

French Funding Guide 2013-2018

Federal Funds

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The Government of Canada, in its Roadmap for Canada's Linguistic Duality 2013-2018¹ released on August 14, 2013, will continue to invest in education maintaining its planned investments and building on its enduring collaboration with provinces and territories. The Government of Canada considers linguistic duality not only as a basis of Canadian identity, but also an essential tool for ensuring Canadian's openness to the world.

The Minister of Canadian Heritage, on behalf of the Government of Canada, and the ministers of education, on behalf of their respective provincial/territorial governments, through the Council of Ministers of Education, Canada (CMEC), have agreed on the objectives, programs, funding arrangements and undertakings that constitute the new *Protocol for Agreements for Minority-Language Education and Second-Language Instruction 2013-2014 to 2017-2018*². Under this Protocol, British Columbia will receive an amount of federal funding equal to the previous 2009-2010 to 2012-2013 Protocol's annual amount, for each of the next five years.

British Columbia concluded its bilateral agreement with Canadian Heritage in March 2014, the "*Canada–British Columbia Agreement on Minority Language Education and Second Official Language Instruction 2013-14 to 2017-18*"³. The bilateral agreement allows the disbursement of federal funds to the provinces/territories as established under the Protocol.

The provincial action plan matches the area of intervention identified by the federal strategic framework for both French minority language education and French second language instruction: student participation, provision of programs, student performance, enriched school environment, access to postsecondary education and support for educational staff and research. These areas of intervention are consistent with the province's own approach to French minority language education and French second language programs.

While British Columbia's focus on student learning and improvement of outcomes for students across the province is consistent with the new strategies as defined in the Protocol; British Columbia's Action Plan is centered on student participation. Recruitment, integration and retention of students are essential to meeting the overall objectives of the Protocol. Given projections for further decline in the school age population, the greatest challenge will be to sustain, and hopefully increase, the number of students in both French minority and French second language programs by 2017–2018.

Ministry Of Education

Contact Information

French Programs		EDUC.French.Programs@gov.bc.ca (250) 356-2516
Program Policy and Stakeholder Relations	Linda Beddouche	Linda.Beddouche@gov.bc.ca (778) 679-1697
General Inquiries	Lesley Carman	Lesley.Carman@gov.bc.ca (250) 480-9961
Funding Policy and Financial Administration	Luc Jermann	Luc.Jermann@gov.bc.ca (250) 888-3106
Federal Programs Coordination (Explore, Odyssey)	Marc Labelle	Marc.Labelle@gov.bc.ca (778) 677-4286
Provincial Programs Coordination (Bursaries, BC-Quebec Exchange)	Jenn Neilson	Jenn.Neilson@gov.bc.ca (778) 676-7328
Translations Coordination	Etienne Verstraelen	Etienne.Verstraelen@gov.bc.ca (250) 208-4385

School District Grants

based on student level data collection

General Information

The Ministry of Education administers federal funding intended to support incremental costs resulting from offering French as a second official-language in British Columbia. Under the current BC Action plan of the *Canada–British Columbia Agreement on Minority Language Education and Second Official Language Instruction 2013-2014 to 2017-2018*, school districts will receive \$8,204,596 each year, for years 2013-14 through 2017-18, allocated based on school year 2012-13 enrolments.

This funding may be reviewed, amended or supplemented at the Ministry of Education's discretion, on an annual basis, depending on reported enrolment in French as a second language, and the availability of funds from the BC action plan.

