

**CHIPPEWAS OF THE THAMES FIRST NATION GAGIGE
GIKINOMAAGOZIWIN BOARD OF EDUCATION**

Bursary Assistance Fund Policy

July 2023

1.0 BACKGROUND

In 1994, the Chippewas of the Thames First Nation Chief and Council ratified a BCR to provide Education Funds to Chippewas of The Thames registry members through the Big Bear Creek Trust Fund. This policy is governed by the elected body of the Chippewas of the Thames First Nation Gagige Gikinomaagoziwin Board of Education.

The Gagige Gikinomaagoziwin Board of Education Trustees are elected members of the Chippewas of Thames First Nation and are authorized by the elected Council to manage the Post-secondary Program.

The duties and responsibilities of the \ Board of Education Trustees are to:

- Provide direction to the Post-secondary Counselor in the overall management of the Bursary Assistance Fund; Annually review the student assistant policy;
- Review monthly/quarterly reports provided by the Postsecondary Counselor Review and approve the three yearly intake submissions (April 1st, August 1st, November 14th) presented by the Post-secondary Counselor;

2.0 INTRODUCTION TO THE BURSARY ASSISTANCE FUND

Gagige Gikinomaagoziwin Board of Education Bursary Assistance Fund was established to help alleviate some of the financial stress post-secondary students may experience. Bursaries are non-repayable, grants issued to students who demonstrate financial need. Each year through the interest earned from the Big Bear Creek Trust Fund a limited amount of financial assistance becomes available to COTTFN post-secondary students. The bursary Fund is meant to financially assist post-secondary students in as many circumstances as possible to reach their education goals.

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3.0 INTRODUCTION TO BURSARY ASSISTANCE FUND POLICY

This document outlines the Chippewa Bursary Assistance Fund policy. The objective of this policy is to:

- Establish the criteria to be met by students in order to qualify for financial assistance.
- Outline the types and maximum levels of assistance that may be available.

This policy is effective July 2023 and will apply in whole, to all first-time student applications for the spring intake, July 2023 and forward.

The Bursary Assistance Fund allocation will be dispersed according to the following proposed categories:

1. International students 40%
2. Emergency 20%
3. COTTFN Students 40%

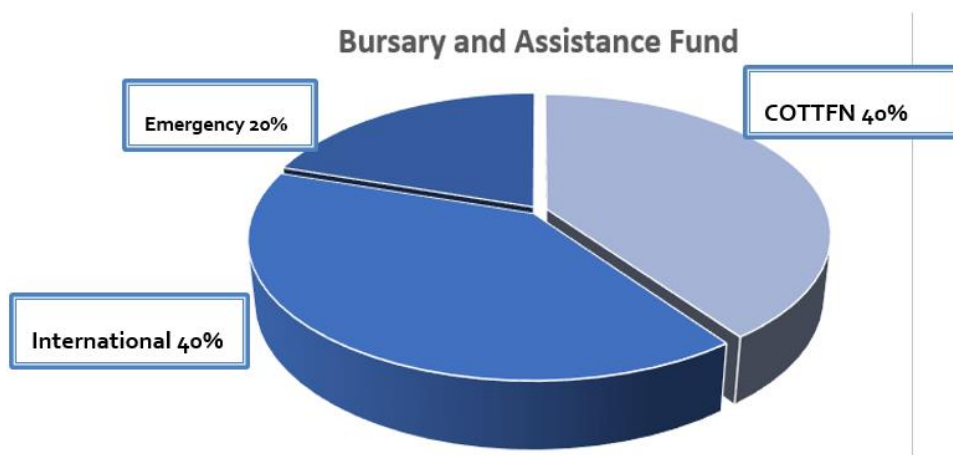
4.0 BURSARY ASSISTANCE PROGRAM CATEGORY DEFINITIONS

Currently, the Gagige Gikinomaagoziwin Board of Education Trustees have proposed these categories for the fund:

