PART A – OPERATING EXPENSES
Administration and Finance

The Administration and Finance Division provides for the executive planning and management of departmental policies and programs. Administrative support is provided through the Department of Education, Citizenship and Youth in the areas of human resource services, financial and administrative services, systems and technology services and initiatives related to Aboriginal education and training.

Executive Support

This line provides the additional compensation to which individuals appointed to the Executive Council are entitled.

The Minister’s and Deputy Minister’s office provide educational leadership to Manitoba’s education systems, which ensure the provision of high quality and equitable training and education programs together with support services. In addition, administrative leadership is provided to the departments to ensure the effective, efficient co-ordination of human and financial resources.

1 (a) Minister’s Salary

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<tbody>
<tr>
<td></td>
<td>$000</td>
<td>FTE $000</td>
<td>$000</td>
<td></td>
</tr>
<tr>
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<td>1.00</td>
<td>29.4</td>
<td>0.3</td>
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</table>

1 (b) Executive Support

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<td>$000</td>
<td>FTE $000</td>
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<td>6.00</td>
<td>515.4</td>
<td>(47.3)</td>
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</tbody>
</table>

Administration and Finance

Administrative support is provided through the Department of Education, Citizenship and Youth in the areas of human resource services, financial and administrative services, systems and technology services and initiatives related to Aboriginal education and training.

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<td></td>
<td>$000</td>
<td>FTE $000</td>
<td>$000</td>
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</tr>
<tr>
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<tr>
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<tr>
<td>Total Sub-Appropriation</td>
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<td>0.00</td>
<td>325.0</td>
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</table>
Support for Universities and Colleges

Council on Post-Secondary Education

The Council on Post-Secondary Education approves new programs and allocates financial resources to the public universities and community colleges of Manitoba. The Council also co-ordinates post-secondary programs and policy development within the system. Specific details of Council activities may be found in its annual report.

As stated in its legislation, the mandate of the Council on Post-Secondary Education is to allocate financial resources to the public universities, community colleges, and to private religious colleges of the Province; to plan and co-ordinate the development of a post-secondary education system that promotes excellence in and accessibility to education; supports the co-ordination and integration of services and facilities; and promotes fiscal responsibility.

In 2005/06, the Council allocated $305.8 million in grants to The University of Manitoba, The University of Winnipeg, Brandon University, Collège universitaire de Saint-Boniface, and the University College of the North, of which $22.8 million was included under Capital Grants. In addition, the Council allocated $4.6 million in grants to the Canadian Mennonite University, Providence College and Seminary, William and Catherine Booth College, and the Steinbach Bible College in support of approximately 1,772 full-time equivalent qualifying students.

In 2005/06, the Council allocated $63.4 million in grants to Red River College, Assiniboine Community College, and the École technique et professionnelle, of which $1.8 million was included under Capital Grants. In addition, the Council provided $0.6 million to the Winnipeg Technical College.

In addition to operating and capital grants, the Council allocated $0.5 million to stimulate change and to reward innovative developments from the System Restructuring Envelope and $1.0 million to fund new programming from the Strategic Program Envelope. In 2005/06, the Council allocated $6.5 million to the ACCESS program to provide program support.

Sustainable Development

One of the Council Secretariat staff is a member of the Education Sustainable Development Group. In addition to committee membership, the Council supports sustainable development activities by purchasing recycled paper and toner cartridges and other supplies. Where possible, the Council makes use of duplex printing and copying, waste paper is sent for recycling on a regular basis, and teleconferencing and videoconferencing of meetings takes place, when possible.

2 (a) Council on Post-Secondary Education

<table>
<thead>
<tr>
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<tbody>
<tr>
<td></td>
<td>$000</td>
<td>FTE $000</td>
<td>$000</td>
<td></td>
</tr>
<tr>
<td>Salaries and Employee Benefits</td>
<td>597.7</td>
<td>10.00</td>
<td>599.1</td>
<td>(1.4)</td>
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<td>Other Expenditures</td>
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<td>328.8</td>
<td>(0.1)</td>
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<tr>
<td><strong>Total Sub-Appropriation</strong></td>
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<td><strong>10.00</strong></td>
<td><strong>927.9</strong></td>
<td><strong>(1.5)</strong></td>
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</table>
2 (b) University Operating Grants

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</thead>
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<td>0.00</td>
<td>287,600.6</td>
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</table>

2 (c) Post-Secondary Strategic Initiatives Fund

<table>
<thead>
<tr>
<th></th>
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<th></th>
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<th></th>
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</thead>
<tbody>
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<td>Grants</td>
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<td>1,500.0</td>
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<td>Total Sub-Appropriition</td>
<td>1,500.0</td>
<td>0.00</td>
<td>1,500.0</td>
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</tbody>
</table>

2 (d) College Grants

<table>
<thead>
<tr>
<th></th>
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<th></th>
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<tbody>
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<td>Operating Grants</td>
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<td>61,553.9</td>
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<td>Total Sub-Appropriition</td>
<td>61,553.9</td>
<td>0.00</td>
<td>61,553.9</td>
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</tbody>
</table>

College Expansion Initiative

The College Expansion Initiative (CEI) supports the growth of Manitoba’s public college system by working collaboratively with the four public colleges and the Council on Post-Secondary Education.

CEI’s investments are primarily focused on new educational programs, although significant contributions have also been made to strategic infrastructure projects. CEI presents expansion proposals to the Council on Post-Secondary Education on behalf of the colleges. The Council has the authority to grant funding approval for all expansion activity.

In 2005/06, CEI invested $1.6 million in the college system. The investments have resulted in the creation of new and expanded programs that meet labour market needs. The following goals guide CEI in determining the direction of new investments: address labour market needs; give attention to the needs of under-served groups; enhance youth participation; improve student success; encourage innovation in the college system; and stimulate workplace-based programming.

2 (e) College Expansion Initiative

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and Employee Benefits</td>
<td>167.7</td>
<td>3.00</td>
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<td>(36.7)</td>
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<td>Other Expenditures</td>
<td>82.8</td>
<td>46.1</td>
<td>36.7</td>
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<td>College Expansion Initiative Grants</td>
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<td>27,725.1</td>
<td>(346.2)</td>
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<tr>
<td>Total Sub-Appropriition</td>
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<td>3.00</td>
<td>27,975.6</td>
<td>(346.2)</td>
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</table>
Access Program

The Access program provides post-secondary educational opportunities to Manitoba residents from under-represented groups. These programs enhance accessibility and success at Manitoba’s public post-secondary institutions for individuals from under-represented groups.

Primary activities undertaken by the Council on Post-Secondary Education consist of co-ordination and administrative support for the Access program and services offered by The University of Manitoba, Brandon University, The University of Winnipeg, Red River College, and University College of the North. The provision of financial support to some of the students enrolled in these programs is administered by Manitoba Student Aid.

The Access Program provides funding to five post-secondary institutions for specialized programs for individuals who have faced barriers to post-secondary education. As of February 2006, enrolments for 2005/06 were 1,011. Programs report that 97% of graduates are expected to be employed or continuing their education and 98% of employed graduates are expected to be working in jobs related to their field of study. Individuals from under-represented groups served by accessibility activities include Aboriginal, physically and visibly challenged, female, single parent, and immigrant students.

2 (f) Access Program

<table>
<thead>
<tr>
<th>Expenditures by Sub-Appropriation</th>
<th>Actual 2005/06 $000</th>
<th>FTE</th>
<th>Estimate 2005/06 $000</th>
<th>Variance Over (Under) $000</th>
<th>Expl. No.</th>
</tr>
</thead>
<tbody>
<tr>
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<td>6,477.0</td>
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<tr>
<td>Total Sub-Appropriation</td>
<td>6,477.0</td>
<td>0.00</td>
<td>6,477.0</td>
<td>0.0</td>
<td></td>
</tr>
</tbody>
</table>

Advanced Education and Training Assistance

The Council on Post-Secondary Education provides grant funding in support of Inter-provincial Training Agreements. Funding is provided to enable Manitoba students to be educated in professions where demand has been identified and training is not available in Manitoba. At present, programs being funded include Veterinary Medicine at the University of Saskatchewan and Optometry at the University of Waterloo.

2 (g) Advanced Education and Training Assistance

<table>
<thead>
<tr>
<th>Expenditures by Sub-Appropriation</th>
<th>Actual 2005/06 $000</th>
<th>FTE</th>
<th>Estimate 2005/06 $000</th>
<th>Variance Over (Under) $000</th>
<th>Expl. No.</th>
</tr>
</thead>
<tbody>
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<td>Total Sub-Appropriation</td>
<td>3,112.4</td>
<td>0.00</td>
<td>3,112.4</td>
<td>0.0</td>
<td></td>
</tr>
</tbody>
</table>
Stevenson Aviation Centre

Delivers nationally accredited aviation and aerospace training programs to address skill and labour market requirements. Department staff are seconded to Red River College to manage the operations and instructional delivery.

### 2 (h) Stevenson Aviation Centre

<table>
<thead>
<tr>
<th>Expenditures by Sub-Appropriation</th>
<th>Actual 2005/06 $000</th>
<th>FTE</th>
<th>Estimate 2005/06 $000</th>
<th>Variance Over (Under) $000</th>
<th>Expl. No.</th>
</tr>
</thead>
<tbody>
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<td>21.50</td>
<td>1,525.0</td>
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<td>Recoverable from Red River College</td>
<td>(1,261.3)</td>
<td></td>
<td>(1,525.0)</td>
<td>263.7</td>
<td>2</td>
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<tr>
<td><strong>Total Sub-Appropriation</strong></td>
<td><strong>0.0</strong></td>
<td><strong>21.50</strong></td>
<td><strong>0.0</strong></td>
<td><strong>0.0</strong></td>
<td><strong>0.0</strong></td>
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</table>

1. Under expenditure results from four positions being filled on a part-time basis, vacancies in three positions, and other minor variances.
2. Reduction in corresponding recovery resulting from under expenditure in Salaries and Employee Benefits.
Manitoba Student Aid

The Manitoba Student Aid Branch, through the administration of the Canada Student Loans Program (CSLP) and the Manitoba Student Aid Program, provides financial assistance for educational purposes to post-secondary students whose finances limit their educational opportunities.

Manitoba Student Aid is a need-based program designed to supplement, not replace, the resources available to post-secondary students. The cost of a post-secondary education is considered to be the primary responsibility of students and their immediate family. Assistance is based on an assessment of financial need that compares the applicant's allowable educational costs to his or her available resources.

The Student Aid Act, which was proclaimed in 2001 and legislatively established the Manitoba Bursary, requires a higher degree of accountability for the Student Aid Program, and promotes the key principles of accessibility and affordability to post-secondary education for Manitoba students.

Loans of up to $350 per week are available through a 60/40 federal-provincial cost-sharing arrangement. The maximum Canada Student Loan (CSL) is $210 per week of study and the maximum Manitoba Student Loan (MSL) is $140 per week of study. One common assessment determines both CSL and MSL awards, making it possible for students to have a complete financial picture of the resources available to them.

Manitoba Student Aid also administers the Canada Millennium Scholarship Bursary to Manitoba's post-secondary students on behalf of the Canada Millennium Scholarship Foundation (CMSF). The federal government, in response to rising student loan debt and loan default rates, established the CMSF in 1998. Manitoba's share of the $2.5 billion scholarship endowment, based on population, is projected to be $10.6 million each year over the next several years. These awards are granted to those Manitoba Student Aid recipients who have the highest assessed financial need, who have successfully completed at least one year of previous post-secondary studies, and who are studying at the undergraduate level in Canada. For the 2005/06 academic year, approximately 2,346 Manitoba students will be awarded these bursaries. These awards are used to pay down the students' loan debt.

The Manitoba Bursary is designed to improve affordability to post-secondary education for Manitoba students. This bursary will assist all Manitoba students studying in Canada, in particular those in the first year of studies and those in graduate programs, since these groups are not eligible for CMSF bursary awards. The 2005/06 budget for the Manitoba Bursary was $6.7 million. Approximately 2,468 students will receive this bursary in 2005/06.

There were significant changes to the Student Aid program in 2005/06. The maximum weekly student loan limits were increased from $165 to $210 for Canada Student Loans and from $110 to $140 for Manitoba Student Loans. This increase, the first since 1994, will assist Manitobans in participating in post-secondary education.

As well, computers and computer-related costs were included as part of eligible books and supplies in a student's need assessment. All students will be granted an additional $500 to their books and supplies costs towards the maximum allowance of $3,000 per program year.

Also, the expected Parental Contribution for dependent students was reduced. The amount parents are expected to contribute to their children's studies affects those families with incomes ranging from $60,000 to $100,000.

The Canada Student Loan program introduced a new grant, the Canada Access Grant for Students from Low-Income Families, for the 2005/06 program year. This grant, administered by Manitoba Student Aid, is intended to cover up to 50% of the tuition, to a maximum of $3,000, and is available
to first-time, first-year dependent students from low-income families who are eligible for Canada Student Loans.

Manitoba Student Aid also administers the modified Canada Access Grant for Students with Permanent Disabilities, worth up to $2,000 per year and available to students with permanent disabilities. It replaced the existing Canada Student Grant for High-need students with Permanent Disabilities and is available to students who are eligible for a full-time or part-time Canada Student Loan and meet all of the other disabilities eligibility criteria. Unlike the previous Canada Study Grant, the grant is disbursed at the start of the program.