The following guidelines and recommendations must be taken into consideration by school districts receiving federal funding for French as a second language:

- **All Federal Funds received by school districts must be spent entirely in support of French Immersion Programs or Core French Courses. The ministry could reclaim any portion of the grant not used for this purpose.**
- School districts are required to keep an accounting of all expenditures of federal funds for French as a second language and report on these expenditures at the end of the school year. Auditing and monitoring of these funds should be expected as an integral part of the Ministry of Education's funding process.
- A Financial Report / Evaluation Form (FP01-SD) must be submitted no later than July 31, at the end of each school year. The most updated version of this form will be made available for download no later than June 1st of every year through the Ministry of Education's website.
- School districts have the flexibility to reallocate federal funds between the funding categories. Reallocation of these funds must be reported in the Financial Report / Evaluation Form (FP01-SD).
- School districts may apply up to 20% of their total federal funding to the maximum of a 0.4 full-time equivalent (FTE) position, for French as a second language teacher's salary or at the district level for a coordinator position responsible for French as a second language programs.
- School districts may apply their federal funding towards hiring a district curriculum implementation coordinator responsible for French as a second language programs, up to a maximum of a 1.0 full-time equivalent (FTE) position.
- Any amount in excess of the actual costs and expenses necessarily incurred in support of French as a second official-language becomes a debt due and owing to the Province, unless otherwise directed by the Ministry of Education.
- School districts are encouraged to form a French Advisory Committee with representatives from the various stakeholders, i.e. trustees, administrators, parents and teachers. Where established, best practice would suggest that allocation of funds be discussed with the committee.

¹ <http://www.pch.gc.ca/pgm/slo-ols/strat-eng.cfm>

² <http://www.cmec.ca/156/Programs-and-Initiatives/Official-Languages/Official-Languages-in-Education-Protocol/index.html>

³ <http://www.pch.gc.ca/pgm/lo-ol/entente-agreement/education/index-eng.cfm>

Participating school districts will receive seventy percent (70%) of their annual allocation through electronic transfer in the fall. Any supplemental funding allocations to districts will be announced in March, on a year to year basis. Except for 2013-14, Form FP01-SD for the current year must have been received and processed by the Ministry of Education, in order for the final balance and the next year funding transfers to be released. Final payments are expected to occur in August of each year.

Funding categories

School district funding is allocated based on initiatives identified in the BC action plan.

Learning Assistance Grant

Learning Assistance funding represents 7% of the total school district funding envelope under the current BC Action Plan. The main purpose of this grant is to support French Immersion programs' capacity in working with students who demonstrate delayed language, delayed perceptual-motor functioning and delayed social skills in conjunction with below average academic achievement. All district expenses in direct support of this initiative are eligible.

School districts offering French Immersion programs with less than 300 FTE will receive \$11,500 per year in support of this initiative.

School districts will be expected to report on the number of supplementary staff (learning assistants / specialists) working in support of this category.

E-Learning Technologies Grant

E-Learning Technology funding represents 9% of the total school district funding envelope under the current BC Action Plan. The purpose of this grant is to assist French Immersion programs in providing students with a learning environment where technology is an integral part of their educational program, and facilitate students' language acquisition or expand their language skills. Except for capital assets, salary and E-books, under the guidelines of this guide, all districts expenses in direct support of this initiative are eligible.

School districts offering French Immersion will receive \$8.50 per FTE plus additional revitalization funding as follows:

Revitalization Funding Rates	
1-299 FTE	\$14,000
300-400 FTE	\$12,000
401-500 FTE	\$10,000
501-700 FTE	\$ 8,000
701 FTE and more	\$ 5,000

School districts will be expected to report on the type, quantity and cost of hardware, software or other e-learning tools purchased in support of this category.

Learning Resources Grant

Learning Resources funding represents 8% of the total school district funding envelope under the current BC Action Plan. The purpose of this grant is to assist districts with the higher cost of buying education resources in French, for the library as well as the classroom. Expenditures under this category are limited to resources destined to French Immersion classes; and include electronic versions of such resources.

School districts offering French Immersion will receive \$11 per FTE for Kindergarten to Grade 7 and \$90 per FTE for Grade 8 to Grade 12; plus a library grant of \$2,250 for districts with one immersion school, or \$4,500 for districts with two immersion schools or more.

School districts will be expected to report on the type, quantity and cost of French resources and E-books purchased in support of this category.

