</li> </ul>
<b>January 2019</b>	<ul style="list-style-type: none"> <li>◆ Sponsorship confirmations</li> <li>◆ Advertising &amp; promotion</li> <li>◆ Finalize sponsorship &amp; agenda</li> <li>◆ Coordinate volunteers</li> <li>◆ Prepare to host the event</li> </ul>
<b>February 2019</b>	<ul style="list-style-type: none"> <li>◆ Host Forum and Banquet</li> <li>◆ Return rented materials</li> <li>◆ Pay all outstanding invoices</li> </ul>

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	◆ Write Final Report
<b>February 2019</b>	◆ Distribute Final Report

**Budget:**

Expense	Total Estimates
Catering	\$13,449.00
Activity / Program Needs	\$14,000.00
Agenda / Program	\$5,000.00
Event Logistics	\$2,700.00
Facilities Rentals / Essentials	\$52,500.00
Marketing / Promotion	\$10,250.00
Presenters / Speakers	\$4,500.00
Travel / Accommodations	\$7,500.00
Misc & Taxes	\$101.00
<b>TOTAL EXPENSES</b>	<b>\$110,000.00</b>

***SPONSORSHIP LEVEL OPPORTUNITIES***

Please consider one (or more) of the sponsorship options:

<b>Career Forum Host (one available)</b>	<b>\$7,500</b>
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- ◆ Be part of the Career Forum and host a complimentary booth
- ◆ Signage placement in the Forum
- ◆ Logo on all Forum marketing materials
- ◆ Ability to attend the Career Forum if desired
- ◆ Mention in media releases
- ◆ Listing in all sponsorship lists
- ◆ Recognition at the Forum and in final report
- ◆ Signage at the event - prominent placement
- ◆ Announcements of sponsorship throughout the Forum



<b>Dinner Host (one available)</b>	<b>\$7,500</b>
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- ◆ Be part of the Dinner and Awards Banquet
- ◆ One table of eight to the dinner (if you are able to attend)
- ◆ Representative to introduce and open the dinner
- ◆ Logo on all Forum marketing materials
- ◆ Mention in media releases
- ◆ Listing in all sponsorship lists
- ◆ Recognition at the gathering and in final report
- ◆ Signage at the Supper
- ◆ Announcements of sponsorship throughout the Dinner

<b>Education Host (one available)</b>	<b>\$5,000</b>
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- ◆ Be part of the Career Forum

- ◆ Host the Educational Sessions
- ◆ Mention in media releases
- ◆ Signage in the Educational Area
- ◆ Listing in all sponsorship lists
- ◆ Recognition at the Forum and in final report
- ◆ Announcements of sponsorship throughout the Forum

<b>Career Planning Host (one available)</b>	<b>\$5,000</b>
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- ◆ Be part of the Career Forum
- ◆ Signage in the Career Exploration Area
- ◆ Listing in all sponsorship lists
- ◆ Recognition at the gathering and in final report
- ◆ Announcements of sponsorship throughout the Forum

<b>Wine Host (one available)</b>	<b>\$4,000</b>
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- ◆ Be part of the Dinner Banquet
- ◆ Listing in all sponsorship lists
- ◆ Recognition at the dinner and in final report
- ◆ Signage on every bottle of wine offered on the table
- ◆ Announcements of sponsorship throughout the event

<b>PPE &amp; Work Wear Fashion Show Host (one available)</b>	<b>\$3,000</b>
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- ◆ Listing in all sponsorship lists
- ◆ Can provide MC for Fashion Show
- ◆ Recognition at the Fashion Show and in final report
- ◆ Signage at the Fashion Show

<b>Table Host (15 available)</b>	<b>\$1,000 Each</b>
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- ◆ Support NENAS and Employment Opportunities
- ◆ Two tickets to the dinner - or you can donate them back to a community
- ◆ Signage on a table at Dinner and Awards Banquet
- ◆ Listing in all sponsorship lists
- ◆ Recognition in the final report

<b>Industry Partner</b>	<b>\$500 Each</b>
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- ◆ Support NENAS and Career Planning
- ◆ Listing in all sponsorship lists
- ◆ Recognition in the final report

<b>Forum Partner</b>	<b>\$250 (or less) Each</b>
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- ◆ Support NENAS and Career Planning
- ◆ Recognition in the final report

## Sponsor / Partnership Form

NENAS to host "*Career Forum and Awards Banquet*" in Northeast BC. The event will run Thursday, February 7, 2019 at the Pomeroy Hotel and Convention Centre in Fort St. John, BC.

