Agenda – Executive Policy Committee – October 19, 2005

REPORTS

Item No. 4 Aboriginal Scholarship and Community Service Award Program
File CR-4

ADMINISTRATIVE RECOMMENDATION:

1. That the City of Winnipeg establish an Aboriginal Scholarship and Service Award Program in partnership with Winnipeg School Division No. 1.

2. That the Aboriginal Scholarship and Service Award Program be implemented by the Planning, Property and Development Department and Corporate Services Department.

3. That the Program be cost-shared by the Planning, Property and Development and Corporate Services Departments.

Re: Aboriginal Scholarship and Community Service Award Program

For submission to: **Executive Policy Committee**

Original report signed by: **Director of Planning, Property and Development and Acting Chief of Human Resources and Corporate Services**

Report date: September 6, 2005

Recommendation(s):

1. **That the City of Winnipeg establish an Aboriginal Scholarship and Service Award Program in partnership with Winnipeg School Division #1.**

2. **That the Aboriginal Scholarship and Service Award Program be implemented by the Planning, Property and Development Department and Corporate Services Department.**

3. **That the Program be cost-shared by the Planning, Property and Development and Corporate Services Department.**

REPORT SUMMARY

Key Issues:

- Council Authority is required to establish the proposed Aboriginal Scholarship and Service Award Program.
- The program supports Plan Winnipeg 2020 Vision Policy 2A-03*; to Promote Self-Reliant Aboriginal Communities* and recommendations adopted by Council as outlined in The Mayor's Task Force on Diversity (March 21, 2001), the Human Resource Department Strategic Plan (July 2001) and *First Steps*, Municipal Aboriginal Pathways (September 23, 2003) and the Aboriginal Employment Partnership Agreement (January 11, 2005) signed with the Assembly of Manitoba Chiefs and the Manitoba Metis Federation.
- Funding for the Aboriginal Scholarship and Service Award Program will be cost-shared between the Planning, Property and Development and Corporate Services Departments.

Implications of the Recommendation(s):

General implications:

	None
X	**For the organization overall and/or for other departments**
X	**For the community and/or organizations external to the City of Winnipeg**
	Involves a multi-year contract

Comment(s):

- Reduces barriers to education and provides training towards a more representative aboriginal workforce.

Policy implications:

	No
X	**Yes**

Comment(s):

- Currently there is no policy provision for expenditure of department budgets for Awards and Scholarships

Environmental implications:

X	**No**
	Yes

Comment(s):

-

Human resources implications:

	No
X	**Yes**

Comment(s):

- Commitment to summer work placement and staff mentorship.
- Seen to be part of the Planning, Property and Development Services succession planning strategy.

Financial implications:

X	**Within approved current and/or capital budget**
	Current and/or capital budget adjustment required

Comment(s):

- Scholarship and Service Awards to be cost-shared between Planning, Property and Development and Corporate Services Departments.
- Salaries for summer placements to be accommodated within the Planning, Property and Development Department budget.

REASON FOR THE REPORT:
City Council has the authority to approve the establishment of the Aboriginal Scholarship and Service Award Program and delegate authority for expenditures for the program through existing department budgets.

HISTORY:
Winnipeg's aboriginal population has grown by 9,000 people (21%) since 1996 and this upward trend will continue into the future so that by 2020, Winnipeg's Aboriginal population may well exceed 100,000 people.

The median age of Aboriginal Citizens (24.8) is significantly lower than Winnipeg's non-aboriginal citizens (38.4). Approximately one third of the total aboriginal population in Winnipeg is under the age of 14. Over forty percent of all Aboriginal children live in Winnipeg's Major Improvement and Rehabilitation Neighborhood Policy Areas. Of these, more than two-thirds are from single parent households. Overcoming barriers to higher education leading to meaningful employment is a huge challenge for many of these young people. According to Census Canada, many bright, young aboriginal youth (40%) will not finish high school.