Core French Grant

The Core French funding represents 16% of the total school district funding envelope under the current BC Action Plan. The purpose of this grant is to provide supplemental funding needed to deliver the Core French programs in participating school districts where the minimum instructional time of 4% is met. Except for items otherwise covered under the guidelines of this guide, all districts expenses in direct support of this initiative, including any allowable salary expense under this guide, are eligible.

School districts offering Core French courses will receive \$8 per student plus an additional amount equal to their base funding times their rural factor (RF).

School districts will be expected to report on the type, quantity and cost of expenses incurred in this category.

French Immersion Grant

The French Immersion funding represents 53% of the total school district funding envelope under the current BC Action Plan. The purpose of this grant is to provide supplemental funding needed to deliver French Immersion programs in participating school districts. Except for items otherwise covered under the guidelines of this guide, all districts expenses in direct support of this initiative, including any allowable salary expense under this guide, are eligible.

School districts offering French Immersion will receive \$50 per FTE for Kindergarten to Grade 3, \$70 per FTE for Grade 4 to Grade 7, \$95 per FTE for Grade 8 to Grade 12; plus an additional amount equal to their base funding times their Immersion funding protection factor (IF), plus an additional amount equal to their base funding times their rural factor (RF). They will also receive additional funding adjusted for the Rural factor as follows:

Additional Immersion Funding	
1-200 FTE	\$40 per FTE x (1+Rf)
201-400 FTE	\$30 per FTE x (1+Rf)
401-800 FTE	\$20 per FTE x (1+Rf)
801 FTE and more	\$10 per FTE x (1+Rf)

School districts will be expected to report the type, quantity and cost of expenses incurred in this category.

Teacher Professional Development Grant

The Teacher Professional Development funding represents 5% of the total school district funding envelope under the current BC Action Plan. The purpose of this grant is to support teacher's participation in activities such as in-service/program implementation for Core French and French Immersion programs which may be offered to individual or groups of teachers, and may include workshops, on-line learning, conference attendance and post-secondary courses.

School districts with more than 10 students will receive \$4,500 for the first 2,570 students and an additional \$1.5 per student beyond that threshold.

School districts will be expected to report the nature, quantity and cost of professional development opportunities accessible to their staff in support of this category.

Cultural Activities Grant

This grant represents 2% of the total school district funding envelope under the current BC Action Plan. The purpose of this grant is to assist districts in providing opportunities for students to be exposed to Franco-phone culture, by sponsoring various French cultural activities that could include visiting musicians/authors or children's theatre groups, field trips or special "days". Neighbouring school districts are encouraged to cooperate to "make the money go further".

School districts will receive funding according to the following schedule:

Core French	
1-1,000 students	\$450
1,000 students or more	\$900
French Immersion	
All districts	\$900
French Programs students	
10,000 -15,000 students	\$450 more
15,000 students and more	\$900 more

School districts will be expected to report the nature, quantity and cost of cultural activities to their French as second language students in support of this category.

Intensive/Enhanced Core French Grant

based on student enrolment level

The bilateral agreement between Canada and British Columbia provides financial assistance to schools districts that offer Intensive or Enhanced Core French programs. In these programs, students receive most of their instruction in French during the first half of the year and a lesser portion during the second half; most of the curriculum (except for Mathematics) is “compressed” into the second half of the year.

For each year, except for 2013-2014, the funding for these grants will be transferred under the following schedule:

- On or before October 31, participating school districts must submit Intensive and Enhanced Core French enrolment data to French Programs of the Ministry of Education, for enrolments as of September 30th of the same school year. The data must be submitted in a table similar to the following.

School Name	Grade	Number of classes	Number of students
ABC School	G	xC	xS

- The current funding rates are \$50 per student in Intensive or Enhance French, and \$2,500 per school offering the program. These rates may be reviewed, amended or supplemented at the Ministry of Education’s discretion, on an annual basis, depending on reported enrolment, and the availability of funds from the BC action plan
- Seventy percent (70%) of the annual allocation will be forwarded to participating districts through electronic transfer in the fall.
- An Intensive/Enhance French Report / Evaluation Form (FP04-IF) must be submitted no later than July 31, at the end of each school year. The most updated version of this form will be made available for download no later than June 1st of every year through the Ministry of Education’s website.
- Form FP04-IF for the current year must have been received and processed by the Ministry of Education, in order for the final balance and the next year funding transfers to be released.
- Final payments are expected to occur in august of each year.