Manitoba Student Aid administers special targeted assistance programs such as the student-funding component of the Access Bursary and the Prince of Wales/Princess Anne Award for Aboriginal students. Manitoba Student Aid also administers the following federal Canada Study Grant and Canada Access Grant programs for disabled students: up to $8,000 to offset the costs of exceptional education-related services or equipment; for women in Ph.D. studies, up to $3,000 if enrolled in non-traditional programs; and for high-need part-time students, up to $1,200 if they are unable to study on a full-time basis. A federal grant is also available which provides students with dependants up to $60 per week of study.

Effective the 2005/06 program year, Manitoba Student Aid implemented the Millennium Adult Learner Bursary. These bursaries are funded by the Canada Millennium Scholarship Foundation and the Province of Manitoba. Under this pilot project, up to 100 Adult Learning Centre graduates annually will be provided with a bursary for up to four years of post-secondary education.

Manitoba Student Aid provides Tuition Rebate Grants to Manitoba public colleges and universities in recognition that institutions are providing students with a 10% tuition fee reduction from 1999/2000 tuition fee levels. Student Aid also provides $5 million in grants, through the Manitoba Scholarship and Bursaries Initiative (MSBI), to match private donations to Manitoba’s public post-secondary institutions towards scholarships and bursaries.

In 2005/06, Manitoba Student Aid increased the number of graduate scholarships that supported research-based graduate studies to help attract and retain the highest quality students from within and outside the Province. This assistance provided $7,500 per year for up to four years for Doctoral students (to supplement the University of Manitoba Graduate Fellowships of $16,000 per year) and $15,000 per year for up to two years for Masters students. In 2005/06, the program assisted 36 Master students and 22 Doctoral students.

Manitoba Student Aid is in the second year of phase two of the three-year initiative to provide the Fly Higher Aboriginal Education Awards. These awards are funded through MSBI in partnership with the Business Council of Manitoba (BCM) and the governments of Canada and Manitoba. Up to $150,000 per year raised by BCM through private donations from their members will be matched by the same level of funding from both the federal and provincial governments totaling $450,000. In the 2005/06 academic year, 161 Aboriginal recipients shared $414,750 in awards. Any surplus of funds over awarded amounts is held in endowment. The purpose of this partnership is to increase Aboriginal participation in post-secondary education and to increase their employment opportunities.

Manitoba Student Aid administers grant funding in support of the Churchill Northern Studies Centre and Aboriginal Languages of Manitoba.

Manitoba Student Aid administers the Educational Assistance Option of the Medical Student/Resident Financial Assistance Program (MSRFAP) on behalf of the Department of Health. This option of the program provides financial assistance in the form of a conditional grant to students and residents studying medicine in the Province of Manitoba, as well as to Manitoba students undertaking medical studies in French at the University of Ottawa. Manitoba Medical Doctor graduates from The University of Manitoba, who are undertaking approved post-graduate medical programs at other Canadian and American universities, are eligible as well. Upon completion of
their training, physicians who participate in the program commit to working in the Province of Manitoba for a period of one year for each grant they receive, or repay the money with interest.

Awards in the amount of $15,000 are offered to undergraduate third-and fourth-year medical students. Awards in the amount of $20,000 are offered to Medical Residents in their final year of Family Practice. Residents in other approved residencies are eligible for $20,000 in each of two years. In 2005/06, 146 students received a total of $2,680,000 in conditional grants.

Manitoba Student Aid, in co-operation with the MB4Youth Division of the Department of Education, Citizenship and Youth, administers the Youth Transition: From Work to Post-Secondary Education bursary program. In 2005/06, 9 students completed their work experience and received a $3,000 bursary towards their post-secondary education.

In 2004/05, Manitoba Family Services and Housing introduced the Early Childhood Education (ECE) Tuition Support Grant. Administered by Manitoba Student Aid, the grant of up to $4,000 covers the first-year tuition cost for students enrolled full-time in the two-year Early Childhood Education diploma program at one of Manitoba’s provincial colleges. The grant is non-repayable provided the student works for two continuous years in a licensed child care program in Manitoba, starting within 90 days of the graduation from the ECE diploma program.

Designation is the process by which institutions obtain the recognition that allows their students to be eligible to apply for government student loans. In January 2002, Manitoba Student Aid began implementing the Designation Policy approved by Cabinet. In autumn 2004, provincial/territorial governments, along with the federal government, began implementing the pan-Canadian Designation Framework. This national strategy is intended to strengthen student consumer protection, improve student loan repayment rates, and help students make informed choices about post-secondary education. Because student loans are taxpayer supported, institutions are now held accountable for the administration of these funds and for improving their students' success through review of graduation and employment rates. To support administrative compliance with the national strategy, in 2005/06 Manitoba Student Aid signed Memoranda of Understanding (MOU) with all of Manitoba designated private vocational institutions and all designated private training providers located in Manitoba. Manitoba Student Aid also began MOU discussions with Manitoba's publicly funded institutions in 2005/06. Finally, in conjunction with and using funding from Human Resources Development Canada, Manitoba Student Aid performed compliance reviews (administrative audits) on 10 institutions which were signatories to MOUs. At March 31, 2006 Manitoba was responsible for 61 designated institutions in the Province and had designated approximately 800 other institutions throughout the world.

Manitoba Student Aid has an interactive online application and website to provide greater access to students on a 24-hour/7-day-a-week basis. The online application MySAO (My Student Aid Application Online) uses cutting-edge technology to interact with applicants, determining the information required and guiding them to complete their application. Within minutes of submitting an online application, the students receive an estimate of financial assistance. Students applying online are also mailed a Notice of Assistance letter which indicates the approximate amount of financial assistance they will receive (CSL and MSL awards). Approximately 79% of applications were submitted via the Internet in 2005/06. The MySAO application process contributes to Manitoba Student Aid’s sustainable development activities by decreasing the processing of hard copy documents. Enhancements to MySAO in 2004/05 included the ability for the student to determine their Manitoba Student Loan account balance, what (if any) information is outstanding to process the application, and the ability for the student to update their application with revised information.

For the 2005/06 program year, Manitoba Student Aid processed 13,781 applications for Canada and Manitoba Student Loans. Student Aid also processed 318 applications for Part-time Canada Student Loans. Approximately 48,300 requests for information and assistance were handled over the telephone. Services were also provided in-person to an additional 21,400 current and potential applicants. In-person interviews were conducted with students who had special or high financial
needs, and where necessary, applications were processed on a priority basis to address the needs of students in critical financial situations. The Exceptional Review (Appeal) Committee reviewed 450 appeals.

Manitoba Student Aid’s Student Advisors provide one-on-one interaction with at-risk students, promote program awareness, help reduce student loan default rates, and liaise with Manitoba post-secondary institutions. As well, the Aboriginal Liaison Officer partners and networks with the Aboriginal Community including the Access Programs, at the participating public universities and colleges, regarding aboriginal post-secondary accessibility and affordability policy issues.

Prior to August 2001, Manitoba student loans were financed and administered by financial institutions under either risk, shared, or guaranteed arrangements. On a national level, the financing of student loans changed as a result of the federal government’s move in August 2000, to finance Canada Student Loans directly. Effective August 2001, Manitoba began to direct-finance Manitoba Student Loans and established the former Manitoba Student Loan Service Bureau to administer the loan portfolio. In December 2003, the Service Bureau was merged into Student Aid and became the Loan Services Unit of Manitoba Student Aid.

The Loan Services Unit manages the Manitoba Student Loan portfolio including the disbursement and collection of direct financed loans. Student Aid has contracted with Credit Union Central of Manitoba (CUCM) for the use of their loan administration system to facilitate the provision and collection of loans. The Loan Services Unit also manages the administration of effective debt management programs (ex: Interest Relief, Debt Reduction in Repayment, and Revision of Terms), which provide support to borrowers experiencing difficulty in meeting their repayment obligations, and minimize overall government risk and loan defaults. Student Aid continues to manage the portfolio of Manitoba Student Loans issued prior to August 2001 including the administration of interest subsidy, provision for loss, and risk premium payments.

The specific responsibilities of the Loan Services Unit include:

- Establishing approximately $22 million in direct government financing and Loan Act Authority annually with the Department of Finance;
- Disbursing approximately $20 million annually in loans to approximately 8,500 student clients;
- Managing an existing student loan portfolio of approximately $42 million currently held by national banks involving approximately 15,000 students;
- Managing the new direct government financed student loan portfolio of approximately $37 million;
- Managing the risk, student default strategy, and the repayment and collection processes associated with the student loan portfolio;
- Managing the annual application of the $6.7 million Manitoba Bursary and the $10.6 million Canada Millennium Scholarship Bursary loan remissions to approximately 4,000 eligible student accounts;
- Managing the annual loan administration component of the approximately $2.8 million Medical Student/Resident Financial Assistance Program for approximately 146 students, on behalf of Manitoba Health;
- Managing the Interest Relief and Debt Reduction Programs for eligible students. In 2005/06 the Branch expended $344.1 on these two programs.
- Managing the loan administration for new and existing loans including annual expenditures of approximately $4.8 million for Provision for Loss, Interest Subsidy, and previous Risk Premiums with national banks; and
- Establishing and maintaining disbursement and repayment accounts with Credit Union Central.
Sustainable Development

The Branch supports sustainable development by purchasing recycled paper and toner cartridges and other supplies. Where possible, the use of duplex copying is encouraged. In addition the branch encourages students to apply online using MySAO, which reduces paper product consumption.

Private Vocational Institutions Unit

The Private Vocational Institutions (PVI) Unit administers The Private Vocational Institutions Act, and its attendant regulation, Manitoba Regulation 237/02. The office provides policy direction to the operators of private vocational institutions to ensure compliance with the Act and regulation.

In 2005/06, one private vocational institution closed its doors without incident, and two others merged. Two new private vocational institutions were registered. As a result, there were 37 private vocational institutions registered in 2005/06, of which 26 had programming designated for the Canada/Manitoba student loan programs.

There were 2,854 students registered in Manitoba private vocational institutions in 2005. The Training Completion Fund, which is a pool of monies to be used to help finance the completion of training for students should an institution cease to do business, currently has approximately $496,000 held in trust.

3 (a-l) Manitoba Student Aid

<table>
<thead>
<tr>
<th>Expenditures by Sub-Appropriation</th>
<th>Actual 2005/06 $000</th>
<th>FTE</th>
<th>Estimate 2005/06 $000</th>
<th>Variance Over (Under) $000</th>
<th>Expl. No</th>
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<td>13,602.3</td>
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<td>(114.1)</td>
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<tr>
<td>Recoverable from Health</td>
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<td>(2,891.3)</td>
<td>114.1</td>
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<td>66.25</td>
<td><strong>54,425.0</strong></td>
<td><strong>(4,200.0)</strong></td>
<td></td>
</tr>
</tbody>
</table>

1. Under expenditure is due to a change in federal government policy, resulting in the direct funding of the Canada Access Grants and The High Needs Students with Disabilities components of the Canada Study Grants through the Canada Student Loans Program rather than through Manitoba Student Aid.

2. Under expenditure is due to a lower than budgeted volume of loan awards, lower than anticipated interest subsidy expenditures resulting from a decrease in the actual loan balance, and a reduction in Risk Premium and Loan Rebate amounts.

3. Under expenditure results from the receipt of fewer than anticipated requests for interest relief and debt reduction, due to favourable economic conditions, allowing the branch to realize savings required as part of the in-year expenditure management exercise.
Training and Continuing Education

The Training and Continuing Education (TCE) Division delivers programs to create opportunities and to develop a skilled and adaptable workforce that supports the Province’s social and economic goals.

TCE is committed to: ensuring the accessibility and delivery of skills development opportunities to all Manitobans that are responsive to and aligned with the labour market; assisting Manitobans to find and sustain employment; working with business and industry to build the human resource capacity to be productive and competitive; providing programs and services that facilitate smooth transition and advancement opportunities; developing a workforce that is representative of the population; and working in partnership with other government departments, our stakeholders, and our clients.

This is accomplished by:
- providing assistance and advisory support to facilitate skills training and upgrading for both new and existing workers;
- undertaking human resource planning and development within key industrial sectors;
- promoting awareness and leadership in new areas of skills training considered essential to a skilled Manitoba workforce;
- using labour market information to support the development of relevant labour market related programs and activities, and to help individuals with job searches;
- providing advice to the Minister with respect to skill needs in the Manitoba labour market;
- making a collaborative effort to optimize skills development and labour participation of Aboriginals for northern Hydro development and other large infrastructure projects;
- supporting apprenticeship-related activities including: providing training for apprentices for designated trades consistent with industry requirements; developing new trades in order to meet new skill requirements and emerging trades; developing regulations, curricula and examinations in support of new and existing apprenticeable trades, including the development of compulsory certification trades; administering regulatory requirements for apprenticeship training in designated trades; providing advice to individuals on trades careers and certification matters; and supporting increased job security for employees and labour mobility through journeyperson certification at nationally supported and industry defined standards;
- supporting transition to work by providing job search, referral and job placement services, career development information and establishing partnerships with the public and private sectors to create employment and training opportunities;
- supporting all levels of literacy so that Manitobans will be able to understand and employ printed information in daily living activities at work, at home, and in the community;
- supporting labour market development activities that link individual needs with opportunities in the workforce; and
- offering employment services to help people, primarily income assistance and employment insurance clients to access employment and skills training.

The office of the Senior Executive Director (formerly Assistant Deputy Minister) oversees the TCE Division, providing strategic direction related to departmental priorities and goals including co-ordination and integration related to policy, program and budget issues for the TCE programs.

Project activities for the office include providing information, briefing material and administration services, in addition to representation on various committees and working groups.