Statistics from our Human Resources Branch indicate that 30 percent of the City of Winnipeg workforce is eligible to retire by 2005. By 2010, this number jumps to 50% of a total workforce of approximately 9,000 people. Preparing for this turnover and loss of knowledge within the organization will require creative and innovative programs in the area of succession planning and leadership development.

Reports suggest that within ten years, one in four people of aboriginal descent will make up the labour pool in Winnipeg. To replenish the workforce, the City of Winnipeg will increasingly need to rely on Aboriginal people to fill clerical, labour and professional positions:

"It is important to acknowledge that Aboriginal people are an increasingly important human resource to the City of Winnipeg. This is a relatively young group of people who must be encouraged to become our employees and leaders of the future. It will require strong proactive measures to make this happen by removing the barriers that prevent people from fulfilling these roles. We must also work to teach the young people in the Aboriginal community that they are not just welcome but needed." – Mayors' Task Force on Diversity adopted March 21, 2001.

On September 24, 2003, Winnipeg City Council unanimously adopted "*First Steps*: A Municipal Aboriginal Pathway" to align with Plan Winnipeg's direction that the City "Promote Self-reliant Aboriginal Communities" and as the policy framework to address urban Aboriginal issues in Winnipeg. Key challenges identified in *First Steps* include: Employment, Safety, Economic Development, Quality of Life and Outreach and Education.

The *First Steps* report indicates, "Aboriginal youth require more opportunities for education and training to meet current employment standards…to ensure that our future workforce has the proper training, skills and experience to remain competitive." The report further states "through

the development of creative and inclusive employment programs for Aboriginal citizens we can nurture a prosperous community for generations to come."

In January 2004, the Planning, Property and Development Department was approached to host a career exposure camp for aboriginal youth attending junior high schools in the Seven Oaks School Division. Eleven students from grades 7-9 were selected to participate with staff from the Planning, Property and Development Department. The camp ran for one week at the end of August and was positively received by camp participants and department staff. Since this camp, the students continue to meet and are in the process of establishing an aboriginal youth leadership/mentorship group through the Seven Oaks School Division Aboriginal Parent Council.

Discussion around the development of the youth camp precipitated further discussion on the need to develop a long-term professional mentorship/scholarship program recognizing achievements of aboriginal youth. The objective of such a program is to connect with aboriginal youth who continue to stay in school, pursue academic and community excellence, and encourage them to consider career opportunities within our civic workforce. Discussion has taken place with the Winnipeg School Division to establish a Business/Education Partnership targeting aboriginal youth attending school full time. Priority would be placed on Aboriginal youth who reside within Major Improvement and Rehabilitation Neighborhoods.

The Planning, Property and Development and Corporate Services Departments propose to jointly implement the Aboriginal Scholarship and Service Awards Program in collaboration with Winnipeg School Division #1.

DISCUSSION:

The City of Winnipeg Human Resource Strategic Plan and "*First Steps*; A Municipal Aboriginal Pathway" recognizes the need to reflect the diversity of Winnipeg's population in its workforce and to have greater participation by Aboriginal people.

In January 2005, the Mayor announced an Aboriginal Employment Partnership agreement with the Assembly of Manitoba Chiefs and the Manitoba Metis Federation that focuses on the development of strategies for training, recruitment and retention of Aboriginal employees at the City.

The Aboriginal Scholarship and Service Award Program represents another step in the partnership process between the City of Winnipeg, the Winnipeg School Division #1, and aboriginal youth within Plan Winnipeg's Major Improvement and Rehabilitation Neighborhoods. It is expected to reduce barriers to education and training for students and offer a "doorway" to civic government through mentorship, education and employment.