Today's Date: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Organization / Company: \_\_\_\_\_

Mailing Address (including postal code): \_\_\_\_\_

(Phone) \_\_\_\_\_ (Fax) \_\_\_\_\_ (Email) \_\_\_\_\_

I/our organization is proud to sponsor NENAS' "Career Forum and Awards Banquet" and look forward to working with NENAS to bring the event to life in the Peace Region.

- Career Forum (\$7,500)   
  Dinner (\$7,500)   
  Education (\$5,000)  
 Career Planning (\$5,000)   
 Wine (\$4,000)   
 Fashion Show (\$3,000)  
 Table (\$1,000)   
 Industry Partner (\$500)   
 Forum Partner (\$250)

By signing this form, we agree to the above package and noted financial contribution as well as the return on investment that our organization will receive.

-----  
Printed Name

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Signature

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Today's Date

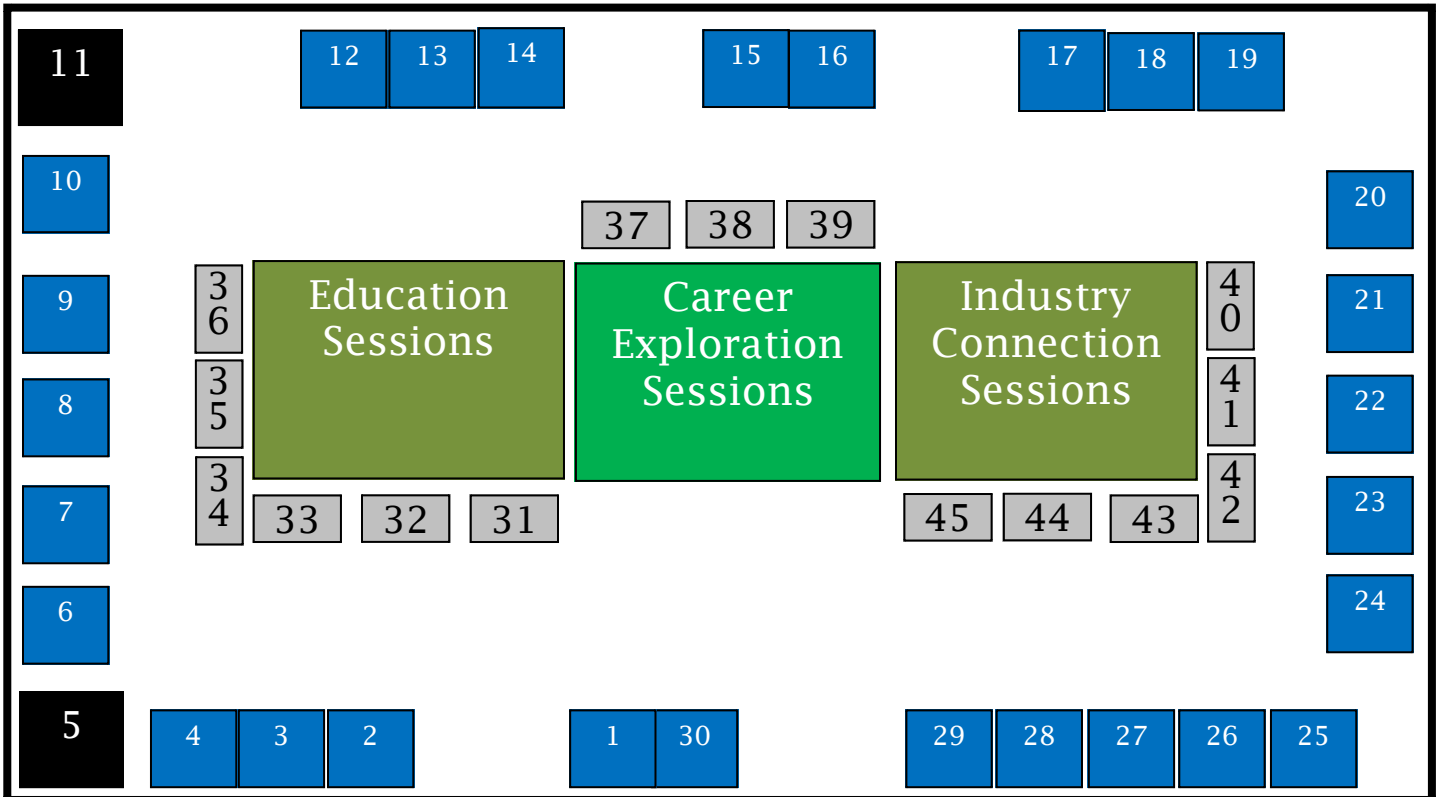
Invoices will be emailed to the contact noted above. Cheques can be made out to NENAS or North East Native Advancing Society.

