

# Professional and Institutional Development (P&ID) Program

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Indigenous Services  
Canada

Services aux  
Autochtones Canada

Canada

# Professional and Institutional Development Program

- **P&ID funds projects that develop the capacity of communities to perform core functions of governance:**
  - ✓ **Leadership**
  - ✓ **Membership**
  - ✓ **Lawmaking**
  - ✓ **Community Involvement**
  - ✓ **External Relations**
  - ✓ **Planning/Risk Management**
  - ✓ **Financial Management**
  - ✓ **HR Management**
  - ✓ **Information Technology/Management**
  - ✓ **Basic Administration**
- **P&ID Program Guidelines:**  
**<https://www.sac-isc.gc.ca/eng/1480342101195/1565366368150>**

# Professional and Institutional Development Program

- **Eligibility – Beneficiaries and Recipients**
- **Proposal that outlines:**
  - **a community's governance initiative**
  - **governance objective**
  - **governance activity costs**
  - **performance measurement**
- **A Capacity Development Plan that links the proposed activities to long term planning is recommended.**
- **Examples of plans:**
  - **Governance capacity development Plans**
  - **Strategic Plans**
  - **Comprehensive Community Plans**

# Examples of P&ID Activities

Core Functions	Eligible Activities	Ineligible Activities
Leadership	<ul style="list-style-type: none"> <li>• Custom election codes</li> </ul>	<ul style="list-style-type: none"> <li>• Election costs</li> </ul>
Membership	<ul style="list-style-type: none"> <li>• Membership codes</li> </ul>	<ul style="list-style-type: none"> <li>• Membership clerk salary</li> </ul>
Lawmaking	<ul style="list-style-type: none"> <li>• Bylaw policies</li> </ul>	<ul style="list-style-type: none"> <li>• Litigation costs</li> </ul>
Community Involvement	<ul style="list-style-type: none"> <li>• Dispute resolution codes</li> </ul>	<ul style="list-style-type: none"> <li>• Meetings on regular business</li> </ul>
External Relations	<ul style="list-style-type: none"> <li>• Policies on conducting business with other governments/sectors</li> </ul>	<ul style="list-style-type: none"> <li>• Travel costs for meetings with other governments</li> </ul>
Planning/Risk Management	<ul style="list-style-type: none"> <li>• Strategic planning training</li> </ul>	<ul style="list-style-type: none"> <li>• Housing Plans, Land Use Plans</li> </ul>
Financial Management	<ul style="list-style-type: none"> <li>• Financial codes, financial systems trainings and upgrades</li> </ul>	<ul style="list-style-type: none"> <li>• Audit costs</li> </ul>
HR Management	<ul style="list-style-type: none"> <li>• Labour relations training/policies</li> </ul>	<ul style="list-style-type: none"> <li>• Recruitment costs</li> </ul>
IT/IM	<ul style="list-style-type: none"> <li>• Information security policies</li> </ul>	<ul style="list-style-type: none"> <li>• Internet service provider fees</li> </ul>
Basic Administration	<ul style="list-style-type: none"> <li>• Administrative training</li> </ul>	<ul style="list-style-type: none"> <li>• Operating costs still occurring without project funding</li> </ul>

# P&ID Program Cycle



# What do we look for in a P&ID proposal?

Activities meet eligibility requirements

Activities can be completed by March 31<sup>st</sup>

Proposal clearly outlines purpose, scope, activities, deliverables and outcomes

Clear budget breakdown

Consultant costs and quotes

Activities and related to core administration, not individual programs  
(Housing, Children and Family, etc.)

Reporting requirements of previous P&ID funding projects are met

Project is identified as a priority in a long-term plan (Strategic Plan, community plan, etc.)

# Trends in P&ID Projects

**Information  
and  
Technology  
Projects**

**Strategic Plan**

**Election Code  
Development  
and Update**

**Financial  
Training**

**HR Policy  
Development**

# Contact Us

P&ID Enquiries can be sent to:  
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