The following branches of TCE report to the Senior Executive Director:
- Division Administration
- Adult Learning and Literacy
• Hydro Northern Training Initiative
• Industry Training Partnerships
• Apprenticeship
• Employment and Training Services (including Canada-Manitoba Labour Market Development Agreement)

During the year, division staff played key roles in implementing new programs and in the development of important initiatives that have profound impact on developing Manitoba’s competitive workforce. This includes the Canada-Manitoba Labour Market Partnership Agreement (LMPA) which was signed in November 2005. The LMPA represents a 6 year, $129 million commitment that will promote an effective and efficient labour market to increase productivity and competitiveness in Manitoba. It will also address the needs of Manitobans who have had little attachment to the workforce (youth at risk; Aboriginal peoples and immigrants). Given the change in federal government in January 2006, implementation is expected to commence later in the next fiscal year.

The performance outcomes achieved by the division are outlined in the respective branch sections that follow.

Division Administration

The Division Administration Branch provides strategic direction, co-ordination, and integration relating to fiscal responsibility, policy, and utilization of financial resources for the Training and Continuing Education (TCE) programs.

Objectives of the Branch include the provision of centralized program, administrative, and financial stewardship and support services to TCE with respect to departmental priorities and goals. The Branch provides for financial co-ordination and support division-wide in assessing resource requirements and allocations to programs and branches, including direction and support in financial business planning, reporting, monitoring, policies, processes and procedures. Develops and monitors accountability standards, coordinates divisional cash flow and estimates preparation.

Special project activities for TCE include co-ordination of briefing materials, financial analysis of Treasury Board documents, cash flow and public account variance explanations, administrative services and consultations, providing advice and information as well as co-ordination and support in the area of special initiatives and projects, including the Labour Market Partnership Agreement (LMPA).

4 (a) Division Administration

<table>
<thead>
<tr>
<th>Expenditures by Sub-Appropriation</th>
<th>Actual 2005/06 $000</th>
<th>FTE</th>
<th>Estimate 2005/06 $000</th>
<th>Variance Over (Under) $000</th>
<th>Expl. No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and Employee Benefits</td>
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<td>8.00</td>
<td>331.6</td>
<td>219.1</td>
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<td>Other Expenditures</td>
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<td><strong>Total Sub-Appropriation</strong></td>
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<td><strong>8.00</strong></td>
<td><strong>652.1</strong></td>
<td><strong>199.8</strong></td>
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</tr>
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</table>

1. Over expenditure reflects the Advanced Education and Training portion of shared costs for services from the Systems and Technology Services Branch, payment for the Department’s share of costs for the Sustainable Development Coordinator and the United Way Representative, costs for a position external to the branch, and other minor variances.

Finance Administration and Development Unit

The Unit provides divisional administration and financial services for TCE branches in financial policy formulation for complex matters, preparation and financial analysis of Treasury Board documents,
budget to actual and year over year expenditure variances, financial systems support and
consultation, financial management and reporting, estimates preparation, program cash flow, and
administrative services and consultations.

The Finance Administration and Development Unit also provides core financial management support
as backup to large branches and as a shared service provider to branches of the division that do not
have financial management personnel or capacity.

In 2005/06, the Northern Development Strategy provided funding to projects for Integration of
Essential Skills, Prior Learning and Assessment Recognition (PLAR), and Community Justice
Workers – Developing a PLAR Process in order to enhance the effectiveness of training programs
for Manitobans in the North.

Sustainable Development

The Finance Administration and Development Unit has provided co-ordination and support for the
Department’s efforts in improving awareness of and implementing procurement policies for
sustainable development. A working team provides leadership on the sustainable development
procurement, with participation from all branches and divisions of the Department. The sustainable
development effort was supported in this unit by its participation in recycling activities.

Policy and Planning Branch

The Policy and Planning Branch supports the policy development, strategic planning, performance
measurement and reporting processes, as well as intergovernmental activity of Manitoba Advanced
Education and Training (MAET) through a co-ordinated corporate approach by providing information
and analysis, enabling external and internal linkages, and facilitating communication. The Branch
includes the Labour Market Information Unit.

The objectives of the Branch are to:
• facilitate department-wide strategic planning;
• undertake labour market analysis to support program and policy development;
• provide analytical support related to learning and labour market issues;
• collect and co-ordinate cross-branch qualitative and quantitative data as required to support
departmental activity and reporting;
• develop, co-ordinate and disseminate information that supports the delivery of education and
labour market related programs and activities;
• participate in consultative relationships with other governments for the joint consideration of
education and labour market issues, including support for Forum of Labour Market Ministers
(FLMM) and Council of Ministers of Education, Canada (CMEC); and
• support the implementation of the Labour Mobility Chapter of the Agreement on Internal
Trade (AIT) on behalf of Manitoba.

Labour Market Information Unit

The Labour Market Information Unit provides labour market analysis to support program and policy
development in MAET. As well, it co-ordinates, develops and disseminates labour market
information directly to clients to support service delivery within the Department.

Activities this year included: production and collaboration of printed and electronic career and labour
market information products such as *High Demand Occupations in Manitoba, Manitoba Job Futures*
and *Manitoba Prospects*; conducted regular internal labour market analysis and briefings, including
monitoring of the monthly Statistics Canada Labour Force Survey results; and increased access to
information through partnerships and support of initiatives such as the Joint Service
Support for Policy Development

Activities in 2005/06 included support for the development/ongoing evolvement of policy related to:

- Labour Market Partnership Agreement (LMPA)
- the Aboriginal Education Directorate negotiations related to the Manitoba Framework Agreement Initiative (MFAI)
- Technical vocational education in Manitoba
- Aboriginal education and employment outcomes
- Information and Knowledge Management
  - Data collection, management, and use
- Participation of new immigrants in the labour market
- Skill shortages and labour market developments
  - Analysis of Manitoba's labour market keeps departmental program officials current on new developments. Information on skill shortages is disseminated to a wide audience of government program planners and career decision-makers through biennial updates of the High Demand Occupations Report. Briefing notes are prepared each month on the state of Manitoba's labour market according to Statistics Canada's Labour Force Survey.
  - A weekly report is distributed on labour market and post-secondary education related projects, initiatives, research, and news releases from Manitoba, Canada, and around the world to aid in new program and policy development.

Support for Strategic Planning

Activities in 2005/06 included support to Department senior managers to develop and implement:

- Labour Market Partnership Agreement (LMPA)
- MAET Departmental Plan
- Labour Market Strategy for Immigrants
- Aboriginal Education Action Plan
- Accountability and performance measurement strategies
- HR Renewal Strategy
- Business Continuity Planning

The Labour Market Information Unit chairs an intradepartmental committee to share data and recent developments in information related to the labour market.

Intergovernmental Relations

- Council of Ministers of Education, Canada (CMEC)
  The Branch continues to serve as the primary provincial liaison with CMEC. Support is provided to:
  - a variety of pan-Canadian activities including on-line learning, Aboriginal post-secondary education, adult literacy, official language programs, and student academic assessment.
  - a number of international education conferences (with the Minister and Deputy Minister representing Canada at important conventions).
  - furthering the policy-based research capacity across provinces/territories.
  - contribute to the implementation of the CMEC Aboriginal Education Action Plan.
- contribute to the development of a strategic provincial/territorial position paper regarding long term federal funding of post-secondary education for the Council of the Federation (COF).

Branch staff prepare briefing materials to support the participation of the Minister and the Deputy Minister at the semi-annual meetings of the CMEC and the Advisory Committee of Deputy Ministers of Education (ACDME).

- Forum of Labour Market Ministers (FLMM)
The Branch serves as the primary liaison with FLMM. Support is provided to:
  - contribute to the development of a strategic provincial/territorial position paper regarding long term federal funding of skills training for the COF.
  - represent Manitoba on the Labour Market Information working group and co-chair a federal/provincial/territorial committee with the objective of expanding and improving the quality of data available for labour market analysis.
  - The ongoing implementation of the Labour Mobility Chapter of the Agreement on Internal Trade (AIT) through participation in the Labour Mobility Coordinating Group (LMCG), a federal/provincial/territorial working group charged with the implementation of the Chapter. Manitoba is a member of a subcommittee that is developing a framework to measure the effectiveness of implementation. This role requires contact with a wide variety of other parties including Manitoba’s self-regulating occupational associations, trades groups and other Manitoba government departments.

- Council of the Federation (COF)
The Branch supported the COF mandate to develop an estimate of costs, and principles and objectives for post-secondary education through CMEC and a similar process for skills training through FLMM (see Intergovernmental Relations). The Branch also supported activity around the COF Stakeholder Summit on Post-Secondary Education and Skills Training.

- Joint Labour Market Information Committee (with Service Canada, Manitoba region)
  One of the major projects of this committee has been the creation of Manitoba Job Futures, a web-based career information site, including information on specific Manitoba regions and industries.

**Analysis/Research**

Activities in 2005/06 included:

- **Budget/Throne Speeches**
  - The Branch prepared analyses of federal throne and budget speeches, identifying implications for Advanced Education and Training programs and services. All analyses were shared with department senior managers to assist with informed decision making. The Branch works with MAET to ensure provincial priorities are addressed.

- **Education Trends**
  - Throughout the year, the Branch prepared a number of statistical presentations related to education trends across Manitoba and Canada. Topics included labour market trends, skill shortages and understanding the needs of under-represented groups (ex: Aboriginal population, immigrants, and people with disabilities).

- **Labour Market Research**
  - Ongoing analysis of Manitoba’s labour market throughout the year included issues related to unemployed persons, occupational skill shortages in the regions and various sectors, Aboriginal participation, persons with disabilities, and other aspects of the Manitoba labour market. Data compiled from a survey of Manitoba regulatory bodies, to determine the extent to which self-regulatory occupational associations have complied with the Labour Mobility Chapter of the Agreement on Internal Trade (AIT),
was reviewed, analyzed, and will be translated into the 2006/07 work plan with a focus on high priority occupations.

**Liaison/Linkages**

Activities undertaken in 2005/06 to facilitate intra and interdepartmental linkages included:

- **Career Development**
  - Participated on an advisory committee for the development of a career development framework Health Education Working Group.
  - Liaisoned with Manitoba Health to ensure that program activity supports labour market developments.
- **Construction Sector Council**
  - Participated in an intergovernmental committee examining labour market needs for major construction projects.
- **Manitoba Aboriginal Education Action Plan**
  - Participated on the Steering Committee to oversee activity related to the Plan and assist with updates for the Aboriginal Issues Committee for Cabinet.
- **CMEC Aboriginal Education Action Plan**
  - Participated on the Working Group to support activities related to the Plan.
- **Information Management Roundtable**
  - Represented the Department regarding the Information Management (IM) Initiative - a corporate approach toward consistent and disciplined management of information assets across the Government of Manitoba.
- **Canadian Occupational Projection System**
  - Participated in an intergovernmental committee to develop occupational forecasts and other labour market information.
- **Participated in a cross-departmental working group (Labour Market Strategy for Immigrants - LMSI) to develop a labour market strategy for immigrants.**

**Sustainable Development**

One Policy and Planning Branch staff person represents both education departments on the Sustainable Development Indicator Development Committee. In addition, this person serves both departments as the internal liaison with Shared Services Branches on sustainable development issues.

The sustainable development effort is supported by the branch by using recycled paper and toner cartridges, as well as making use of duplex copying. Waste paper is also sent for recycling.

**4 (b) Policy and Planning Branch**

<table>
<thead>
<tr>
<th></th>
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<tr>
<td></td>
<td>$000</td>
<td>FTE</td>
<td>$000</td>
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</tbody>
</table>

1. Over expenditure is mainly due to a double bunked position, payment for a position external to the branch and, severance/vacation payments, partly offset by a vacancy.
2. Over expenditure mainly relates to costs for professional services and contract fees, travel costs related to the Council of Ministers of Education, Canada (CMEC), the Labour Market Partnership Agreement (LMPA) and the Forum of Labour Market Ministers (FLMM).
Adult Learning and Literacy

The objectives of Adult Learning and Literacy (ALL) are to enable Manitobans to have the ability to understand and employ information (reading, writing, numeracy) in daily living at work, at home, and in the community; and to obtain high school credentials so they can access higher education and/or better employment opportunities.

The objectives include developing the capacity in the Province to respond to the needs of the non-sequential adult learner with greater flexibility, effectiveness, and efficiency. These objectives are met through the provision of two programs: Adult Learning Centres (ALCs) and Community-based Adult Literacy. Efforts are being made to enhance curriculum and program articulation between literacy and adult learning centre programs, and between adult learning centres and post-secondary education. The professional staff of ALL provides service to the entire province.

Adult Learning Centres

The Adult Learning Centres Act legislates a registration and governance process for Adult Learning Centres (ALCs), and provides a framework for educational and fiscal accountability for ALCs.

In the 2005/06 program year, 43 ALCs were registered, with 41 receiving funding from Adult Learning and Literacy. Two ALCs, Peguis Adult Education Learning Centre and Waywayseecappo Learning Centre were registered and funded by sources that did not include ALL. One ALC, the Seven Oaks Adult Learning Centre, was newly registered and funded in 2005/06. Funding was also provided to:

- The Citizenship Council of Manitoba, $28,000 to provide an assessment and referral service to Manitoba’s immigrant community;
- The Louis Riel Institute, $100,000 for their core operation;
- Employment Solutions for Immigrant Youth, $51,182 for a program aimed at helping young immigrant adults find employment and further their education in Manitoba.
- Literacy Partners of Manitoba (LPM), $40,000 for the operation of the LEARN Line telephone referral service.