- 4.1 **COTTFN International Students:** Provide Chippewas of the Thames member students living in other countries with an opportunity to apply for post-secondary assistance.
- 4.2 **Emergency:** A fund set aside to assist students when dealing with events outside of their control and life-changing situations such as loss of breadwinner or loss of employment.
- 4.3 **COTTFN Students:** The COTTFN Post-Secondary Program budgets often fall short of supporting desired levels of higher education. COTTFN students attending post-secondary programs and their families are required to contribute more to the costs of higher education. E.g.,

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technology, shelter, parking, unexpected expenses, etc. The BAF provides financial aid to meet short-term basic needs of students necessary for physical, emotional, educational, and spiritual well-being while attending school.



Examples are listed in each fund to determine the fund that is most applicable to the student. The following are included but not limited to possible causes for financial need.

COTTFN STUDENTS	COTTFN INTERNATIONAL STUDENTS	EMERGENCY
<ul style="list-style-type: none"> • travel/ parking • rent • professional fees • school/program related workshops/conferences (outside of regular institution) • late & application fees • tutoring • co-op/placement costs • internet/data • printing fees • travel for ceremony purposes 	<p><i>(Living outside of Canada)</i></p> <ul style="list-style-type: none"> • tuition • living allowance • book/supplies • travel • parking • tutoring • professional fees 	<ul style="list-style-type: none"> • a loss in the family or critical illness (travel) • traditional healing/mentoring/mental health 'breaks' • unexpected fees from rent, childcare, • books/supplies, tutoring • natural disaster, flood/water damage • personal (household) emergency • car breaks down • illness/medication, food/ special diet

5.0 ELIGIBILITY

To be eligible for assistance under the Chippewas of the Thames First Nations Bursary Assistance Fund, post-secondary students must be registered members of the Chippewas of the Thames First Nation, including students who are living in the United States, and must:

- 5.1 Provide proof of being a registered member of Chippewa of the Thames First Nation.
- 5.2 If a student submits a "Temporary Confirmation of Registration Document" the student must also provide photo identification and a letter from the Chippewa's of the Thames Indian Registry Administrator stating that they are a current member of Chippewa of the Thames First Nation.
- 5.3 Students must be enrolled in a post-secondary program full-time or part-time.
- 5.4 Have met university or college entrance requirements, and verify acceptance to a program of study at a post-secondary institution. Applicants must submit an Institution acceptance letter or a letter of student in good standing from the Institution.
- 5.6 Students must be enrolled in a post-secondary program full-time or part-time.
- 5.7 It is not required that students be part of the COTTFN Post-Secondary funding program, we welcome all members in a higher education program to apply for assistance as per guidelines per category.
- 5.8 All funding requests must pertain to the current school year.
- 5.9 Within the limits of funding received The Bursary Assistance Fund will provide financial assistance through the following priority allocation system:

Priority Designation	Definition of Designation
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1	Students continuing post-secondary studies that are in good standing within this policy, and were funded the previous academic year or semester by the Bursary Assistance Fund.
2	Deferred students/applicants from the previous year that were eligible the first time applicants and denied due to the lack of funding. Continuing successful self-funded students.
3	Students newly graduated from secondary school, within a calendar year, moving directly into post-secondary studies within this policy.
4	Adult/Mature students who are first time applicants and age 21 and over, GED/ ACE graduates. Also, UCEP graduates.
5	Adult/mature students age 21 and over returning after a break (for 2 or more consecutive semesters) in post-secondary studies, and in good standing within this policy and meeting all other eligibility criteria.
7	Students who have previously dropped out or discontinued their Program, and have been out of school for two or more consecutive academic semesters.
8	Students not in good standing from a previous semester. May be eligible, for the costs of tuition and books only as per available funds.