Independent Schools Grant

based on student level data collection

The bilateral agreement between Canada and British Columbia provides financial assistance to independent schools that are publicly funded by the Province. The contributions to independent schools will be calculated for students enrolled in second official language instruction as reported on the Data Collection Form 1701 as of September 30.

The funding for these grants is transferred as a block to the Federation of Independent School Associations (FISA) who is then responsible for the distribution of funds to independent schools offering Core French courses or French Immersion programs.

Calculation of funding

This funding is based on:

Full Time Equivalent (FTE) /Headcount Enrolment in Group 01 & 02 schools, Report I1005 SLDC

Percentage (%) of time for Instruction based on Form 1701 for Core French and French Immersion.

It is calculated by adjusting the enrolment to the Ministry of Education's instruction time adjustment rate and multiplying the resulting Adjusted Instruction FTE by the funding rate for each instruction level.

The Following Instruction time and funding rates are applied:

A) Core French

	Instruction time Adjustment rate
K-3	4.0%
4-7	5.3%
8-12	12.5%

B) French Immersion

	Instruction time Adjustment rate
K-3	100.0%
4-7	80.0%
8-10	50.0%
11-12	25.0%

Post-Secondary Institution Grants

based on students contact-hours collection

The French Post Secondary Grant is intended to support accredited post-secondary institutions that offer courses in French in their Faculty of Education; or French language and literature courses in any other faculties.

Reporting periods

For the purpose of this funding, the ministry of education will consider the following academic terms:

- Fall** – Enrolments as of September 30th, for courses starting between September 1st and December 31st of the same year.
- Winter** – Enrolments as of January 31st, for courses starting between January 1st and April 30th of the same year.
- Spring** – Enrolments as of May 31st, for courses starting between May 1st and June 30th of the same year.
- Summer** – Enrolments as of July 31st, for courses starting between July 1st and August 31st of the same year.

Funding categories

In order to take into consideration the varying expected linguistic impact of courses that qualify for funding under this grant, the following categories have been established:

Pre-service courses

“Pre-Service” courses are courses offered to students who are not BC Certified Teachers enrolled in a program in a professional development capacity.

In calculating grants for this category, the Ministry will include the following:

- A** - French language/literature courses offered.
- B** - Courses offered in French by the Faculty of Education or French language/literature courses offered through the Faculty of Arts in collaboration with the Faculty of Education for students planning to be teachers of Core French, French Immersion or Francophone Programs.

Post secondary institutions must submit a Post Secondary Institutions French Pre-Service Enrolments Report (Form FP-03PS) for each applicable reporting period as described in this guide no later than July 31st.

In the summer, all available funding for pre-service courses will be proportionately distributed to participating universities and colleges according to a funding units model based on contact-hours (enrolments x instruction time). Under the current system:

- A courses** receive one funding unit per total contact hours
- B courses** receive three funding units per total contact hours

In-service courses

“In-service” credit courses are courses offered in French to BC Certified Teachers through Extension, Arts, or Education Faculties, often in cooperation with school districts.

Post Secondary institutions must submit a French In-Service Enrolments Report (Form FP-04IS) for each applicable reporting period as described in this guide no later than July 31st.

In the summer, participating universities and colleges will receive a fixed amount per contact-hours (enrolments x instruction time).

School District Grants

requiring an application

B.C./Quebec Exchange Program

The B.C. – Quebec Exchange Program is open to grade 10 and 11 French Immersion and Francophone program students. Students must apply in grade 9 or 10 to go on exchange in grade 10 or 11.