Year-end statistics for the 2004/05 school year show that 8,745 learners completed 11,807 courses for credit at ALCs. Eleven hundred twenty (1,120) ALC learners graduated with a Mature Student High School Diploma and 109 graduated with a 28-credit high school diploma, for a total of 1,229 graduates. Interim statistics for 2005/06 report 6,967 learners registered for approximately 16,874 courses at ALCs. By February 6, 2006, 4,656 courses had been completed for credit. Final 2005/06 statistics will be available in the fall of 2006.

Prior Learning Assessment and Recognition (PLAR) is a priority of the Manitoba Training Strategy and is a significant service to learners.

- In 2005/06, 33 adult educators completed the PLAR Foundations training (40 hours), bringing the total number of adult educators who have completed this training through ALL to over 260.
- The majority of ALC programs have at least one staff member who has completed this training.

ALCs have established PLAR Advisory and PLAR Assessment Services to assist adult learners to receive credit for their formal and informal learning toward a Mature Student High School Diploma (MSHSD). Between July 1, 2004 and June 30, 2005, ALCs granted approximately 730 full and partial credits through PLAR. Two hundred twenty-nine learners graduated with a MSHSD in a shorter time with PLAR credits.

ALL is also responsible for registering dual credit courses for use in ALCs.
Community-based Adult Literacy Programs

In 2005/06 Adult Learning and Literacy (ALL) provided grants to 34 community-based groups from urban, rural and northern Manitoba, representing Aboriginal, multicultural, Francophone, and inmate populations.

The 2005/06 mid-year statistics collected in February 2006 indicated participation of approximately 2,092 individuals in community-based literacy activities. In community-based literacy programming 35% of the 2005/06 participants were male and 65% female; 26% of participants were in the 18-25 age group, 45% in the 26-40 age group, 22% were in the 41-55 age group, 6% were over 55, and 1% were under 18; 27% self-identified as Aboriginal learners; 29% of participants were learners for whom English was not their first language (German, French, an Aboriginal language, and others); 40% of all participants were employed while enrolled.

Year-end statistics for 2005/06 are not available until the fall of 2006 (given that the school year ends June 30, 2006). However year-end statistics for 2004/05 indicate that literacy learners are successful in achieving their goals. Thirty-eight percent (38%) of participants were employed while enrolled in literacy programs and were able to increase their proficiency in job-related literacy skills. In addition, 9% reported that they found employment, 33% increased their literacy skill level, and 14% went on to further training.

Support Activities

Staff of Adult Learning and Literacy provide training for literacy working groups, practitioners and volunteer tutors in community-based literacy programs, and to directors and teachers in adult learning centres. Staff also provide assistance in the development and acquisition of learning materials, assistance in program evaluation, and co-ordination of awareness raising and networking activities. In addition to the PLAR training described above, over 35 other professional development events for adult educators in ALCs and Literacy Programs were made available by ALL throughout the Province, with approximately 600 registrations.

In 2005/06 ALL made a contribution of $25,000 to the Literacy for Life Fund (LLF), initiated by the Winnipeg Foundation in partnership with the Winnipeg Public Library and Literacy Partners of Manitoba (LPM). The National Literacy Secretariat (NLS) matches the funds raised for the LLF fund. As a further support to family literacy, ALL sits on the steering committee of the Fund.

ALL is assisting the Aboriginal Education Directorate with the implementation of the “Building Student Success with Aboriginal Parents” program under the umbrella of the Aboriginal Education Action Plan.

ALL continues to collaborate with the Language Training Branch of Manitoba Labour and Immigration regarding:

- articulation and referral processes between English as an additional language (EAL) and ALC/Literacy programming; and
- appropriate supports for adult EAL learners in non-EAL learning environments.

In 2005/06 ALL established a policy recommending an EAL Benchmark level 7 be used as the minimum entrance requirement to high school programming at ALCs, to help ensure learners are enrolled in courses in which they have a reasonable opportunity to succeed. In addition, ALL initiated a project to develop an assessment tool consistent with, but not identical to, the Canadian Language Benchmarks that ALC staff can administer to strengthen ALCs’ intake and assessment procedures. Expected project completion is June 2006.

ALL co-ordinated the participation of four (4) provincially funded ALCs (Transcona, McLeod, Agassiz, Assiniboine Community College Adult Collegiate) in the Adult Learner Focused Institutions
(ALFI) project funded by Human Resources and Skills Development Canada (HRSDC) to assess the transferability of the ALFI principals to the Canadian context.

ALL is participating with the other branches of the Training and Continuing Education Division in the implementation of an Essential Skills Framework for Manitoba.

In the Fall of 2005, ALL hosted the annual Provincial/Territorial Literacy Consultation. The agenda included discussions regarding the International Adult Literacy and Skills Survey (IALSS), health literacy, rural realities, lower level learners, and updates regarding Provincial/Territorial and National Literacy Secretariat (NLS) literacy activity.

Another major function of ALL is continuing to assist the NLS in the selection of literacy projects for their federal literacy grant program and to monitor the projects on their behalf. NLS projects contribute an essential support to the literacy field, providing grants to areas that are not funded by the Province for demonstration projects, curriculum development, research, and promotion/awareness raising. In addition, Adult Learning and Literacy continues to act as the Manitoba point of contact for the IALSS 2003 initiative. The International and Canadian National data reports were released in May 2005 and November 2005, respectively. ALL staff provided information regarding each data release to Advanced Education and Training, Manitoba Education, Citizenship and Youth, Labour and Immigration, Aboriginal and Northern Affairs, Aboriginal Education Directorate, and the Seniors Directorate.

Adult Learning and Literacy is involved in activities designed to raise public awareness of literacy and adult education issues and best practices. ALL participates on the implementation team of the Northern Development Strategy. The position of Northern Program Consultant/Adult Literacy Coordinator supports all activities in the North. Staff assisted the Premier and the Council of the Federation (COF) with the call for nominations for the COF Literacy Award (Manitoba), selection committee and recipient selection, and arrangements related to the announcement and presentation. Staff also assisted the Lieutenant Governor’s office in awarding the Lieutenant Governor’s Medal for Literacy. In addition, ALL assisted community organizations, literacy programs, ALCs, the Adult Secondary Education Council (ASEC) and LPM to raise awareness through projects such as the International Literacy Day and Adult Learners’ Week celebrations, the 1-800-LEARN Line, and Family Literacy Day.

4 (c) Adult Learning and Literacy

<table>
<thead>
<tr>
<th>Expenditures by Sub-Appropriation</th>
<th>Actual 2005/06 $000</th>
<th>FTE</th>
<th>Estimate 2005/06 $000</th>
<th>Variance Over (Under) $000</th>
<th>Expl. No.</th>
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<td>Salaries and Employee Benefits</td>
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<td>83.4</td>
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<tr>
<td>Adult Learning Centres</td>
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<td>523.2</td>
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<td>Other Grants</td>
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<td>1,559.6</td>
<td>(58.6)</td>
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<td><strong>Total Sub-Appropriation</strong></td>
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<td>9.00</td>
<td><strong>16,522.4</strong></td>
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</table>

1. Over expenditure mainly relates to operating costs for Adult Learning Centres, paid from Other Expenditures, but budgeted in 44-4C-3, replacement of laptops due to lease expiry and monitoring activities in accordance with the Adult Learning Centre Act.

**Hydro Northern Training Initiative**

The Hydro Northern Training Initiative manages and co-ordinates the Department’s commitments, responsibilities, and activities related to Manitoba’s involvement in the Hydro Northern Pre-Project Training Initiative (the Initiative). The Initiative is a multi-year, multi-partner, $60.3M northern training
and employment strategy to prepare northern Aboriginal Manitobans for jobs and other opportunities related to the proposed hydro electric development in the North.

Manitoba Advanced Education and Training is a partner in the Wuskwatim and Keeyask Training Consortium Inc, the legal entity established to administer and report on the combined resources to and activities of the Initiative. The Consortium includes Manitoba, Manitoba Hydro, the federal government and seven Aboriginal Training Partners.

In 2005/06 activities of the Branch included:
- Providing assistance and support to Aboriginal Partners in the effective development and delivery of multi-year and annual training plans.
- Providing planning and development services to Aboriginal Partners and other stakeholders related to education, training, and employment activities.
- Co-ordinating with internal and external stakeholders, including Manitoba Hydro, the federal government, Aboriginal organizations, industry, and educational providers to ensure effective partnership relations.
- Developing a monitoring framework for the Wuskwatim and Keeyask Training Consortium Inc and the Aboriginal Partners to ensure appropriate outcomes and accountabilities for effective and efficient delivery of the Initiative.

In 2005/06, Manitoba contributed $1.75M to the Initiative’s Annual Training Plan of $14.1M. Manitoba’s total contribution to March 31, 2006 is $6.4M.

Outputs/Outcomes from 2001/02- December 31, 2005 include:
- Over 1,500 participants have been assessed.
- Since 2001/02, there have been 1,299 successful interventions from 916 individual trainees participating in 2,013 training interventions.
- Key investments have been made in adult upgrading, designated, and non-designated trades training.
- In the area of designated trades: 8 trainees have achieved journeyperson certification and there are currently 70 active apprentices. Of these, 27 are in Levels 1-4 and a further 43 are working towards their Level 1.
- There are 53 trainees in designated trades pre-employment programs who may enter Apprenticeship training.
- Over 207 trainees have/are participating in adult upgrading and Mature Student High School Diploma or College Preparation to increase access to technical training.
- Over 256 trainees have completed training in non-designated trades (truck driving, heavy equipment operating, and labourer).
- Over 96 trainees have completed training in project supports such as catering and security.
- Overall completion rates are in range of 65%.
- On-the-job training/employment is occurring both on and off reserve, but a high need exists for work experience for trainees to be successful.

Sustainable Development

Hydro Northern Training Initiative’s focus in the area of sustainable development includes the use of recycled paper, the use of re-manufactured toner cartridges, the promotion of double-sided copying and printing, and the promotion of teleconferencing.
4 (d) Hydro Northern Training Initiative

<table>
<thead>
<tr>
<th>Expenditures by Sub-Appropriation</th>
<th>Actual 2005/06 $000</th>
<th>FTE</th>
<th>Estimate 2005/06 $000</th>
<th>Variance Over (Under) $000</th>
<th>Expl. No.</th>
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<tr>
<td>Salaries and Employee Benefits</td>
<td>326.0</td>
<td>4.0</td>
<td>296.6</td>
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<td>Other Expenditures</td>
<td>104.6</td>
<td>52.2</td>
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<tr>
<td>Training Support</td>
<td>1,250.0</td>
<td>1,250.0</td>
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<td></td>
</tr>
<tr>
<td>Recoverable from Aboriginal and Northern Affairs</td>
<td>(125.0)</td>
<td>(125.0)</td>
<td>0.0</td>
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<td></td>
</tr>
<tr>
<td><strong>Total Sub-Appropriation</strong></td>
<td><strong>1,555.6</strong></td>
<td>4.0</td>
<td><strong>1,473.8</strong></td>
<td><strong>81.8</strong></td>
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</tr>
</tbody>
</table>

1. Over expenditure mainly reflects costs for office renovations and unbudgeted ACRS (Accommodations Cost Recovery System) expenditures.
Industry Training Partnerships

Industry Training Partnerships (ITP) provides business and industry with an integrated and co-ordinated single window of access to support human resource planning and skills training. ITP works in partnership with industry and labour to create high performance workplaces, achieve outstanding business results, and advance Manitoba’s competitive position in the global market.

ITP is the only activity in the Province designed to support existing workers’ training needs, an issue of significant importance as the existing labour and skills shortage becomes more evident within Manitoba.

ITP has a mandate to promote private sector involvement and investment in human resource development and workplace training, and to link skill development with provincial economic development priorities. The Branch currently includes: Industry-Wide Human Resources Planning Initiatives, Province-Wide Special Courses, Workplace Education Manitoba (Essential Skills), and Industry-based Prior Learning Assessment and Recognition.

Through these program components, ITP partners with industry to assess training needs and to develop short and long-term training strategies to develop a skilled workforce for continued provincial economic growth.

The objectives of ITP are to:

- undertake focused human resources planning and development with industry sectors, with particular emphasis on priority sectors of economic development;
- provide and facilitate skills training and upgrading to both existing and new workers;
- provide leadership in, and promote awareness of, new areas of skill training considered essential to a skilled workforce;
- encourage and facilitate the development of new training models and innovative delivery methods;
- implement workplace-related essential skills training (reading, writing, numeracy, oral communication, learning, and thinking skills);
- co-ordinate industry-based prior learning assessment and recognition;
- assess and address the needs of small and medium-sized enterprises through the sectoral model; and
- create new partnerships with industry and with community and economic development groups to improve co-ordination and planning of labour force development.

