

Questions and Answers for Interested Applicants
Responses to December 5th Teleconference and Emailed Questions
Low-Carbon Building Skills Apprenticeship Enhancement Fund (LCBS-AEF)

1. Please provide clarity on the \$200,000 cap per project – can you apply for one project under AEF and one under Professional Development?

Yes, you can apply for funding under both streams. A maximum of \$200,000 will be allocated per application: \$200,000 for AEF and \$200,000 for CPRD/PRD. Each applicant can submit a maximum of one application detailing one project for each funding stream. (For example, an applicant can submit one application for Low Carbon Building Skills Apprenticeship Enhancement Fund stream and one application for the Course, Resource and Professional Development/Resource and Professional Development stream).

2. Can you be a lead on the two streams as well as the Partnership Fund?

An organization can submit no more than 3 LCBS applications. An organization can be the lead for only one project per stream but can be a partner for others. An organization can submit collaborative applications as a partner in addition to a limit of one application per stream where it acts as a lead.

Each organization can be the lead applicant and submit one application for each of:

- AEF-LCBS (College or non-college TDAs, whichever is applicable);
- CRPD/RPD-LCBS Training Fund (for Colleges/Universities or non-college TDAs, whichever is applicable); and,
- LCBS Partnership Fund.

3. Can you share the contact information for individuals on the teleconference?

No, this is not public information.

4. Can you share the contact information of the ministry staff on the teleconference?

Yes, contact information of ministry staff involved in the teleconference will be provided in a follow-up email.

5. Should proponents connect with their local MAESD office regarding their proposal submission?

No, as this is a competitive process, all proponents will be given the same information at the same time to ensure a fair and competitive process.

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6. If currently updating facilities though other funding, can you apply for AEF stream to supplement the funding?

Updating facility costs with LCBS funds may be appropriate assuming that the equipment or renovation contributes to apprentices learning low carbon building skills, and the project otherwise meets the criteria outlined in the LCBS Training Fund CFP. Please note that costs cannot be duplicated as stated in the Low Carbon Building Skills Training Fund for Universities and Colleges or the Low Carbon Building Skills Training Fund for Non-College Training Delivery Agents.

7. For the purchase of equipment, can you partner with a secondary school?

As per the Call for Proposal, partnerships can be with industry, community members or employers. Since a secondary school is a part of the community, partnering with a secondary school would be appropriate. Partners should be invested in and committed to increasing the low carbon performance of the province's building stock.

Applicants must have the ability and the proposed activities must demonstrably raise the TDA ability to provide training in Low-Carbon Building Skills.

8. If a college offers training that is part of the Appendix A: Diploma-Apprenticeship System Transfer Pathways but is not an approved TDA for apprenticeship in-school training, can they apply for the AEF stream?

No, the college must be an approved TDA for in-school apprenticeship training for the trade in order to apply for the AEF stream. College TDAs must be approved and have delivered the trade associated with the project in the last full fiscal year of seat purchase activity, i.e. 2016-17.

9. Can you use AEF base funding and LCBS funding to apply for one project?

Projects that are eligible for LCBS AEF stream must support the training of apprentices in the industrial and construction trade sectors to update their equipment and improve their facilities, in order to deliver effective training programs which focus on the design, construction, maintenance and operation of buildings which have a low-carbon environmental impact. Projects that are eligible for support Ontario's commitment to increase the number of certified tradesperson in the province for all trades.

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Not all proposals that are received under the LCBS CFP will receive funding as this is a competitive process.

10. Please clarify the OCOT alignment to curriculum standards requirement and the weighting in the evaluation?

Proponents must describe how the proposal aligns with or builds upon the learning outcomes in the curriculum standards developed by the Ontario College of Trades (OCOT), where possible.

The weighting for OCOT alignment under the AEF stream is 15%.

11. For curriculum standards that are under review, which version do we align with?

Please use the current OCOT-approved standards.

12. Who is eligible for LCBS AEF funding?

For LCBS-AEF Training Fund (for Non College Training Delivery Agents) the applications are open to Non-College TDAs (e.g. union or employer-sponsored training centres). Ontario Non-College TDAs must be approved and have delivered the trade associated with the project in the last three full years of seat purchase activity, or 2014-15 to 2016-17.

For LCBS AEF Training Fund (Publicly funded Colleges and Universities) the applications are open to Ontario College TDAs. Ontario College TDAs must be approved and have delivered the trade associated with the project in the last full fiscal year of seat purchase activity, or 2016-17.

13. What kinds of projects are eligible for LCBS AEF funding?

Proposals must clearly demonstrate how expenditures will lead to enhancing students' low carbon building skills.

Purchasing updated equipment needed to deliver effective low-carbon building skills training that focuses on the design, construction, maintenance, operation and removal of buildings to ensure they have a low carbon impact.

- Examples include, but are not limited to: air tightness kits, passive house construction demonstration models, thermal imaging/acoustic equipment, photovoltaics, biomass boilers, ground source heat pumps, simulator equipment.

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- Updating training labs or other classroom facilities, including mobile units, to better accommodate training in low-carbon building skills, as long as the renovations are not funded through other Ministry programs.

Proposals must clearly demonstrate how expenditures will lead to enhancing students' low carbon building skills. Eligible costs include:

- Replacement of existing equipment to meet industry standards and support growth in apprenticeship enrolment and completions in any trade in the industrial or construction sectors that provides training in low-carbon building skills;
- Purchase of new equipment to support training capacity growth related to low-carbon building skills;
- Purchase of new equipment resulting in program delivery efficiencies, i.e., affecting more than one training program; and
- Alterations and renovations to existing facilities to improve the condition and efficiency of apprenticeship instruction for low-carbon building skills (i.e. classrooms and mobile apprenticeship training units). If the project activities anticipate the renovation of facilities, the application must clearly outline a plan to have the renovations completed by the end of the agreement.

Examples of AEF ineligible costs include:

- Financing projects in areas that are not used for hands-on apprenticeship training (e.g., student residences, automobile parking, recreation facilities, faculty space, classrooms not used for apprenticeship training) or that primarily accommodate administrative functions;
- Duplication of already-funded activities or replacement of non-Ontario Government funding sources already committed to such projects;
- Replacement of any institutional or partnership contributions for projects previously approved for the College TDA unless special approval is granted by the Ministry;
- Auditing costs; and,
- Costs eligible under the seat purchase plan.
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14. I am having issues opening up the application template?

The resolution for this is to open the file using Adobe reader, rather than using the in-browser plugin. These plugins are frequently out of date and unable to read the fillable forms. The process for this is as follows:

- Download the file to your computer (right click the link and select 'download as', or 'save link as', or click the download icon on the error screen
- Navigate to the downloaded file (can usually be found in your download folder, or in the location you selected). You can also find the file by going to the 'downloads' menu of most browsers, identifying the appropriate file, and selecting 'open file location'.

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- Open the file normally. By default, PDF files are opened by Adobe reader. If the file opens in the browser again, try right clicking the file, selecting 'open with', and then choosing Adobe Reader or Acrobat. If either requires an update you will be prompted.