Please mail all cheques to NENAS - Career Forum:  
10328 101<sup>st</sup> Avenue, FSJ. BC. V1J 2B5 / P: 250.785.0887 / F: 250.785.0876

**Contact Jocelyn, Event Manager for more information or to confirm your contribution and participation 250.793.0272 / [jocelyn@bizzybody.ca](mailto:jocelyn@bizzybody.ca)**

*Sponsorship Proposal for NENAS Career Forum and Awards Dinner, February 7, 2019*  
January 10, 2019

# NENAS Indigenous Workforce Connections Trades/Apprenticeship/Career Forum Tradeshow Floor Plan



Registration



10x10 Booth = \$600

8x8 Booth = \$400

6x3 Table = \$200

# NENAS Trades/Apprenticeship/Career Forum

February 7, 2019

## Tradeshow/Exhibitors Registration

The North East Native Advancing Society (NENAS) is hosting a trades, apprenticeship and career forum on February 2019 at the Pomeroy Hotel in Fort St. John. The forum is an opportunity for career-minded individuals, workers entering the workforce, educators and industry associates to gather in unity, to network, learn, grow and enhance relationships and learn about what's happening in our communities. This event is a resourceful and valuable chance to understand the changing economic environment, technical advancements and to connect with businesses and learn about the local industries.

**When:** Thursday, February 7<sup>th</sup>, 2019:  
 Tradeshow, Apprenticeship & Career Forum (12-4pm)  
 Workwear Fashion Show, Dinner & Awards Banquet (5-8pm)

**Where:** Pomeroy Hotel & Conference Centre, 11308 Alaska Road, Fort St. John, BC.

Today's **Date:** \_\_\_\_\_ **Contact Name:** \_\_\_\_\_

Organization / **Company:** \_\_\_\_\_

Mailing **Address** (including postal code): \_\_\_\_\_

**(Phone)** \_\_\_\_\_ **(Fax)** \_\_\_\_\_ **(Email)** \_\_\_\_\_

Select **1** Booth Size (available on first-come, first-served bases):

- 6 foot table (\$200 + GST, one skirted table, one chair)  
 8x8 booth (\$400 + GST, one skirted table, one chair)  
 10x10 booth (\$600 + GST, one skirted table, two chairs)



Select **Preferred** Booth **Placement** (refer to attached map):      **1<sup>st</sup>**      **2<sup>nd</sup>**      **3<sup>rd</sup>** choice

Select Exhibitor Needs:  Power     Wireless Internet    \_\_\_\_ Chair    \_\_\_\_ Skirted table

**Add Ons:**      \_\_\_\_ Dinner ticket (\$50 each)  
                   \_\_\_\_ Reserved Dinner Table (8 tix for \$400)

Registration is first-come, first-served with a **deadline of Monday, January 28, 2019.**

Invoices will be emailed, and booth choices will be confirmed upon receipt of payment.

Please make all cheques out to NENAS - Career Forum:  
 Mail to 10328 101<sup>st</sup> Avenue, Fort St. John, BC. V1J 2B5

**Contact Jocelyn, Event Manager for more info or to confirm your Tradeshow Booth:**  
 (P) 250.793.0272 (F) 250.785.8808 (E) [jocelyn@bizzybody.ca](mailto:jocelyn@bizzybody.ca) (W) [www.bizzybody.ca](http://www.bizzybody.ca)

January 10, 2019