The goals of the Aboriginal Scholarship and Service Award Program are as follows:

- *To develop a partnership with Winnipeg School Division #1 to recognize achievements of aboriginal students who contribute positively to their school and community.*

- *To support aboriginal youth, primarily residing in Plan Winnipeg's Major Improvement and Rehabilitation neighbourhoods who continue to demonstrate academic and community leadership.*
- *To increase awareness of planning and related fields to aboriginal students enrolled full time in Middle Year, Junior and Senior High Schools with preference being given to those Winnipeg School Division #1 schools located within "Major Improvement" and "Rehabilitation Neighborhoods" as defined in Plan Winnipeg.*
- *To identify aboriginal youth who exhibit interest in the planning and property development fields and to provide opportunity for professional mentorship and related training towards post-secondary education.*
- *To identify potential candidates for employment with the City of Winnipeg over the long term.*

Program Objectives, Eligibility for Enrollment and Program Guidelines are attached as "Appendix A".

Program Costs and Benefits:
During the first year of the program there will be a total of seven scholarships granted as well as two service awards (the latter consisting of summer employment opportunities for up to two students). Direct program costs consist of an estimated $8000.00 per year in salaries and benefits for the two service awards as well as scholarships ranging from $3,300 in 2006 up to $8,400 in 2011 plus ancillary costs of $700 per year (see Appendix B). The Planning, Property and Development and Corporate Services Departments will cost share the Scholarship / Service Award costs. Summer employment costs will be accommodated within the Planning, Property and Development Department's operating budget using funds budgeted for positions that, for a variety of reasons, are vacant during a portion of the fiscal year.

As an example, over a six - year period a minimum of 9 students (if qualified) and a maximum of 54 students will have been enrolled in the scholarship/service award program and, of these, 14 would be eligible for full-time summer work placement within the Department. Exposure to the Department, its programs and prospective long-term employment opportunities, will help address succession planning for the Department, and lay the groundwork for a more representative and diverse workforce within the City of Winnipeg.

Financial Impact Statement

Date: August 23, 2005

Project Name:

Aboriginal Scholarship and Service Award Program

First Year of Program 2006

	2006	2007	2008	2009	2010-2011
Capital					
Capital Expenditures Required	$ -	$ -	$ -	$ -	$ -
Less: Existing Budgeted Costs	-	-	-	-	-
Additional Capital Budget Required	$ -	$ -	$ -	$ -	$ -
Funding Sources:					
Debt - Internal	$ -	$ -	$ -	$ -	$ -
External	-	-	-	-	-
Grants (Identify)	-	-	-	-	-
Reserves, Equity, Surplus, Other	-	-	-	-	-
Total Funding	$ -	$ -	$ -	$ -	$ -
Total Additional Capital Budget Required	$ -				
Total Additional Debt Required	$ -				
Current Expenditures/Revenues					
Direct Costs	$ 12,000	$ 13,550	$ 14,850	$ 15,900	$ 33,800
Less: Incremental Revenue/Recovery	-	-	-	-	-
Net Cost/(Benefit)	$ 12,000	$ 13,550	$ 14,850	$ 15,900	$ 33,800
Less: Existing Budget Amounts	12,000	13,550	14,850	15,900	33,800
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comments:

Direct costs consist of an estimated $8,000/year in salaries and benefits for two summer students working in PP&D as well as scholarships ranging from $3,300 in 2006 up to $8,400 in 2011 plus ancillary costs of $700/year. These latter costs are to be borne on a 50/50 basis by PP&D and Corporate Services.

"Original signed by"
Mike McGinn, CA
Manager of Finance

IN PREPARING THIS REPORT, THERE WAS CONSULTATION WITH AND CONCURRENCE BY:
Corporate Services Department, Human Resource Services

Winnipeg School Division #1, Superintendent of Inner City Schools

THIS REPORT SUBMITTED BY:

Planning, Property and Development Department and Corporate Services Department
Division: Planning and Land Use Division
Prepared by: Harry Finnigan, Director of Planning, Property and Development
Cliff Jeffers, Acting Chief of Human Resources and Corporate Services

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Appendix "A"

ABORIGINAL SCHOLARSHIP AND SERVICE AWARDS

PROGRAM OBJECTIVES

The objectives of the Aboriginal Scholarship and Service award program are as follows:

- To provide a continuing scholarship to selected students who exemplify leadership in both school and community.
- To provide summer employment, job shadowing, professional mentorship and other support (as may be identified) to aboriginal students who display interest and capacity in municipal planning and related fields.
- To serve as recruitment strategy to attract qualified candidates to apply for positions within the City of Winnipeg.