5.10 If assistance requirements for the number of students exceed the budget, applications may be referred to the Gagige Gikinomaagoziwin Board of Education Trustees for review, in line with our First Nation priority allocation system for decision, and/or deferred for review by the Board at the next Bursary Assistance Fund student intake.

5.11 The Bursary and Assistance Fund does not apply restrictions for eligibility based on age, terminal illness, or learning disabilities.

6.0 Post-Secondary Bursary and Assistance Fund guidelines for Anishinaabe’aadziwin Anishinaabemowin Language Program

The Post-Secondary Bursary and Assistance Fund will follow the post-secondary program policies and include the following guidelines while in partnership with the Anishinaabe’aadziwin Anishinaabemowin Language Program.

6.1 The Post-Secondary Counsellor will be available to students of the Anishinaabe’aadziwin Anishinaabemowin Language Program for student support and personal counselling.

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- 6.2 Students may work part-time employment of less than 30 hours to be eligible for a monthly living allowance bursary.**
- 6.3 Students must inform the Post-Secondary Program of income sources such as EI and OW when applying for assistance to avoid financial penalties from public service agencies.**
- 6.4 Students must notify the Post-Secondary Counsellor if withdrawing from the Anishinaabe'aadziwin Anishinaabemowin Language Program.**
- 6.5 Students who are a priority 8, usually only receive books and tuition. Approval with conditions will be given to students who fall within priority 8 to maintain regular contact with the Post-Secondary Program Counsellor on a monthly basis.**

7.0 LEVEL OF FINANCIAL NEED

Students applying for assistance may be granted a Bursary based on documented financial need in the amount specified in each category in

For every application, the financial need determination will be assessed by the Post-Secondary Counsellor, who will provide recommendations to the Board of Trustees based on documented individual need.

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7.1 Applicants will be given a rate of financial need to determine eligibility for Bursary Assistance.

Level	Definition
1	Single Parent with dependent(s) No OSAP, No PS funding
2	Single Student away from home, no OSAP, no PS funding
3	Single Student living with parents, No OSAP, No PS funding
4	Student and Spouse - one income, No OSAP, No PS funding
5	Single Parent with dependent(s) No OSAP with PS funding
6	Single Student away from home, no OSAP with PS funding
7	Single Student living with parents, no OSAP with PS funding
8	Single Parent with dependent(s) with OSAP and PS funding
9	Single Student away from home with OSAP and PS funding
10	Student and Spouse – one income, no OSAP and PS funding
11	Student and Spouse – one income OSAP and PS funding
12	Single Student living with parents with OSAP and PS funding
13	Family – two incomes

8.0 PROCESSING APPLICATION FOR ASSISTANCE:

Applications for the following are due on or before:

April 1st,
 August 1st
 November 14th

8.1 Applications can be faxed, scanned, or emailed to ddolson@chippewa-ed.on.ca All applications must be RECEIVED AT THE OFFICE on the day of or before the due date.

8.2 Applicants will be notified that their application has been received either by telephone, email, or mailed receipt.

8.3 Applicants must submit a statement of financial need to include as many details as possible, such as:

- Challenges that you currently face
- How students have tried to solve some of these challenges
- Past/present academic success

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- **Past/present extracurricular activities**
- **Student talents and unique gifts**
- **How the financial aid will help students achieve specific objectives**

8.4 Students must complete a Personal Budget form for the application period.

8.5 Student must provide proof of financial need through quotes for proposed expenses, evidence of outstanding bills, evidence of financial commitment, and lack of financial options.

8.6 Applicants must submit an Institution acceptance letter or a letter stating of student in good standing from the Institution.

8.7 Applicants must provide marks from the most recent completed semester.

8.8 Dependent children must be under the age of 20, have no income, be registered members of the Chippewas of the Thames First Nation, the applicant's birth children, and must be residing in the home with the applicant. Non-members, foster children, and spouses/partners are not funded. Proof of membership is required for children.

