

LEADING PEOPLE AND INVESTING TO BUILD SUSTAINABLE COMMUNITIES
A HARVARD BUSINESS SCHOOL EXECUTIVE PROGRAM DEVELOPED WITH AFOA CANADA

PROGRAM OVERVIEW

AFOA Canada is pleased to partner with the **Harvard Business School** to offer a program for Senior Administrators, Executive Officers, Elected Leaders and Senior Managers working in Aboriginal communities and organizations on-reserve, off-reserve and in urban, rural and isolated settings across Canada.

Developed under the guidance of HBS Executive Education, the Leading People and Investing to Build Sustainable Communities Program is the only program of its kind in Canada. and the program brings together HBS Faculty and guest speakers are "specialists" in their fields and proficient in Aboriginal matters.

This **4-day Program** will be delivered based on the Schedule below. The participants in your customized cohort will have the opportunity to engage in interactive and participatory sessions with each other from various communities and organizations. At the program's conclusion, participants will receive a Certificate of completion from the Harvard Business School.

ABOUT THE PROGRAM: This four-day program provides the participant with the opportunity to view community investments in a broader context. While it is important to understand investment tools, strategies and products, it is equally important to understand how governance practices can shape the management of the investments with a longer term view toward building sustainable communities. The skill sets of entrepreneurial finance, negotiations, and change management complement effective governance of community investments. Participants learn using the HBS case study method. Interactive lectures and small study groups ensure lively, thought-provoking discussions and the sharing of innovative ideas.

PROGRAM THEMES: The themes of the program will cover the following:

Investment Governance – Participants will better understand investments and good governance practices over investments.

Entrepreneurial Finance - Participants will build a framework and develop a better understanding for the valuation of potential investments, specifically pre-revenue start-ups.

Negotiations – Participants will enhance their negotiating skills and develop negotiation strategies at an individual and team level.

Change Management – Participants will develop effective strategies for leading through change at both an organizational and community level.



CERTIFICATION REQUIREMENTS

To be eligible for the Harvard Business School Executive Program, applicants, who are members in good standing should demonstrate the following;

Management Experience: Ability to lead, innovate, and inspire success at the highest levels of professionalism.

Aboriginal Experience: Experience of successfully working in or with an Aboriginal organization or community.

Preference will be given to Indigenous applicants and those who hold an AFOA Canada certification. (CAFM or CAPA)

APPLICANT REQUIREMENTS

Applicants are required to submit a completed application to AFOA Canada by **March 10, 2017**, but applicants are encouraged to submit a completed application as early as possible.

A complete application includes the following.	
<input type="checkbox"/>	Completed in full and signed HBS Executive Program Application Form
<input type="checkbox"/>	Indigenous Person (please provide proof of ancestry e.g. Status Card or community letter)
<input type="checkbox"/>	Submission of an <u>updated</u> Resume
<input type="checkbox"/>	Submission of a Letter of Introduction 2-page Maximum (see below)
<input type="checkbox"/>	Payment made out to AFOA Canada (minimum of 50% is due with application form. Full payment is due by April 2, 2017)

Letter of Introduction:

In the letter, applicants are given the opportunity to highlight the experiences they have working in senior management positions and Aboriginal organizations. They are also asked to respond to the following questions.

- a) Why are you interested in the Harvard Business School Certificate Program?
- b) What value can you bring to the Program?
- c) Please outline how you have engaged with the AFOA Canada community in the past? (e.g. conference speaker, workshop facilitator, volunteered on committee or boards, submission of articles to the *Journal of Aboriginal Management* etc.)

PROGRAM DATES: May 1 - 5, 2017

PROGRAM TIMES: 1pm Monday, May 1, 2017 to 12pm Friday, May 5, 2017.

In general, program sessions held daily from 8am to 6pm.