Sustainable Development

As part of the Province’s commitment to sustainable development, ITP promotes a training culture that supports continuous learning in partnership with business and industry. Human Resource Plans, courses, and workshops continue to incorporate economic, environment, health and well-being, and cost-effective measures to expand the effectiveness of Manitoba’s existing workforce. As well, the ITP Sectoral Model encourages partnerships with industry, business, labour, and government to reduce duplication of activity and costs and encourage joint planning, information sharing, and decision making. The promotion of Prior Learning Assessment and Recognition reduces the need for duplication and/or length of training by recognizing skills, prior knowledge, and abilities. Finally, by providing on-site essential skills training in industry, individual, and business productivity goals are increased.
Synopsis of Activity Levels for 2005/06

<table>
<thead>
<tr>
<th>Actual</th>
<th></th>
<th>Total Participants in Training Initiatives</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Industry-Wide Human Resources Planning Initiatives</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Province-Wide Special Courses</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Workplace Education Manitoba</td>
</tr>
</tbody>
</table>

|                           | Total Industry-Wide Human Resources Planning Initiatives | 32 |
|                           | Total Province-Wide Special Courses (Initiatives)       | 12 |
|                           | Total Workplace Education Manitoba Programs             | 35 |
|                           | Total Industry-based Prior Learning Assessment and Recognition Initiatives | 7 |

Industry-Wide Human Resources Planning Initiatives

Industry-wide human resource development initiatives are designed to expand the base of employers investing in training by developing partnerships with employer groups and industry associations to encourage long range human resource planning within economic sectors. Three sets of initiatives are emphasized: human resources planning agreements; industry-specified training initiatives; and human resource studies. The ITP Sectoral Model builds on selective aspects of coordinating group agreements, focused approaches of national sectoral councils and principles of quality, excellence, and partnership.

This year 10,025 new and existing employees participated in training as a result of 32 sectoral agreements, involving both provincial and Labour Market Development Agreement funds administered by ITP. Focused human resources planning committees were active in priority sectors such as aerospace, construction, health care products, manufacturing, tourism, food processing/agri-business, environmental, information and communication technology, customer contact centres, motion picture industries, new media, and the arts and cultural industries.

Highlights of these initiatives included:

- industry driven skills training programs to address skill shortages in aerospace, motion picture industries, and the tourism and customer contact industries;
- industry/education linkages and new course development with local institutions to develop strategies for long-term workforce development in aerospace, health care products, agri-food processing, environment, manufacturing, and the arts and cultural industries;
- implementation of an Employer of Choice initiative to address small and medium-sized enterprises’ (SMEs) labour force needs of attraction, recruitment, and retention, including the Take the Employer of Choice Challenge Conference which attracted 100 participants;
- implementation of the Advanced Manufacturing Initiative to support leading edge technology, methods and procedures, and best practices in human resource management and development; and
- focused training and upgrading of existing workers in new technology, business processes, and quality to meet international standards.

The ITP Accountability Framework, developed in partnership with industry, is a planning, monitoring and reporting tool that is used to support capacity, measure effectiveness, and determine the value of investing in training. Fourteen industry groups have implemented the Framework this year with their 2005/06 Human Resource Development Plans. Results of the Framework have proven:

- demonstrated skill development;
- significant leveraged investment by industry; and
- the successful demonstration of the results of industry training initiatives.
This year, 38% of industry-wide activities were related to manufacturing or goods producing sectors, 45% to business and community service, 9% to agriculture, 6% to transportation and communication, and 2% to construction.

**Province-Wide Special Courses**

Province-Wide Special Courses are designed to develop the skilled workforce required to support industry’s drive to continually upgrade and innovate. Through a needs assessment process, which involves ongoing and extensive consultation with industry, immediate workplace training needs are identified and future needs are forecast. Training activity in the form of workshops, seminars, and courses are developed and delivered by a range of private and public sector trainers and consultants who are selected because they are acknowledged experts in their fields and practice performance based, outcome-oriented training.

Workshops in areas such as Knowledge Management; Quality Related Training; Business and Organizational Effectiveness; and Train-the-Trainer were created in response to current industry trends and concerns. Workshops included: Balanced Scorecard; Linking Strategy to Results; Emotional Intelligence; Board Governance; Coaching, Mentoring and Motivating Workshop; Project Management; Workplace Wellness; Building a Resilient Organizational Culture; the 2005 Manitoba Quality Network Conference: Grow in a Shrinking World…Stoke the Fire Within; and an E-Business and Internet Training Course for SMEs. As well, in order to assist small and medium-sized enterprises in addressing human resource issues, a Guide to Human Resource Management for SMEs and an assessment process for Managing for Growth in SMEs are being developed.

The Industry Trainers Network was further developed to allow an opportunity for workplace training co-ordinators and training managers to share best practices, identify and address common training needs, mentor colleagues, pool resources, create industry partnerships, and identify and problem solve around issues facing industry trainers. The Network represents approximately 55 companies and over 95 industry training co-ordinators and managers. A major workplace trainers’ conference, People Skills Performance, is planned for June 2006 for approximately 300 participants.

All courses supported by Province-Wide Special Courses are offered in partnership with industry-serving associations such as the Manitoba Quality Network, the Human Resource Management Association of Manitoba, and the Workplace Education Manitoba Steering Committee. By working in partnership with these organizations, the program ensures small and medium-sized companies have access to training at a reasonable cost and within a practical time frame.

This year, 12 initiatives including 61 courses, workshops, and events were implemented to train 1,719 participants.

**Workplace Education Manitoba (Essential Skills)**

Essential skills are the reading, writing, numeracy, communication, teamwork, thinking, learning, and computer skills required to successfully perform in the workplace and to maximize the use of other types of training.

Workplace essential skills projects and programs in Manitoba are truly customer-driven. A project team is assembled with a consultant and representatives from management, labour, and employees. A needs assessment is conducted, curriculum is developed and delivered according to industry requirements. As well, all curriculum documents are made available to other companies and workplaces within the same sector.

A tri-partite Workplace Education Manitoba Steering Committee assists, guides, and makes recommendations with regard to the development of, and support for essential skills training in the workplace. Through their support and co-ordination, courses such as Essential Skills and Job Readiness; Business Writing—Proposals and Reports; Using Workplace Documents; Communicating
Effectively in the Workplace; Technical Writing; and Strengthening Workplace Communication and Teamwork were developed and delivered. Workplace Essential Skills projects and activities, such as Essential Skills for Deaf Workers, Essential Skills for Farm Producers, and Essential Skills for Aboriginals in Retail Management, are in progress in Winnipeg, Interlake, Southeast, Southwest, WESMAN, and Parklands areas of Manitoba.

This year, 35 workplace essential skills programs, funded by companies, unions, and the provincial government were delivered for 331 learners. This year Essential Skills training has been more targeted with companies undergoing needs assessments and focusing training on smaller numbers of employees. In addition, nine projects were sponsored by the Workplace Education Manitoba Steering Committee, through the National Literacy Secretariat. These projects were related to sector-specific essential skills studies, promotion and awareness raising, curriculum development, and workplace instructor training.

Industry-based Prior Learning Assessment and Recognition

Prior Learning Assessment and Recognition (PLAR) is a process that identifies and documents skills and knowledge gained in formal or informal settings.

Industry Training Partnerships provides consultation and expertise to business, labour, and government regarding PLAR for industry-initiated projects, co-ordinates the development of industry-based PLAR projects, and facilitates practitioner development. Models of PLAR tools and systems, including competency-based methods, flexible assessment mechanisms and curriculum development for competency-based and gap training methods continue to be developed in partnership with industry, post-secondary institutions, regulatory bodies, labour groups and other government departments. These PLAR models provide individuals, trainers, industries, and communities with approaches to successfully match individuals with training opportunities that lead to successful employment.

A tri-partite Workplace Prior Learning Assessment and Recognition (WPLAR) Committee assists, guides, and makes recommendations with regard to the development of and support for innovative PLAR processes in industry.

This year, seven initiatives were in progress in areas such as manufacturing, construction, health care, security and aerospace industries. In addition, an innovative initiative, Igniting the Power Within, is providing Essential Skills and PLAR awareness and certification training for over 300 Aboriginal community advisors/counsellors to enable them to assist in documenting the skills and experience of workers across Manitoba.

4 (e) Industry Training Partnerships

<table>
<thead>
<tr>
<th>Expenditures by Sub-Appropriation</th>
<th>Actual 2005/06 $000</th>
<th>Estimate 2005/06 $000</th>
<th>Variance Over (Under) $000</th>
<th>Expl. No.</th>
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</thead>
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<td>Other Expenditures</td>
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<td>Training Support</td>
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<td>Total Sub-Appropriation</td>
<td>1,816.0</td>
<td>1,563.9</td>
<td>252.1</td>
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</table>

1. Over expenditure is mainly due to payment for two positions identified in Division Administration (44-4A-1) without salary dollars, whose functions are within Industry Training Partnerships.
2. Over expenditure relates to ACRS (Accommodations Cost Recovery System) and desktop charges.
Apprenticeship

The Apprenticeship Branch (Branch) is responsible for the administration of The Apprenticeship and Trades Qualifications Act, the Apprenticeship and Trades Qualifications General Regulation, the Apprenticeship and Trades Qualifications Fees Regulation, the Appeals Procedure Regulation, and Apprenticeship programs for 53 trades (52 designated and 1 pending) and their regulations under the Act. The Branch co-ordinates the training system that delivers accredited, structured, workplace-based skills and technical training to apprentices, leading to journeyperson certification.

The Branch promotes trades training and certification to industry standards; co-ordinates information and planning for the designation of new trades; develops competency standards and curricula in co-operation with Manitoba industry and other provincial/territorial apprenticeship systems; processes requests for the accreditation of training programs to designated trade standards; assists under-represented groups to access apprenticeship training; counsels on trades careers and certification matters; and performs other essential support services to facilitate apprenticeship training and certification.

The Executive Director of Apprenticeship provides management direction for the Branch, is the Secretary to the Apprenticeship and Trades Qualifications Board, and is the main point of contact for inter-provincial and pan-Canadian apprenticeship initiatives. The Executive Director is responsible for consulting with industry, represents Manitoba at the Canadian Council of Directors of Apprenticeship (CCDA), and the Canadian Apprenticeship Forum (CAF).

To achieve its objectives, the Branch’s Field Operations Unit receives applications for apprenticeship, registers apprenticeship agreements between apprentices and employers, monitors practical (on-the-job) training, and arranges for apprenticeship technical training delivery, examinations, and certifications. The Unit participates in the promotion and marketing of the Apprenticeship Program and the Senior Years Apprenticeship Option (SYAO).

During 2005/06, a total of 1,648 apprentices were newly registered, and at the end of 2005/06 there were approximately 5,120 active apprentices registered in the apprenticeship system. This represents an increase of 6.4% over 2004/05, and a 60.7% increase over 1997/98, the Branch’s baseline year. The number of apprentices who attended technical training in 2005/06 was 2,595, which is a 4.0% increase compared to 2004/05’s attendance of 2,496 apprentices. Regulated tuition fee revenue generated approximately $583.1.

The number of female apprentices decreased 1.3% this year, from 679 in 2004/05 to 670 in 2005/06; women constitute 13.1% of all active apprentices, largely due to their participation in the trades of Hairstylist, Esthetician, Cook, and Pork Production Technician. The number of Aboriginal apprentices increased 23.8% from 718 in 2004/05 to 889 in 2005/06; Aboriginals constitute 17.4% of all active apprentices.

Practitioners in the trades of Hairstylist, Esthetician, and Electrologist renewed 1,555 authorizations in 2005/06. Regulated fees for renewals generated approximately $126.2.

The Program Standards Unit develops, revises, and secures industry approval of apprentice portfolios, curricula, apprenticeship level tests, examinations, and provincial occupational analyses. It oversees Manitoba’s contributions to interprovincial examinations, common core curricula, and the National Occupational Analyses (NOA) series. The Program Standards Unit processes requests for the accreditation of training programs from public schools, community colleges, unions and associations, and accredits those programs that meet designated trade standards. The Unit also makes course content comparisons for the recognition of trades training programs delivered by non-accredited providers and by other jurisdictions. The Unit administers Prior Learning Assessment and Recognition (PLAR) services, administers level examinations, and trade certification examinations to apprentices and candidates with demonstrated related work experience. In 2005/06, 778 people
received Certificates of Qualification at the completion of their apprenticeship training, and 242 experienced trades practitioners were certified through the Trades Qualifications process.

The Branch participates in the Interprovincial Standards “Red Seal” Program, which establishes common standards in 45 skilled trades across Canada. Provinces/territories define and update inter-provincially recognized standards through the Canadian Council of Directors of Apprenticeship (CCDA). Forty-one of Manitoba’s 52 designated trades participate in the Interprovincial Standards “Red Seal” Program. Certificates of Qualification, with a Red Seal endorsement affixed, are issued when a candidate attains a mark of 70% or higher on the Red Seal examination. The Red Seal endorsement is recognized by all Canadian jurisdictions. The Program Standards Unit co-ordinates the Branch's Red Seal and other inter-provincial activities. Manitoba has host responsibility for 5 of the 45 Red Seal trades.

The Policy Unit is responsible for apprenticeship legislation and regulation research and analysis, and for general policy research and development. The Unit also provides support to the Branch, the Apprenticeship and Trades Qualifications Board, Provincial Trade Advisory Committees (PTACs), and Industry Working Groups (IWGs). The Unit provides support for corporate initiatives and is the Branch’s liaison with other branches of Advanced Education and Training and with other departments where there are linkages with training, economic, education, labour, and social policies.

The Finance and Administration Unit is responsible for administrative services to the Branch, financial control systems, information technology systems support, and for preparation of the annual estimates and budgetary information. In 2005/06, the Unit continued to apply a financial framework for costing of technical training delivery which improves the cost-effectiveness of delivering technical training in northern communities and at all three community colleges. The Unit also uses a rational model for technical training course purchase processes that has improved communications with, and services to, the Branch’s contracted technical training providers.