8.9 Students are not required to disclose any details they are not comfortable with; however, all forms will be held in complete confidence as well as locked in the office.

8.10 Students will be notified by email, telephone, and mail of the final decision of the Bursary Assistance application approval.

8.11 The Gagige Gikinomaagoziwin Board of Education staff and/or trustees reserve the right to authenticate all information about the application before any decision is made.

9.0 STUDENT RESPONSIBILITY:

It is the student's responsibility to fully complete and submit this application with all required supporting documentation. The completed application needs to reach the Gagige Gikinomaagoziwin Board of Education office either on or before the due date listed in the category the student is applying for.

10.0 TYPES OF ASSISTANCE

10.1 Bear – Makwa (Admission) Bursary

\$18,500.00 University

\$15 500.00 College

This bursary will cover the expenses of tuition, books, and living allowance for students. Comparable to the Post-Secondary Program.

10.2 Crane - Mooshka' oosi Emergency Student Bursary

\$500.00 minimum

This bursary will cover emergency expenses for enrolled students. Students requesting more than \$500.00 must have Education Board of Trustee approval.

10.3 Deer – Waawaashkeshi Needs-Based Bursary

\$1000.00

This bursary will cover expenses such as parking, mileage, lap top, communication (internet, cellular phone), household cleaning, clothing, travel home over 200 kilometers., and minor vehicle repair.

10.4 Loon – Maang Needs Based Bursary

\$2000.00

This Bursary will cover expenses such as cost of living expenses, struggling with debt, major vehicle repair, family tragedy, medical, and child care.

10.5 Marten – Waabizheshi Cost of living

\$3000.00

This Bursary will cover the cost of shelter, living expenses, utilities, food, and personal care.

11.0 LIMITS TO ASSISTANCE

- 11.1 Students accessing the Bursary and Assistance Fund are eligible for funding once per year, which includes Emergency assistance.**
- 11.2 Students approved for bursary assistance for tuition, living allowance and books will only be funded per semester and not a full year. If a student funded under the bursary for tuition, living allowance and books in good standing their funding will be transferred to the Post-Secondary Program dependent on available funding except the Anishinaabe'aadziwin Anishinaabemowin Language Program.**
- 11.3 For students attending Canadian/Foreign private post-secondary institutions where a comparable program is offered by a Canadian public post-secondary institution, the Bursary Assistance Fund will pay the tuition as charged by the Canadian public institution nearest to the student's place of residence at the time of application.**
- 11.4 For Students attending a Canadian/Foreign private/public institution where no comparable program is available in a Canadian public post-secondary institution, the Bursary Assistance Fund will pay the tuition.**
- 11.5 Student loans will not be repaid by the COTTFN BOE Bursary Assistance Fund.**

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11.6 All online studies are eligible for tuition fees and book expenses. Full-time online studies are eligible for living allowances at the discretion of the Board. Extension fees for online coursework will not be covered. Students who are employed and receiving wages may not receive a living allowance and travel costs.

12.0 A Trustee shall declare a conflict of interest on voting on issues relating to an immediate family member. This includes father, mother, sisters, brothers, husband, wife, sons, daughters, grandchildren, nieces, and nephews, including a common-law spouse.

13.0 STUDENT NOT IN GOOD STANDING

Any expenditure made to, or on behalf of, a student for which that student is ineligible, places that student in a "not in good standing" status within this policy. Examples may be; for accepting living allowances or Bursary and Assistance payments while not attending required classes and/or allowing tuition payments to be made on one's behalf where a stop-payment opportunity exists and is missed. Other examples are unsatisfactory academic progress, incarceration, giving false/invalid information at the time of application, and the inappropriate use of funds. There may be other reasons published from time to time by the Board. The Board may set terms and conditions to allow the student to regain "in good standing" status. Where possible, the student deemed to be "not in good standing" will be given a written warning prior to disqualification from financial assistance and will become ineligible for further assistance for a period of 3 years.