



Date: December 12, 2014

To: Urban Aboriginal Community Organizations

Re: ACCESS Request for Proposals Applications

ACCESS is pleased to invite new and former applicants to submit an application for project-based funding for employment/training or employment assistance services delivery that targets Aboriginal people residing in the Metro Vancouver area. Limited funding is available this fiscal year. Projects that include cash or in-kind contributions and partnerships will rate higher during the Internal Review Committee proposal assessments. Projects must be completed within the fiscal year with no carry forward to the next fiscal year.

The ASETS (Aboriginal Skills and Employment Training Strategy) focuses on the following three priorities:

1. Supporting demand driven skills development (meets local labour market demands);
2. Fostering partnerships with the private sector and the provinces; and
3. Placing emphasis on accountability and results

Therefore, in line with the above priorities, any projects approved for funding by ACCESS should also align with the above ASETS priorities and should have partnerships.

You will find attached an ACCESS application form, RFP Information Fact Sheet and the supporting proposal guidelines. Please note new guidelines such as payment schedule, minimum number of participants, rental space quotes, general funding requirements, and payment schedule procedures. **The deadline for proposal submissions is Friday, January 30, 2015** for sponsors intending to begin their projects by April 1, 2015. Only **one** project will be accepted from an organization. Please ensure that the application form is entirely completed as incomplete applications will be delayed. Submit a hard copy or an electronic version of your application. Employment assistance services proposals can be submitted to Blair Bellerose, Director of EAS at the Friendship Center EAS site. Other proposals should be sent to me at the ACCESS head office at Park Royal. Please review the *RFP Fact Sheet* and *Program & Proposal Guidelines* for further information.

You will be notified in writing or by telephone if your application is incomplete. Should you wish to resubmit a revised and/or completed application, this could delay your approval process and the start date of your project or result in you losing out on funding for the upcoming fiscal year. All proposals will be reviewed and assessed by ACCESS Internal Review Committee with recommendations forwarded to ACCESS CEO and ACCESS Board for final approval.

ACCESS will place a higher funding priority on proposals that meet the following target group priorities for the upcoming fiscal year of April 1, 2015 to March 31, 2016:

- Women
- Youth
- Persons with Disabilities
- Older Workers
- Unemployed Young Parents
- Local Demand-Driven Skills Training

If you require any further information or assistance on Employment Assistance Services proposals, you may contact Program Officer Linda Federation (lfederation@accessfutures.com) or Director Blair Bellerose (bbellerose@accessfutures.com) at telephone number 604-251-7955. For project-based training programs, contact Program Officer Elaine Clare (eclare@accessfutures.com) at 604-913-7933 ext. 229 or me (llacaille@accessfutures.com) at extension 225.

Yours truly,



Lucie Lacaille
Director of Programs and Development