Promotion of Apprenticeship to Youth

The Branch’s Field Operations Unit co-ordinates the Senior Years Apprenticeship Option (SYAO). The SYAO allows Senior 3 and Senior 4 students to become registered apprentices and to simultaneously earn both practical experience credit toward apprenticeship and academic credit towards a Senior Years Diploma. The SYAO is a school-to-work transition model that links education to employment. The SYAO provides an access route to continued apprenticeship training in many trades. In 2005/06, a total of 211 SYAO apprentices were enrolled in the program.

The Branch partnered with Assiniboine Community College (ACC) and Brandon stakeholders to host the Trade Pavilion at the Brandon Career Symposium, March 7 - 9, 2006.

During 2005/06, the Branch continued to be responsible for the administration of the CareerFocus wage subsidy program for SYAO apprentices. The integration of the CareerFocus and SYAO programs continues to improve services to apprentices.

Apprenticeship and the Aboriginal Community

In 2005/2006, the Branch continued its efforts to respond to the training needs of the Aboriginal community.

The Branch, in consultation with the Aboriginal Apprenticeship Program Advisory Committee (AAPAC), is active in exploring ways to promote trades training and trades employment opportunities to Aboriginal communities. The Committee met twice in 2005/2006 to discuss the use of designated trainers in Aboriginal and Northern communities, Essential Skills, and the development of a pool of Aboriginal trade instructors.
During this period, the AAPAC also revised Guidelines for Community-Based Apprenticeship Training. These guidelines are intended to clarify roles, responsibilities, and accountabilities for the delivery of community-based training.

Also during this period, the AAPAC finalized an apprenticeship information kit, including a community-based training brochure and technical training guidebook for Aboriginal apprentices. These materials will be distributed among First Nations and Northern Affairs communities to promote the participation of Aboriginal peoples in the apprenticeship program.

The Branch continues to work with the University College of the North (UCN) and Red River College (RRC), to provide training in the communities of Pinaymootang and Lake Manitoba in the trade of Carpenter. Three levels of Carpenter training were delivered in these communities. In 2005/06, community-based training was provided to approximately 29 Aboriginal apprentices.

The Branch, through UCN, continues to support upgrading initiatives to assist in preparing potential trades qualification candidates who live in northern communities.

The Branch also continues to pursue Aboriginal apprenticeship opportunities in conjunction with the Hydro Northern Training Initiative (HNTI).

Essential Skills and Prior Learning Assessment and Recognition (PLAR)

The Branch continues to implement new components of its Essential Skills strategy to ensure that apprentices and trades qualifiers enjoy maximum success on the job and in technical training.

Diagnostic, trade-specific assessment packages are available for eleven trades. To support their implementation, workshops are being delivered to educational partners to increase assessment capacity and to ensure the appropriate use of assessments. In the process, educational partners are made aware of the upgrading needs of apprentices and trades qualifiers.

Curriculum frameworks have been designed and piloted for different types of Essential Skills upgrade programs in order that the needs of different learner groups can be addressed. Level-by-level Essential Skills programs can support apprentices in both community-based and regular technical training. More comprehensive, activity-based Essential Skills programs will be beneficial to groups of apprentices who have low literacy levels and/or minimal trade experience. These programs are being implemented through collaborative efforts with northern and rural adult educators. A trades-related upgrading credit for use in Adult Learning Centres (ALCs) is being developed for apprentices looking for a more general, academic approach and/or a high school credit.

The Branch has completed documentation of existing PLAR processes, and is now integrating those with regular intake processes at the Branch. Research is complete on dual credit opportunities between the technical training curriculum and practical skills development for the trade of Carpenter and the high school curriculum. The goal of this research is to provide improved feedback to apprentices and trades qualifiers about their readiness for technical training and certification exams, and to provide recognition for prior learning.

The Apprenticeship and Trades Qualifications Board

The Apprenticeship and Trades Qualifications Board is established by The Apprenticeship and Trades Qualifications Act and is appointed by the Minister of Advanced Education and Training. It represents industry and public interest in the Apprenticeship system. The Board appoints Provincial Trade Advisory Committees (PTACs), and receives and reviews recommendations from the PTACs respecting regulations, training, examinations and certification standards. The Branch provides technical, administrative, and financial support to the Board and PTACs. The Board met ten times in 2005/06.
The Apprenticeship and Trades Qualifications Act came into force May 1, 1999. The Act delegates responsibility and authority to the Board for broad policy direction and for trade regulation development. The Act also authorizes the Board to provide advice to the Minister regarding the needs of the Manitoba labour market for skilled workers, to make PTAC appointments, and to provide wide representation and jurisdiction to the PTACs.

In 2005/06, the Board hosted the annual Apprenticeship Highest Achievement Awards where 38 newly certified Journeypersons were recognized for outstanding achievement in 36 Apprenticeship trades.

New and Amended Apprenticeship Trade Regulations

The Minister, on recommendation of the Apprenticeship and Trades Qualifications Board, approves all new and amended trade regulations under The Apprenticeship and Trades Qualifications Act. During 2005/06 fiscal year, the Board and Minister specified the trades of Construction Electrician and Industrial Electrician for compulsory certification. The Board and Minister also made regulations to designate three new voluntary certification trades in Manitoba: Recreation Vehicle Service Technician, Floor covering Installer, and Insulator (Heat and Frost). All three trades are Interprovincial Standards (Red Seal) Program trades, meaning that Manitoba’s Certificates of Qualification in these trades will bear the “Red Seal” endorsement. The Red Seal is recognized by employers across the country.

The Board and Minister also introduced updated regulatory provisions for the trade of Bricklayer, amended the apprentice minimum wage sections of the Ironworker and Agricultural Equipment Technician trades, and amended the General Regulation to extend designated trainer provisions pertaining to northern and aboriginal communities until 2009.

The Board has accepted the trade of Computer Numerical Control (CNC) Technician for designation, and the Apprenticeship Branch worked with the PTAC to prepare recommendations for regulation content. The Branch also worked with PTACs to update regulatory provisions in the voluntary certification trades of Parts person, Roofer, Painter Decorator, and Industrial Mechanic (Millwright). In the compulsory certification trades, Branch and PTACs worked to update and revise regulations for the trades of Esthetician, Electrologist, Hairstylist, Refrigeration and Air Conditioning Mechanic, Crane and Hoisting Equipment Operator, and Steamfitter - Pipefitter.


Program Development

Program development involves defining the scope of a trade, reviewing (or developing) the occupational analysis for the trade, developing both the technical training curriculum and the practical training record book, and developing and validating unit tests, placement tests, provincial certification examinations, and practical certification examinations. This development work is coordinated by the Branch and involves the direct participation of PTACs. The Board reviews and approves each PTAC’s program development efforts. In 2005/06, program standards were approved for six trades: Heavy Duty Equipment Technician, Cabinetmaker, Painter/Decorator, Agriculture Equipment Technician, Carpenter, and Industrial Instrument Mechanic.

Provincial Trade Advisory Committees (PTACs)

Through a PTAC, Manitoba industry advises on the regulation of, and content standards for apprenticeship training and certification in their respective trades. Additionally, PTACs validate curricula and examinations. PTAC members are appointed by the Board.
There were 39 PTACs representing 41 trades in 2005/06. By March 31, 2006, these PTACs had met 50 times.

**Sustainable Development**

The Policy Unit works with the Finance and Administration Unit to devise, implement, and monitor the Branch's sustainable development action plan. The action plan provides for the Branch's continuing strategy to incorporate the goals and objectives of the Province's sustainable development policy. The Branch focuses its efforts on: educating and supporting staff to make environmentally responsible decisions; purchasing environmentally friendly and recycled products with particular emphasis on using remanufactured toner cartridges and recycled paper; supporting the Blue Box recycling program, encouraging double-sided printing, encouraging staff to use ethanol in vehicles where practicable, and increasingly using conference calls to reduce fuel consumption.

The Branch's sustainable development plan continues to support the Branch’s goals of ensuring that lights are turned off at the end of the day, providing recycling receptacles throughout the office, promoting awareness of government’s paper-recycling policy, adopting an environmentally-respectful purchasing policy that applies to both office supplies and to pool-vehicle operation and maintenance, educating staff to make environmentally-respectful decisions with regard to private vehicle operation and maintenance, and increasing the number of telephone conference meetings to reduce vehicle use.

As the Branch becomes more mature in its understanding and implementation of the principles of sustainable development, it will seek to foster and encourage among its external stakeholders an awareness of the environmental impacts of business decisions.
### Apprenticeship Indicators, 1997/98 (Base Year), 2004/05 and 2005/06

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<th>1997/98</th>
<th>2004/05</th>
<th>2005/06</th>
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<td><strong>New Registrations</strong></td>
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<td><strong>Cancellations and Terminations</strong></td>
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<td><strong>Active Apprentices at Year End</strong></td>
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<td>222</td>
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</tr>
<tr>
<td>-Provincial Certificates without Red Seal Endorsement</td>
<td>N/A</td>
<td>149</td>
<td>25</td>
</tr>
<tr>
<td>-Provincial Certificates through Grandparenting</td>
<td></td>
<td>79</td>
<td>2</td>
</tr>
<tr>
<td><strong>Renewable Endorsements: Hairstylist and Esthetician (B)</strong></td>
<td>906</td>
<td>1,466</td>
<td>1,555</td>
</tr>
<tr>
<td><strong>Female Apprentices</strong></td>
<td>65</td>
<td>679</td>
<td>670</td>
</tr>
<tr>
<td><strong>Aboriginal Apprentices (C)</strong></td>
<td>451</td>
<td>718</td>
<td>889</td>
</tr>
<tr>
<td><strong>Senior Years Apprenticeship Option (SYAO) (D)</strong></td>
<td>59</td>
<td>235</td>
<td>211</td>
</tr>
</tbody>
</table>

(A) Due to improvements in the Branch’s data collection, TQ certificate information will no longer be reported in aggregate, but itemized separately as “With Red Seal” or “Without Red Seal” certificates.

(B) Under the Trade of Hairstylist, barbers and hairdressers are included together as one Trade (effective March 6, 1998), following repeal of The Barbers Act and The Hairdressers Act. Hairstylist and Esthetician Certificates are renewed biannually and these trades people must practice a minimum of 750 hours per year in order to renew their certificate.


(D) SYAO Apprentices are also counted in the “Active Apprentices at Year End” category.
4 (f) Apprenticeship

<table>
<thead>
<tr>
<th>Expenditures by Sub-Appropriation</th>
<th>Actual 2005/06</th>
<th>Estimate 2005/06</th>
<th>Variance Over (Under) $000</th>
<th>Expl. No.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$000</td>
<td>FTE</td>
<td>$000</td>
<td></td>
</tr>
<tr>
<td>Salaries and Employee Benefits</td>
<td>3,136.6</td>
<td>49.00</td>
<td>2,951.6</td>
<td>185.0</td>
</tr>
<tr>
<td>Other Expenditures</td>
<td>1,367.4</td>
<td>1,333.7</td>
<td></td>
<td>33.7</td>
</tr>
<tr>
<td>Training Support</td>
<td>1,486.7</td>
<td>2,838.5</td>
<td>(1,351.8)</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total Sub-Appropriation</strong></td>
<td><strong>5,990.7</strong></td>
<td><strong>49.00</strong></td>
<td><strong>7,123.8</strong></td>
<td><strong>(1,133.1)</strong></td>
</tr>
</tbody>
</table>

1. Under expenditure reflects savings due to additional contributions by 44-4H-3 (Labour Market Development Agreement), cancellation of community-based training and of the alternative training delivery of the Pork Production Technician program.

Technical Vocational Initiative

The Technical Vocational Initiative (TVI) began in April 2004 to revitalize technical vocational education in Manitoba. Addressing labour market needs, reflected in the existing and growing skilled labour shortage, was a significant consideration. From a broader educational and training perspective, TVI is part of an effort to offer Manitobans a comprehensive continuum of technical vocational education pathways that are universally accessible, seamless across education levels, and synchronized with labour market needs. The Initiative is based on six Action Pillars that address fundamental aspects in the revitalization strategy:

- to improve the image of vocational careers;
- to enhance awareness of technical vocational programming and trade related opportunities;
- to ensure relevance to labour market needs;
- to facilitate program articulation between high schools and colleges;
- to develop strategies to address technical vocational teacher currency and shortages; and
- to increase funding to support technical vocational equipment upgrades.

The expected outcomes of the TVI are to have:

- increased student enrolment rates in high school and college technical vocational programs;
- increased graduation rates from high school and college technical vocational programs;
- increased transition rates from high school and college technical vocational programs;
- increased employment rates into technical vocational careers; and
- increased community capacity to address skilled labour shortages, allowing for greater provincial competitiveness in industry sectors.

Operations: A three person staff is responsible for carrying out the day-to-day activities of the unit and to develop appropriate strategies and action plans for the Action Pillars. An executive director provides leadership and direction to ensure action and progress on the Action Pillars, reports on TVI activities and plans, and liaises with stakeholders and groups to solicit support and co-operation for the Initiative.

The TVI consultant provides ongoing, regular contact with the field and monitors the progress of projects and the status of TVI supported activities and is responsible for providing a three-year action plan and semi-annual status reports.

The team is complemented by one administrative support staff who tracks expenditures and provides overall administrative support.

