



Our Ref.

Ms. Elaine Allan  
Executive Director  
Skills Canada BC  
3777 Kingsway, Burnaby, BC  
V5H 3Z7

Dear Ms. Allan,

I am pleased to advise you that the Ministry of Advanced Education and Skills Training will provide Skills Canada BC with a one-time monetary contribution of \$150,000 for Skills Canada BC (SCBC) in fiscal 2020/21. The intent of this fiscal contribution is to support SCBC's regional and provincial competitions.

Upon your acknowledgement of this commitment, funds will be transferred to you at the next available electronic funds transfer date. Please see Appendix 1 for details of the transfer.

Appendix 2 outlines the reporting required for SCBC as a condition of this funding.

I understand that SCBC Executive and Ministry staff are in regular contact on many issues, including potential funding partnerships. As you are aware, our 2021 annual contribution to SCBC is one-time only and will not be part of a *guaranteed* annual cycle. I encourage SCBC to always look for innovative ways and funding strategies by partnering with stakeholders that share your same vision for the future of trades in BC.

The Ministry has a vested and continuing interest in supporting skills training and engagement of youth in BC's trades training system. We appreciate the work that SCBC does by influencing youth in K-12 and Post-Secondary to explore trade and technology careers and meet prospective employers.

We wish you the best of luck with the upcoming provincial competition, as well as your preparation for hosting the 2022 National Skills Competition in Vancouver.

Sincerely,

Suzanne Spence  
Executive Director

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**Ministry of  
Advanced Education  
and Skills Training**

Workforce Innovation  
and Division Responsible for  
Skills Training

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pc: Catherine Poole, A/Assistant Deputy Minister  
Workforce, Innovation and Division Responsible for Skills Training  
Ministry of Advanced Education, Skills and Training

## **Appendix 1 – Financial Contribution**

1. Payments will be made as follows:

- i. A one-time payment of \$150,000 will be made at the next available electronic funds transfer upon acknowledgement of the terms of this funding commitment.

The Ministry anticipates conversations with SCBC regarding this funding will occur through our regular meetings. If it is found that not all funds are able to be allocated by March 31, 2022, the Ministry and SCBC can then discuss additional time to allocate the funding or the Ministry may require repayment of unused funds.

## Appendix 2 - Reporting Requirements

<b>Project Deliverable</b>	<b>Details</b>	<b>Due Date</b>
<b>Final Report</b>	To support this contribution, Skills must provide the Ministry of Advanced Education and Skills Training a report detailing: <ul style="list-style-type: none"><li>• # and description of competitions funded; and</li><li>• The numbers of participants that competed in those competitions; and</li><li>• The amount of funding spent on each competition.</li></ul>	<b>March 31, 2022</b>