Each participant is matched with a student from Quebec in the spring of the application year. In the fall of the exchange year, B.C. students and their families welcome the Quebec students who they were matched with into their homes. For three months, the B.C. and Quebec students attend school and participate in local activities together. In late January, the B.C. students travel to Quebec, and spend three months there living with the Quebec students and their families, attending school, and experiencing Quebecois culture.

There is no cost for students to participate in this program. The B.C. Ministry of Education assists with the arrangements for the exchanges, and covers the cost of airfare to and from Quebec.

Students who successfully complete this exchange are entitled to receive 4 credits towards B.C. secondary school graduation (course code [ULEP-11](#)).

Schools must apply by December 15th of the year before the exchange year to participate. Schools must submit student applications to the Ministry by February 28th.

For more information, or to download a Participation Request Form that schools can fill out to register for the program, please visit www.gov.bc.ca/quebecexchange/.

Odyssey Program (www.myodyssey.ca)

School districts may be assigned a French Language Assistant to support the socio-cultural and linguistic activities in the classroom. Full-time Language Assistants provide **25 hours of work per week for a period of 9 months, September to May**. The school district is reimbursed for all salary and other permitted allowances, as per the Administrative and Financial Guide provided to districts by the Council of Ministers of Education, Canada (CMEC). School districts wishing to obtain more information about the *Odyssey Program* may contact the Provincial Coordinator at (250) 361-7055.

Individual Grants

requiring an application

Explore / Destination Clic Program (www.myexplore.ca)

The Explore Program provides bursaries up to a value of \$2,200 (covering room, board and tuition) to enable students completing at least grade 11 or at post-secondary level, to enrol in five-week immersion courses offered in French at institutions throughout Canada. **Francophone students** (as defined in section 23 of the Charter of Rights and Freedoms) may apply for a program designed for francophones with minority rights: **Destination Clic**. (www.destinationclic.ca).

NOTE: The Ministry of Education has approved the **Explore** Program as an External Credential. Students who have not yet graduated and who successfully complete **Explore** would be entitled to receive credit towards BC secondary school graduation. Please refer to the External Credentials chapter in the “Course Information” which may be found on the Ministry’s web site.

Official-Languages Study Fellowship

One-time study fellowships of up to \$1,250 per year (\$5,000 lifetime maximum) are available to encourage students to enter a full-time post-secondary program offered in French at a French language or bilingual institution for a period of one academic year. Application forms are sent to school district offices and secondary schools in December. They are also available from the Ministry’s web site or by calling (250) 356-0256. The Ministry approves fellowships on a first-come, first-served basis, subject to available funding.

Odyssey Program (www.myodyssey.ca)

This program is designed to promote the learning and use of the official languages by providing the services of Language Assistants to educational institutions. Full details of the program are provided on the website, along with an online application form.

Odyssey is for individuals who have completed at least one year of post-secondary education. It provides a salary of \$18,500 per year based on 9 months’ work, as well as two round trips between the province or territory of work or residence and British Columbia.

Individual French Teachers

Bursary Program

Bursary for French Teachers

Bursaries are made available to assist teachers of French as a Second Language, French Immersion, and Francophone Programs to improve linguistic or linguistic/academic qualifications through courses given by post-secondary institutions, often in French-speaking parts of Canada.

- *Individual teachers can apply for funding to a maximum of \$1,500 for immersion courses of at least 60 formal classroom contact hours. Application forms are available upon request from the French Programs website at www.bced.gov.bc.ca/frenchprograms/bursary_eng.pdf.*
- *MASTERS' programs, offered entirely in French, are eligible for a bursary of 25% of academic fees with a maximum of \$1,500 per year for up to two years.*

Bursary for French Teachers in Training

Bursaries are available at www.bced.gov.bc.ca/frenchprograms/teacher_train.pdf to encourage students to register in a full-time one-year programme, offered in French, by the Faculty of Education of a BC post-secondary institution, where the objective is to train prospective teachers specializing in French as a first language (francophone) or French as a second language (French immersion or Core French). Maximum value: \$2,000.