Activities: During the first two years of operation, the TVI has initiated activities related to each of the Action Pillars.
Image: TVI works with schools, colleges, and department partners (Manitoba Education, Citizenship and Youth and Manitoba Advanced Education and Training, Apprenticeship Branch) to promote a more positive and accurate image of trades and technical vocational education. This is done through:

- presentations to educational stakeholder groups; participation at Rotary Career Symposium, Brandon Career Fair, Rural Forum, Red River College Career Day, Northern Aboriginal Festival and Community Awards (NAFCA), University College of the North Career Expo, and Job Fair;
- Demonstration Projects (28 in 2005/06) to address image and awareness issues;
- promotional CD/video “Great Careers, Great Futures” distributed to schools, school counselors, parents, and students;
- Technical Vocational Conference – “Challenging the Myth” in Winnipeg on March 9/10, 2006;

Awareness: Many awareness activities are linked to image activities, including Demonstration Projects, presentations and promotional activities. TVI awarded $300,000.00 for 12 continuing and 16 new Demonstration projects from across the Province for the 2005/06 school year. The “Lessons Learned” project committee promotes networking opportunities, assesses project impact, and facilitates information dissemination.

The TVI website, available at www.edu.gov.mb.ca/tvi, provides current information on relevant activities:

- equipment and demonstration project information;
- access to various documents; and
- links to related, relevant sites.

Articulation: “Curriculum Framework of Outcomes” documents for five programs are scheduled to be completed in 2006: Power Mechanics; Food Services; Hairstyling; Building Construction; and Health Care Aide. Seven additional programs have been selected for review starting in 2006: Autobody; Drafting; Electrical; Electronics; Information Technology; Media; and Welding. Program relevance, currency, and articulation to post-secondary training are key review elements.

Articulation framework review between secondary and post-secondary sectors is ongoing and will be integrated into the program review and standards process. Several Demonstration Projects focus on articulation.

Program relevance and currency: Vocational program curricula are being reviewed and revised for program currency.

Five program revisions:

- Power Mechanics, Building Construction, Hairstyling, Commercial Foods, and Health Care Aide will be completed in 2006.
- Review and revision of seven additional programs:
  - Autobody; Drafting; Electrical; Electronics; Information Technology; Media; and Welding were started in January 2006.
  - Committees have been formed for each program for the purpose of reviewing curriculum and developing outcome standards and core competencies. Committees have representation from vocational program teachers, Industrial Arts teachers, college instructors (Red River College, Assiniboine Community College, and University College of the North (UCN)), Apprenticeship, and trades.

Vocational teacher currency and shortages: TVI promotes and funds professional development activities that help maintain and/or enhance vocational teacher awareness of, and currency with industry and trade developments. TVI continues to support strategies to remove barriers and disincentives to trades people considering entering the teaching profession.
Funding Support: In May 2005, the Initiative received 63 applications requesting equipment upgrades for the 2005/06 school year totaling $2,337,952.34. Twenty-two applications, including professional development requests, were approved for a total of $698,734.47. Nine awards were made to urban schools. Thirteen awards were made to rural and northern schools.

Demonstration Projects: Funding for Demonstration Projects for the 2005-06 school year is $300,000.00 for a total of 28 continuing and new projects throughout the province. This includes $112,000.00 for 12 continuing projects, of which seven are rural and northern, and $188,000.00 for 16 new projects, of which nine are urban and seven rural and northern. Two projects are being undertaken by Red River College. Overall, 25 new applications were received, requesting approximately $265,000.00.

Committees:

The TVI works with a number of committees.

- Technical Vocational Education Advisory Committee (TVEAC): is a twenty-one member committee representing eighteen stakeholder groups, including colleges, Manitoba Teachers Society (MTS), parent councils, vocational and industrial arts teachers, school administrators, labour, business and industry, aboriginal education, and Apprenticeship. The TVI executive director, a consultant, and an Education, Citizenship and Youth representative are ex-officio members. The Committee meets eight times a year and provides advice, based on stakeholder group feedback, to the TVI unit. The Committee also makes annual recommendations related to technical vocational education and related issues, which will be presented to the Ministers of Education, Citizenship and Youth and Advanced Education and Training in the fall of 2006.

- Lessons Learned Committee: brings together school/divisional project leaders to share demonstration project status, impact, and lessons learned. The committee discusses and recommends strategies for effective project communication, implementation, and sustainability. The committee meets a minimum of three times a year.

- Program Review Steering Committee: colleges, UCN, Apprenticeship, school leaders, and vocational and industrial arts teachers advise on program review selection, liaise with program specific review committees, provide direction, and review program/curriculum recommendations. The committee is comprised of representation from post-secondary institutions, the Apprenticeship Branch, School Administrators, and vocational and industrial arts teachers.

- Program Review Committees: in 2005/06 five committees worked on the following programs: Power Mechanics, Building Construction, Hairstyling, Commercial Foods, and Health Care Aide. In 2006/07 seven committees will work on the following programs: Autobody; Drafting; Electrical; Electronics; Information Technology; Media; and Welding. Each committee will review its program area for currency, relevance to labour market needs, standards and outcomes, and provide recommendations for possible program changes relative to these. Each committee meets at the call of the chair.

Committees will remain in place for 2006/07.
Employment and Training Services

The objective of the Employment and Training Services (ETS) Branch is to assist individuals in defining and achieving their employment goals by delivering programs, services, and resources directly, and by creating partnerships with community stakeholders.

Direct Employment Services

Direct Employment Services (Regional Services & Employment Connections)

Under this program, staff in employment centres located throughout the Province are responsible for co-ordinating, developing, and maintaining a range of employment and skills training programs and services to prepare unemployed Manitobans for employment. Specifically, ETS Employment Centres work with employers and community organizations to facilitate employment opportunities. Activities available to assist clients include employability, prior learning assessment, and employment counselling; job readiness training; referral and job placement; work placement with wage assistance; skills training; pre-employment skills training; and literacy upgrading.

Skills Development

Skills development provides skills training opportunities in high-demand occupations or occupational areas experiencing skill shortages, either through direct support to individuals or through community-based organizations under contract to ETS to deliver programming.

Partnerships

New Careers

New Careers partners with employers, community organizations, and federal and local governments to design, develop, and provide funding support for skills training projects that meet the unique and diverse needs of northern Manitoba communities.

Community-Based Employability Projects

This program provides funding to non-profit, community-based organizations to operate training and employment projects for income assistance clients with disabilities. Project activities include life skills training, pre-employment preparation, and on-the-job work experience leading to employment.

Employment Partnerships

This program partners with Manitoba employers and community training partners to support the development and implementation of job-specific, workplace-based training that is tailored to the needs of the employer and addresses the skill development and employment needs of income assistance clients. Program activities may include pre-employment preparation, job-specific skills training, and on-site (hands-on) training.

Wage Subsidies

Wage subsidies assist unemployed Manitobans to gain sustainable employment through direct work experience. Wage subsidies can help unemployed people in receipt of income assistance to gain experience to secure long-term employment. Program activities include referral and pre-screening services to assist in matching employers with workers; job trials to test employee/employer fit prior to making a hiring commitment; and wage subsidies to offset the cost of training and hiring new workers.
National Child Benefit Employment Program

This program provides income assistance and lower income parents with an opportunity to participate in training and employment initiatives that will assist them in obtaining and maintaining employment or advance in the labour market.

Community Partnerships Projects

This program contracts with non-profit, community-based organizations to develop and deliver employability skills training and/or work experience placements that prepare income assistance clients for employment. Activities may include employability assessment, pre-employment preparation, academic/literacy training, on-the-job work experience, and employment placement.

Taking Charge!

This program contracts with a non-profit, community-based organization to assist single parents in receipt of income assistance to develop skills to facilitate employment.

Floodway Training Initiatives

Working with stakeholders, the Floodway Training Initiatives develop the infrastructure to train Manitobans for employment opportunities related to the expansion of the Red River Floodway and thereby contribute to meeting the future needs of skilled labour and the development of a more representative workforce in Manitoba.

Canada - Manitoba Agreement on Older Workers Pilot Project Initiative

The Canada-Manitoba Agreement on Older Workers Pilot Project will support projects that assist older workers to prepare for, find, and keep employment if they are faced with a job loss. The program is designed to provide older workers with skills for meaningful alternative job opportunities, direct wage support, and flexible access to employment services.

Canadian Agricultural Skills Service Project

The Federal-Provincial Agricultural Policy Framework Agreement between the Department of Agriculture, Food and Rural Initiatives (MAFRI) and Agriculture and Agri-Food Canada (AAFC) provides for a skills training component for farmers, farm spouses and common-law partners, and beginning farmers over the length of a five-year agreement. The skills development funding project is referred to as the Canadian Agricultural Skills Service (CASS). The Department of Advanced Education and Training (MAET) is responsible for the delivery of CASS in Manitoba. The major goals of the program are to help farmers increase their profitability and to enable them to make choices about sources of income through skills training.

Manitoba Hydro Job Referral Service

Advanced Education and Training is responsible for the implementation of a Job Referral Service (JRS) to match qualified job seekers with employment opportunities created by the Manitoba Hydro Northern Development projects, in accordance with the northern hiring preference and process defined under the Burntwood Nelson Labour Agreement.
Client Results for 2005/06

Employment and Training Services Branch Totals (44-4(g) ETS and 44-4(h) Labour Market Development Agreement (LMDA))

<table>
<thead>
<tr>
<th>Clients Participating in ETS Programs</th>
<th>Clients Participating in LMDA Provincial Benefits/Measures (PBPMs)</th>
<th>Clients Participating in at least one ETS Program or PBPM</th>
<th>Other ETS Clients**</th>
<th>Total Clients Served by ETS Branch</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2,838</td>
<td>14,305</td>
<td>16,529</td>
<td>10,251</td>
<td>26,780</td>
</tr>
</tbody>
</table>

* Clients with Service Start Dates between April 1, 2005 and March 31, 2006. Year to date as at March 5, 2006. Active and Closed cases only. Active, Complete and Terminated services only.

** These are clients who received some service from ETS (ex: Service Needs Determination/Employment Counseling) but did not participate in a PBPM or Provincial Program.

ETS Program Activities

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>Clients Served* (New Services)</th>
<th>Clients Served* (Actual)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Projected</td>
<td>Actual</td>
</tr>
<tr>
<td>DIRECT SERVICES:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Direct Employment Services</td>
<td>1,350</td>
<td>1,572</td>
</tr>
<tr>
<td>Skills Development</td>
<td>225</td>
<td>296</td>
</tr>
<tr>
<td>PARTNERSHIPS:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Careers North</td>
<td>175</td>
<td>190</td>
</tr>
<tr>
<td>Community-Based Employability Projects</td>
<td>100</td>
<td>102</td>
</tr>
<tr>
<td>Employment Partnerships</td>
<td>100</td>
<td>12</td>
</tr>
<tr>
<td>Wage Subsidies</td>
<td>125</td>
<td>46</td>
</tr>
<tr>
<td>National Child Benefit Employment Program</td>
<td>350</td>
<td>328</td>
</tr>
<tr>
<td>Community Partnerships Projects</td>
<td>250</td>
<td>382</td>
</tr>
<tr>
<td>Taking Charge!**</td>
<td>400</td>
<td>140</td>
</tr>
<tr>
<td>Floodway Training Initiatives***</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Canada/Manitoba Agreement on Older Workers Pilot Project Initiative***</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Canadian Agriculture Skills Service Project***</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Manitoba Hydro Job Referral Service***</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

* Clients with Service Start Dates between April 1, 2005 and March 31, 2006. Year to date as at March 10, 2006. Active and Closed cases only. Active, Complete and Terminated services only.

** Actual new client services based on total participation in Taking Charge!, which also receives funding under the LMDA.

*** These are new initiatives that were still in development during fiscal year 2005-06.
Sustainable Development

The objective of the Employment and Training Services (ETS) Branch is to assist Manitobans to prepare for, gain, and maintain sustainable employment through direct service and partnerships with community, industry, and employer groups. ETS recognizes that furthering this objective contributes to sustainable development in a fundamental way. ETS provides a continuum of education, training, and employment programs and services within provincial social and economic priorities. Efforts continue to increase staff knowledge of the principles and guidelines of sustainable development and how these can continue to be integrated and strengthened within ETS programs and services.

Employment and Training Services' focus for 2005/06 in the area of sustainable development procurement included the use of recycled paper, use of re-manufactured toner cartridges, promotion of double-sided copying and printing, and promotion of teleconferencing. In carrying out its activities, ETS contracted with many community-based, third-party service providers, including Aboriginal organizations.

4 (g) Employment and Training Services

<table>
<thead>
<tr>
<th>Expenditures by Sub-Appropriation</th>
<th>Actual 2005/06 $000</th>
<th>FTE</th>
<th>Estimate 2005/06 $000</th>
<th>Variance Over (Under) $000</th>
<th>Expl. No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and Employee Benefits</td>
<td>4,517.6</td>
<td>78.30</td>
<td>4,863.5</td>
<td>(345.9)</td>
<td></td>
</tr>
<tr>
<td>Other Expenditures</td>
<td>2,070.0</td>
<td></td>
<td>2,371.8</td>
<td>(301.8)</td>
<td></td>
</tr>
<tr>
<td>Training Support</td>
<td>5,341.3</td>
<td></td>
<td>7,758.0</td>
<td>(2,416.7)</td>
<td>1</td>
</tr>
<tr>
<td>Recoverable from Family Services and Housing</td>
<td>(120.2)</td>
<td>(300.0)</td>
<td>179.8</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td><strong>Total Sub-Appropriation</strong></td>
<td><strong>11,808.7</strong></td>
<td><strong>78.30</strong></td>
<td><strong>14,693.3</strong></td>
<td><strong>(2,884.6)</strong></td>
<td></td>
</tr>
</tbody>
</table>

1. Under expenditure is mainly due to a delay in the commencement of the Canadian Agricultural Skills Service (CASS), resulting in a reduction in corresponding revenue, savings related to the Older Workers Pilot Project Initiative due to cancellation of the Vocational Instructor Training Project and the deferral of the Older Worker Marketing and Placement Support and Retention Strategies Projects due to the federal government’s rejection of the Essential Skills and Prior Learning and Recognition proposals, also resulting in a reduction in corresponding revenue; delay in activities for Taking Charge! due to program restructuring; delay in commencement of project and training activities for Floodway Expansion, and reduced wage subsidy activity, resulting in a reduction in the recovery from Family Services and Housing (44-4G-4); under expenditure also reflects lower than budgeted costs for New Careers North, National Child Benefit Payments, Direct Employment Services, Employment Partnerships, Community Partnerships, and Skills Development.