ELIGIBILITY CRITERIA & PROGRAM GUIDELINES

- **Middle Schools and Junior High School Scholarship:**

$250 Scholarships will be awarded at the end of the school year to one aboriginal student in Grades 6, 7, 8 and 9 who have successfully completed their school year and demonstrated academic achievement and community leadership. *The scholarship will be renewed for each consecutive year to those students who continue to meet the objectives of the program.*

Student selection will be based upon criteria agreed upon by Winnipeg School Division #1 and the City of Winnipeg and will be guided by the following:

- Students must be enrolled full time with preference being given to students attending schools in one of the Major Improvement or Rehabilitation Neighborhoods identified in Plan Winnipeg.
- Eligibility for scholarships will be based upon a combination of academic performance and community leadership.

- **Senior High School Program:**

$400 Scholarships will be awarded to one Aboriginal Student in each of Grades 10 and 11 who have successfully completed their school year and have demonstrated academic achievement and community leadership. *Scholarships will be renewed annually to those students who continue to meet the objectives of the program.*

Student selection will be based upon criteria agreed upon by Winnipeg School Division #1 and the City of Winnipeg and will be guided by the following:

- Students must be in full time attendance with preference being given to students attending schools located in one of the Major Improvement or Rehabilitation Neighborhoods as identified in Plan Winnipeg.
- Eligibility for scholarships will be based upon a combination of academic performance and community leadership.

- **Post-Secondary Entrance Scholarship:**

One student, who has successfully completed a summer work placement/service award, and is successfully enrolled in post-secondary education at a recognized university or community college, will be awarded $1500 towards their first year tuition expenses.

Student selection will be based upon criteria agreed upon by Winnipeg School Division #1 and the City of Winnipeg and will be guided by the following:

- Students must be graduates of a High School with preference being given to students attending schools located in one of the Major Improvement or Rehabilitation Neighborhoods identified in Plan Winnipeg.
- Eligibility for scholarships will be based upon a combination of academic performance and community leadership.
- Eligible students will have participated in the scholarship/service award program and completed summer work placement with the Planning Property and Development Department.

- **Summer Work Placement Program (Service Award):**

Two full time student summer placement positions will be dedicated to students who have been recognized through the scholarship service awards program.
Student Placements will be conducted by Planning, Property and Development through an interview process and will be based upon the following criteria:

- Students must be at least 16 years of age or older.
- Students must apply and meet the minimum proficiency requirements for bulletined positions and have expressed interest in civic career opportunities.

- **Application Materials:**

Interested students must submit the following documents and information in order to receive full and equal consideration during the selection of scholarship recipients.

- Completed and signed application.
- Confirmation of Aboriginal ancestry.
- Official grade and attendance transcripts.
- For Grade 12 graduates - proof of acceptance into a post-secondary institution.
- Letter or recommendation from a teacher or a community person who can speak to the student's character and involvement in the community.
- The deadline for applications is on or before April 15th of each school year.

- **Selection Process:**

Scholarship recipients will be selected by a special committee on a competitive basis through an evaluation of student's demonstrated academic achievement, (minimum B average) recommendations, extracurricular activities, leadership qualities and career interests.

FOR YEAR 1 STUDENTS CONTINUING OVER

	Grade 6	Grade 7	Grade 8	Grade 9 (S1)	Grade 10 (S2)	Grade 11 (S3)	Grade 12 (S4)	Ancillary Costs (awards banquet, application process, advertising, mailing, etc)	Summer Work Placement (approx 2 students @$8,000)	Total Annual Cost
Year 1	250	250	250	250	400	400	1,500	700	8,000	12,000
Year 2		250	250	250	400	400				1,550
Year 3			250	250	400	400				1,300
Year 4				250	400	400				1,050
Year 5					400	400				800
Year 6						400				400

