



**New Brunswick's Experiential Learning
Employer/Community Partner Incentive Fund Guidelines
ACADEMIC YEAR 2019-2020**

INTENT

To provide funding to employer groups and/or sectors to build capacity and enhance the interest of its members to invest in valuable experiential learning opportunities within their organization connecting them with university students across the province.

ELIGIBILITY

All employer groups and/or sector operating in New Brunswick are eligible to apply. The maximum funding request per submission is \$25,000.

FUNDING PROPOSAL

The funding proposal must demonstrate the following:

- Identify the applicant's sector
- Articulate clear deliverables targeting capacity building
- Projected reach of its members and locations within the province
- Projected number of students to be connected to an experiential learning opportunity
- Identify the transferrable skills and competencies to be gained by the students
- Validates secured partnership with one or more university
- Identifies targeted discipline(s) or Faculties involved
- Describes key performance measures of success
- Anticipated timeframe

APPLICATION PROCESS:

All funding proposals seeking consideration for 2019-2020, must be submitted no later than **June 10th, 2019** to the attention of:

Byron James, Provincial Steering Committee Representative
byronjamesnb@gmail.com

Applicants will be notified in writing if proposal has been approved detailing funding allocation schedule, reporting and accountability requirements.

Each successful applicant will be required to provide timely reporting of activities and funding disbursements as required by the committee. This may include providing presentations in person at one of the scheduled committee meetings.



APPLICATION FORM
Employer/Community Partner Incentive Fund
ACADEMIC YEAR 2019-2020
APPLICATION DEADLINE: JUNE 10th, 2019

INDUSTRY SECTOR	
Applicant Name	
Title	
Mailing Address	
Telephone	
Email	
University Partner(s)	

Proposed Initiative: (please describe in detail)

Desired Outcomes: Explain the measurable outcome(s) the initiative hopes to achieve related to increasing employer participation, enhancing employer understanding of the benefits in offering experiential learning opportunities and sustaining partnership building with universities.

Accessibility: Identify the number of employers and the potential number of students this initiative could impact.



University Participation: Describe the role of the university as a partner of the initiative.

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Project Plan: List key activities as well as the task associated with managing the initiative including expected start and completion dates.

ACTIVITIES	START DATE	END DATE

Budget: Using the template below or attached financial documents with application to identify costs requested associated with implementing the initiative as well as any secured additional funders supporting the initiative.

(An example: hiring an individual to work with perspective employers, meeting and travel costs).

PROSPOSAL BUDGET PROPOSAL			
ACTIVITY	COSTS	OTHER FUNDING SOURCE (Donations or In-Kind)	TOTAL REQUESTED

Prospective applicants are encouraged to contact the following employer representation of the Provincial Steering Committee for advice as needed:

Adrienne O’Pray- Business Council of New Brunswick at: adrienne.opray@nbbc-cenb.ca

Thomas Raffy- Conseil économique du Nouveau Brunswick at : thomas@cenb.com