Investing in Experience- Stipends for Experiential Learning

Guidelines for Partners (AY 2024-25)

NBCC's Investing in Experience Fund (student experiential learning fund) is a fund designed to provide financial support to Partners who provide NBCC students with meaningful work integrated learning opportunities that focus on skill development, career exploration, community engagement, and/or hands-on learning.

Approval, Agreement, Implementation

1. Notification of Approval: Receive notification of approval or denial.
2. Sign Agreement: Review and sign any agreements or contracts provided by the subsidy program, outlining the terms and conditions of the wage subsidy.
3. Hire the Intern/Student: Proceed with hiring the student or intern as per the agreed-upon job description.
4. Record-Keeping: Maintain accurate records of wages paid, hours worked, and any other relevant information.

Reporting, Reimbursement, Evaluation and Feedback

1. Submit Reports: Provide regular progress reports or updates as required by the subsidy program.
2. Request Reimbursement: Submit reimbursement requests with required documentation, such as payroll records, at specified intervals.
3. Monitor Compliance: Ensure ongoing compliance with the terms of the subsidy agreement. (ie: specific student remains employed)
4. Final Report: Submit a final report upon completion of the WIL opportunity, detailing the outcomes and impact.
5. Provide Feedback: Participate in any feedback or evaluation processes conducted by the subsidy program to help improve future offerings.

Have questions?

Contact us at experiential@nbcc.ca