



OFNLP - EDUCATION AND CAREER ASSISTANCE POLICY

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Approver:	Chief and Council BCM WFN 24/25-02-279		



CHIEF: LR

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1. INTRODUCTION & PURPOSE

1.1 Introduction

Wahnapiatae First Nation's Education Department has created the Education and Career Assistance policy that utilizes OFNLP-RAMA funds to be used regarding the betterment of career advancement, which would lead to an increase in work-related skills. The funds are also allocated to educational support, which would increase success rates through the lessening of hardship for the student.

1.2 Purpose

Wahnapiatae First Nation's Education and Career Assistance Policy has been created with the purpose of increasing academic success and career-related skills. This reflects the goal of strengthening of Wahnapiatae First Nation's independence and overall member economic independence from outside funding.

The Education and Career Assistance Policy is solely for the use of reducing academic barriers at all levels of academia and to further the skills of those who are employed by allowing them to acquire and use new skills in their own careers while also reducing barriers in their own careers.

2. FUNDING SOURCE & PRIORITY RANKING SCALE

2.1 OFNLP

Education and Career Assistance Policy funding originates from the Ontario First Nation Limited Partnership Gaming Revenues (OFNLP) fund. The amount allocated from this fund is at the discretion of Chief and Council.

As of the current iteration of this policy, applicants may receive up to **\$1,000.00** per fiscal year. The applicant is not automatically entitled to the entirety of this allocation.

2.2 Priority Ranking Scale

Applicants to this fund are selected based on a Priority Ranking System as defined below:

Priority One: **Post-Secondary students** who apply for extra educational supports that are not available or not sufficient at their chosen Post-Secondary institution for free.

Priority Two: **Post-Secondary Students** who apply for support to overcome barriers in their academic needs where budget limitations exist in other programs or policies.

Priority Three: **Career Applicants** who are looking to acquire skills to increase the likelihood of success in their chosen careers.

Priority Four: **Career Applicants** who are looking to acquire career related equipment that they cannot find funding for otherwise.

3. ELIGIBILITY

3.1 Requirements

To be eligible for funding through the Education and Career Assistance Policy, applicants must be a registered member of Wahnapiatae First Nation. Applicants must be in school or applying for the purpose of furthering their careers through skills, or in the case of equipment, after exhausting all other avenues of funding. Applicants must complete the attached Application Form and Release of Information Form in the appendix section of this policy within the schedule set out below. Failure to do so will result in automatic denial of funding for this policy.

Costs that exceed the amount allocated to the applicant through this policy are the responsibility of the applicant.

The application must be submitted within the same fiscal year that the purchase was made. A fiscal year runs from April 1st to March 31st.

3.2 Rights

Each applicant has the right:

- To the privacy of confidential information
- To be informed on the Education and Career Assistance Policy and procedures
- To be treated with respect by all Wahnapiatae Staff
- To discuss circumstances surrounding the application without fear of reprisal
- To have matters related to this policy resolved in a fair, equitable, and timely manner
- To file a complaint or appeal without the fear of reprisal

3.3 Responsibilities

It is the applicant's responsibility:

- To be informed on this policy, its changes, procedures and limitations
- To comply with this policy and procedures
- To treat Wahnapiatae staff with respect
- To provide all information required by this policy within the schedule set out by this policy
- To submit proof of purchase relating to the materials acquired through this policy to the proper Departmental staff

4. APPEALS PROCESS

4.1 Appeals Process

In the event, an applicant does not accept the denial of funding. They may submit an application to appeal the decision within 10 business days. Upon the Education Department receiving the appeal, the appeal process will begin.

To begin an appeal, the applicant must resubmit all forms originally submitted along with the denial response, and in addition they will attach a written explanation on why they disagree with the decision to deny.

The appeal application will be sent directly to the Education Director. The appeal will be limited to matters directly relating to the Education and Career Assistance Policy. Within 10 business days of receiving an application to appeal, the education director will meet with Education Department staff to discuss the appeal. Education staff will create a review, which will be submitted to the Executive Director, who will make the final decision based on the review.

If a conflict of interest arises or is identified within the Education Department, the Conflict of Interest Policy comes into effect; as per the policy, the person identified will remove themselves from the appeal discussion. This includes but is not limited to, persons related to the Appellant, such as their spouse, common-law partner, father, mother, brother, sister, uncle, aunt, nephew, niece, stepson, stepdaughter, grandparents, grandchildren, or persons who reside within the household or have resided in the household in the last 5 years.

The designated Department will meet to discuss the Appeal within 10 business days of the application of the appeal being rendered. Within reason, a decision will be reached and communicated to the Appellant within 30 business days after the first meeting takes place.

The decision arrived at by the regulating Department can be brought to Chief and Council; this decision will be considered Final and Binding.

5. REVISION HISTORY

Date (mm/dd/yyyy)	Band Council Motion
02/04/2008	BCM WFN 08-12
12/15/2020	BCM WFN 20/21-12-176
02/25/2025	BCM WFN 24/25-02-279



APPLICATION FORM FOR OFNLP EDUCATION AND CAREER ASSISTANCE

Applicant Information: Please put the mailing address where you are currently living, this is where the cheque will be sent

Name: _____ Status #: _____

Address: _____ Birth Date: _____

City: _____ Phone #: (_____) _____

Postal Code: _____

Email: _____

Application Information

I am a:

- Post-Secondary student** who is applying for extra educational support that is not available or not sufficient at my chosen Post-Secondary institution for free.
- Post-Secondary Student** who is applying for support to overcome barriers in my academic needs where budget limitations exist in other programs or policies.
- Career Applicant** who is looking to acquire skills to increase the likelihood of success in my chosen career.
- Career Applicant** who is looking to acquire career related equipment that I cannot find funding for otherwise.

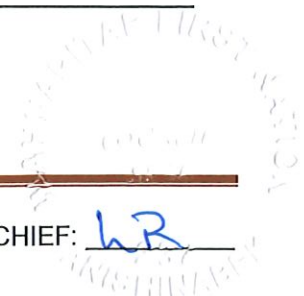
Please give additional information in the box below:

I have read and acknowledge the policy and application.

Applicant Signature

Date

CHIEF: LR



CONSENT TO RELEASE OF INFORMATION

I, _____, hereby give permission to Wahnapiatae First Nation to utilize my information for the purposes of improving Education planning and support, and improving unemployment opportunities, policies, and procedures.

I consent to my information being shared only with parties who are required to know this information in regards to fulfilling my application and to deliberate on eligibility requirements.

Applicant Signature

Date