2. Reduction in recovery amount reflects lower than budgeted wage subsidy activity.

Canada-Manitoba Labour Market Development Agreement

The objective of Employment and Training Services (ETS) Branch is to assist individuals in defining and achieving their employment goals by delivering programs, services, and resources directly and by creating partnerships with community stakeholders.

The Labour Market Development Agreement (LMDA) is the mechanism through which Manitoba receives funding from the Government of Canada Employment Insurance Account to support programming.
Employment Benefits

Employment benefits are only available to persons who are legally entitled to work in Canada and who are currently receiving Employment Insurance, or who have had an Employment Insurance claim within the past three years, or a maternity or parental claim within the past five years.

Employment Partnerships

This program provides funding to enable communities, sector associations, and employers to address labour force development needs while assisting unemployed and “job threatened” individuals to gain sustainable employment. Program activities may include pre-employment preparation, job-specific skills training, and on-site (hands-on) training.

Skills Development

Skills Development is designed to assist eligible clients to obtain skills training/apprenticeship training and/or upgrading to facilitate sustainable employment. Skills grants are available to provide financial assistance to eligible clients for skills training. Grant levels are determined through negotiated financial assistance as part of the mutually developed employment plan. Skills loans allow participants timely access to student loans via ETS Employment Centres (administered through Manitoba Student Aid). These loans are intended to be an affordable means for clients to access funds to cover their contribution to the mutually developed employment plan.

Self Employment

Self Employment is designed to assist eligible individuals to create jobs for themselves by starting a business. The Self Employment program is administered by local sponsors who will: evaluate the individual’s business idea; assess whether the individual is a suitable candidate; provide coaching in business plan development and implementation; offer advice and support; and direct the participant to other supports as needed. Candidates must be prepared to contribute money, work or equipment toward the business.

Wage Subsidies

Wage Subsidies assist unemployed individuals to gain sustainable employment through direct work experience. Wage Subsidies can help unemployed people gain experience to secure long-term employment.

Employment Measures

Employment Measures are available to all unemployed Canadians including Employment Insurance clients, Income Assistance recipients, and individuals threatened with job loss.

Employment Assistance Services

Employment Assistance Services assist unemployed individuals to prepare for, find, and keep jobs by providing a variety of employment-related services. Employment Assistance Services can be tailored to the specific needs of individual clients and/or local communities. Employment Assistance Services can be provided by a variety of organizations, which can deliver a combination of the following services: employment plan development; case management; assessment and employment counselling; self-service labour market information; job search assistance; job finding clubs; job referral and placement; diagnostic and testing services; and brokered access to other measures.
Labour Market Partnerships

Labour Market Partnerships encourages communities, sector associations, and employers to address labour market development, labour force development and workforce adjustment issues, thereby assisting unemployed and job-threatened individuals to gain and/or keep sustainable employment. Activities may include labour force adjustment activities to facilitate the employment of job-threatened workers and workforce development planning to support local labour market development.

Research and Innovation

Research and Innovation provides financial support to organizations that research and/or design projects that are practical and that identify innovative ways of helping individuals prepare for, find, return to, or maintain sustainable employment and/or strengthen and promote province-wide or regional labour force development.

National Employment Services

National Employment Services are available to all Canadians.

Service Needs Determination/Employment Counseling

Service Needs Determination is used to assess an individual’s requirement for employment and/or training services and programs and temporary income support. It also refers individuals to other appropriate services. Participants may complete a service needs questionnaire to assess job readiness. Staff may determine participants’ EI eligibility status, and refer job-ready participants to job search resources, and non job-ready clients to employment counselling.

Employment counselling activities include in-depth assessment of employment barriers, skills and strengths including prior learning, and the development of a mutually agreed upon employment plan. Counsellors negotiate the level of financial support with the client and follow up to evaluate results and reassess the plan.

Labour Exchange

This service provides an information exchange on available job and training opportunities to assist in linking unemployed individuals with work opportunities while assisting employers in recruiting qualified employees. Information is taken continuously, updated daily and is available in electronic and written formats. Information is disseminated through self-serve information products including Job Bank kiosks, the Internet, and the Electronic Labour Exchange.

Labour Market Information

Labour market information is gathered, analyzed, produced and disseminated regarding local, provincial and national labour market trends and conditions to help unemployed individuals in their job search, workers in their career development activities, employers, students, governments and training providers. Primarily, the federal and provincial Labour Market Information units gather information. Employment Centre staff also gather local information. Information is disseminated in electronic and written formats in a timely fashion.
Client Results for 2005/06

Employment and Training Services Branch Totals (44-4(g) ETS and 44-4(h) Labour Market Development Agreement (LMDA))

<table>
<thead>
<tr>
<th></th>
<th>Clients Served* (New Services)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clients Participating in ETS Programs</td>
<td>2,838</td>
</tr>
<tr>
<td>Clients Participating in LMDA Provincial Benefits/Measures (PBPMs)</td>
<td>14,305</td>
</tr>
<tr>
<td><strong>Clients Participating in at least one ETS Program or PBPM</strong></td>
<td>16,529</td>
</tr>
<tr>
<td>Other ETS Clients**</td>
<td>10,251</td>
</tr>
<tr>
<td><strong>Total Clients Served by ETS Branch</strong></td>
<td>26,780</td>
</tr>
</tbody>
</table>

* Clients with Service Start Dates between April 1, 2005 and March 31, 2006. Year to date as at March 5, 2006. Active and Closed cases only. Active, Complete and Terminated services only.
** These are clients who received some service from ETS (ex: Service Needs Determination/Employment Counselling) but did not participate in a PBPM or Provincial Program.

Labour Market Development Agreement Program Activities

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>Clients Served* (New Services)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Projected</td>
</tr>
<tr>
<td>EMPLOYMENT BENEFITS PROGRAMS (for EI insured only)</td>
<td></td>
</tr>
<tr>
<td>Employment Partnership</td>
<td>900</td>
</tr>
<tr>
<td>Total Skills Development (including Apprenticeship)</td>
<td>4,700</td>
</tr>
<tr>
<td>- Skills Development</td>
<td>3,000</td>
</tr>
<tr>
<td>- Skills Development – Apprenticeship</td>
<td>1,700</td>
</tr>
<tr>
<td>Self Employment</td>
<td>275</td>
</tr>
<tr>
<td>Wage Subsidies</td>
<td>475</td>
</tr>
<tr>
<td>EMPLOYMENT MEASURES PROGRAMS (for any unemployed)</td>
<td></td>
</tr>
<tr>
<td>Employment Assistance Services (EAS)**</td>
<td>9,600</td>
</tr>
<tr>
<td>Labour Market Partnerships</td>
<td>N/A</td>
</tr>
<tr>
<td>Research and Innovation</td>
<td>N/A</td>
</tr>
<tr>
<td>Labour Exchange</td>
<td>N/A</td>
</tr>
<tr>
<td>Labour Market Information</td>
<td>N/A</td>
</tr>
</tbody>
</table>

N/A Clients are not directly served by these programs.

* Clients with Service Start Dates between April 1, 2005 and March 31, 2006. Year to date as at March 10, 2006 Active and Closed cases only. Active, Complete and Terminated services only.
** EAS contracted services only.
Labour Market Development Agreement Results

<table>
<thead>
<tr>
<th></th>
<th>TARGETS 2005/06</th>
<th>ACTUALS 2005/06 *</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUMBER OF RETURNS TO WORK (EI Insured)</td>
<td>9,700</td>
<td>9,177</td>
</tr>
<tr>
<td>UNPAID BENEFITS TO THE EI ACCOUNT</td>
<td>$35,000,000</td>
<td>$33,543,673</td>
</tr>
</tbody>
</table>

* As at March 31, 2006. Results measures are not finalized until May 31, 2006.

4 (h) Canada-Manitoba Labour Market Development Agreement

<table>
<thead>
<tr>
<th>Expenditures by Sub-Appropriation</th>
<th>Actual 2005/06</th>
<th>Estimate 2005/06</th>
<th>Variance Over (Under) $000</th>
<th>Expl. No.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$000</td>
<td>$000</td>
<td>$000</td>
<td></td>
</tr>
<tr>
<td>Salaries and Employee Benefits</td>
<td>6,184.0</td>
<td>6,143.5</td>
<td>40.5</td>
<td></td>
</tr>
<tr>
<td>Other Expenditures</td>
<td>1,081.0</td>
<td>955.7</td>
<td>125.3</td>
<td></td>
</tr>
<tr>
<td>Training Support</td>
<td>42,690.0</td>
<td>47,349.0</td>
<td>(4,659.0)</td>
<td>1</td>
</tr>
<tr>
<td>Total Sub-Appropriation</td>
<td>49,955.0</td>
<td>54,448.2</td>
<td>(4,493.2)</td>
<td></td>
</tr>
</tbody>
</table>

1. Under expenditure reflects savings related to Industry Expansion activities as follows: deferral of project activity under the Labour Market Partnerships Program, project cancellations, and reduced Employment Partnerships costs; decline in the number of clients referred under the Skills Development Program; and reduced activity in the Employment Partnerships, Wage Subsidy Self Employment Assistance, and Labour Market Partnerships Programs. These under expenditures are offset in part by increased expenditures related to tuition costs and higher activity in the Apprenticeship Program.
Capital Grants

Capital Grants provides a contribution towards capital expenditures of universities and community colleges. Additional information on the grants may be found in the Council on Post-Secondary Education Annual Report.

5 (a-b) Capital Grants

<table>
<thead>
<tr>
<th>Expenditures by Sub-Appropriation</th>
<th>Actual 2005/06 $000</th>
<th>FTE</th>
<th>Estimate 2005/06 $000</th>
<th>Variance Over (Under) $000</th>
<th>Expl. No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universities</td>
<td>22,781.2</td>
<td></td>
<td>24,172.7</td>
<td>(1,391.5)</td>
<td></td>
</tr>
<tr>
<td>Colleges</td>
<td>1,816.8</td>
<td></td>
<td>1,816.8</td>
<td>0.0</td>
<td></td>
</tr>
<tr>
<td><strong>Total Sub-Appropriation</strong></td>
<td><strong>24,598.0</strong></td>
<td><strong>0.0</strong></td>
<td><strong>25,989.5</strong></td>
<td><strong>(1,391.5)</strong></td>
<td></td>
</tr>
</tbody>
</table>
Costs Related to Capital Assets

This main appropriation provides for the costs related to capital assets.

6 (a) Desktop Services

<table>
<thead>
<tr>
<th>Sub-Appropriation</th>
<th>Actual 2005/06 $000</th>
<th>FTE</th>
<th>Estimate 2005/06 $000</th>
<th>Variance Over (Under) $000</th>
<th>Expl. No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amortization Expense - Transition</td>
<td>69.9</td>
<td></td>
<td>70.0</td>
<td>(0.1)</td>
<td></td>
</tr>
<tr>
<td>Enterprise Software Licenses</td>
<td>117.1</td>
<td></td>
<td>117.1</td>
<td>0.0</td>
<td></td>
</tr>
<tr>
<td>Total Sub-Appropriation</td>
<td>187.0</td>
<td>0.00</td>
<td>187.1</td>
<td>(0.1)</td>
<td></td>
</tr>
</tbody>
</table>

6 (b) Amortization Expense

<table>
<thead>
<tr>
<th>Sub-Appropriation</th>
<th>Actual 2005/06 $000</th>
<th>FTE</th>
<th>Estimate 2005/06 $000</th>
<th>Variance Over (Under) $000</th>
<th>Expl. No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amortization Expense</td>
<td>622.4</td>
<td></td>
<td>720.6</td>
<td>(98.2)</td>
<td>1</td>
</tr>
<tr>
<td>Total Sub-Appropriation</td>
<td>622.4</td>
<td>0.00</td>
<td>720.6</td>
<td>(98.2)</td>
<td></td>
</tr>
</tbody>
</table>

1. Under expenditure mainly relates to delays in the Job Vacancy Management system, resulting in a lower than anticipated capitalized amount at March 31, 2006.

6 (c) Interest Expense

<table>
<thead>
<tr>
<th>Sub-Appropriation</th>
<th>Actual 2005/06 $000</th>
<th>FTE</th>
<th>Estimate 2005/06 $000</th>
<th>Variance Over (Under) $000</th>
<th>Expl. No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest Expense</td>
<td>277.7</td>
<td></td>
<td>365.2</td>
<td>(87.5)</td>
<td>1</td>
</tr>
<tr>
<td>Total Sub-Appropriition</td>
<td>277.7</td>
<td>0.00</td>
<td>365.2</td>
<td>(87.5)</td>
<td></td>
</tr>
</tbody>
</table>

1. Under expenditure mainly relates to delays in the Job Vacancy Management system, resulting in a lower than anticipated capitalized amount at March 31, 2006.