FOR NEW YEAR 2 STUDENTS CONTINUING OVER

	Grade 6	Grade 7	Grade 8	Grade 9 (S1)	Grade 10 (S2)	Grade 11 (S3)	Grade 12 (S4)	Ancillary Costs (awards banquet, application process, advertising, mailing, etc)	Summer Work Placement (approx 2 students @$8,000)	Total Annual Cost
Year 1										-
Year 2	250	250	250	250	400	400	1,500	700	8,000	12,000
Year 3		250	250	250	400	400				1,550
Year 4			250	250	400	400				1,300
Year 5				250	400	400				1,050
Year 6					400	400				800

FOR NEW YEAR 3 STUDENTS CONTINUING OVER

	Grade 6	Grade 7	Grade 8	Grade 9 (S1)	Grade 10 (S2)	Grade 11 (S3)	Grade 12 (S4)	Ancillary Costs (awards banquet, application process, advertising, mailing, etc)	Summer Work Placement (approx 2 students @$8,000)	Total Annual Cost
Year 1										-
Year 2										-
Year 3	250	250	250	250	400	400	1,500	700	8,000	12,000
Year 4		250	250	250	400	400				1,550
Year 5			250	250	400	400				1,300
Year 6				250	400	400				1,050

FOR NEW YEAR 4 STUDENTS CONTINUING OVER										
	Grade 6	Grade 7	Grade 8	Grade 9 (S1)	Grade 10 (S2)	Grade 11 (S3)	Grade 12 (S4)	Ancillary Costs (awards banquet, application process, advertising, mailing, etc)	Summer Work Placement (approx 2 students @$8,000)	Total Annual Cost
Year 1										-
Year 2										-
Year 3										-
Year 4	250	250	250	250	400	400	1,500	700	8,000	12,000
Year 5		250	250	250	400	400				1,550
Year 6			250	250	400	400				1,300

FOR NEW YEAR 5 STUDENTS CONTINUING OVER										
	Grade 6	Grade 7	Grade 8	Grade 9 (S1)	Grade 10 (S2)	Grade 11 (S3)	Grade 12 (S4)	Ancillary Costs (awards banquet, application process, advertising, mailing, etc)	Summer Work Placement (approx 2 students @$8,000)	Total Annual Cost
Year 1										-
Year 2										-
Year 3										-
Year 4										-
Year 5	250	250	250	250	400	400	1,500	700	8,000	12,000
Year 6		250	250	250	400	400				1,550

FOR NEW YEAR 6 STUDENTS CONTINUING OVER										
	Grade 6	Grade 7	Grade 8	Grade 9 (S1)	Grade 10 (S2)	Grade 11 (S3)	Grade 12 (S4)	Ancillary Costs (awards banquet, application process, advertising, mailing, etc)	Summer Work Placement (approx 2 students @$8,000)	Total Annual Cost
Year 1										-
Year 2										-
Year 3										-
Year 4										-
Year 5										-
Year 6	250	250	250	250	400	400	1,500	700	8,000	12,000

TOTAL COST FOR YEARS (STARTING WITH NEW STUDENTS FOR SIX YEARS)										
	Grade 6	**Grade 7**	**Grade 8**	**Grade 9 (S1)**	**Grade 10 (S2)**	**Grade 11 (S3)**	**Grade 12 (S4)**	**Ancillary Costs (awards banquet, application process, advertising, mailing, etc)**	**Summer Work Placement (approx 2 students @$8,000)**	**Total Cost**
Year 1	250	250	250	250	400	400	1,500	700	8,000	12,000
Year 2	250	500	500	500	800	800	1,500	700	8,000	13,550
Year 3	250	500	750	750	1,200	1,200	1,500	700	8,000	14,850
Year 4	250	500	750	1,000	1,600	1,600	1,500	700	8,000	15,900
Year 5	250	500	750	1,000	2,000	2,000	1,500	700	8,000	16,700
Year 6	250	500	750	1,000	2,000	2,400	1,500	700	8,000	17,100