LOCATION: In residence at the Harvard Business School, Harvard University Campus, Boston, Massachusetts, USA



HARVARD BUSINESS SCHOOL EXECUTIVE PROGRAM

Leading People and Investing to Build Sustainable Communities Application Form- May 1-5, 2017

APPLICANT INFORMATION

Mr. Ms. Mrs. Dr. Designation (i.e. CPA, PhD, etc.): _____

Last Name: _____ First Name: _____ Middle Initial: _____

Current Title/Position: _____

Organization: _____

Type of Organization:

- | | | |
|---|--|---|
| <input type="checkbox"/> First Nation Band Administration | <input type="checkbox"/> Inuit Organization | <input type="checkbox"/> Métis Organization |
| <input type="checkbox"/> Aboriginal Organization | <input type="checkbox"/> Provincial/Territorial Government | <input type="checkbox"/> Federal Government |
| <input type="checkbox"/> Non-Aboriginal Organization | <input type="checkbox"/> Other | |

ADDRESS OF ORGANIZATION

Street Address: _____ Suite Number: _____

City/Town: _____ Province/Territory: _____ Postal Code: _____

Telephone: () _____ Fax: () _____ Website: _____

Email: _____

HOME ADDRESS

Street Address: _____ Apartment Number: _____

City/Town: _____ Province/Territory: _____ Postal Code: _____

Telephone: () _____ Fax: () _____ Mobile (Cell): () _____

Email: _____

MEMBERSHIP INFORMATION

AFOA Canada Member: Yes No Member ID: _____ Member Since: _____

Preferred Contact Address: Home Organization

Preferred E-Mail Address: Home Organization

INDIGENOUS INFORMATION *(Preference will be given to Indigenous Candidates)*

Are you: First Nations Métis Inuit Non-Aboriginal Undisclosed



EXPERIENCE: Please list your experience in the following areas. Attach a separate list if necessary.

MANAGEMENT EXPERIENCE

Organization	Title of Position	Years Served

ABORIGINAL EXPERIENCE

Organization	Title of Position	Years Served



Tuition

A tuition of \$3,900 CAD (2,500 USD + \$500 CAD) is non-refundable. (50% minimum payment is required with the submission of this Application). Full payment is due by April 2, 2017. If you are not selected into this program, AFOA Canada will refund your application fee less a \$100 administrative charge.

NOTE: If you are claiming GST/HST, please attach proof of exemption at time of application.

INDICATE METHOD OF PAYMENT OF APPLICATION FEE

Cheque enclosed (Payable to AFOA Canada) NSF cheques will be subject to a \$37.50 fee.

Credit Card (Complete the following.)

VISA MasterCard American Express

Credit Card Number: _____ Expiry: ____ / ____ (mm/yy)

Cardholder Name: _____ Authorization Amount \$ _____

Cardholder Signature: _____

Fax this form to 613-722-3467 and mail a copy with your payment to:

AFOA Canada
1066 Somerset Street West, Suite 301
Ottawa, ON, K1Y 4T3
www.afoa.ca

Please direct any questions to AFOA Canada by telephone 1-866-722-2362 or 613-722-5543
or by email janderson@afoa.ca

DECLARATION

I hereby certify that all statements on the application and any support materials provided are true, correct and complete and all material information has been disclosed. I understand that my admission to or registration in the Program may be revoked after notice in writing is provided should information be found to the contrary.

CONSENT

With admission to the Harvard Business School Executive Program, the applicant grants permission to AFOA Canada to use his/her name, biographical information and photographs in any and all AFOA publications, public relations activities such as brochures, websites, newspapers, reports, and others without payment or any other consideration.

SIGNATURE

Your signature is required as authorization of registration. Please sign and date below.

Applicant's Signature: _____ Date: _____



PROGRAM FEES

Program fees include costs for: tuition, all session materials, administration, review and approval of applications, accommodations in a single-occupancy room in the HBS Executive Residence facilities, meals (including breakfast, lunch, dinner, and breaks), session facilitators, guest speakers, and certificate of completion. ***Please note: Regarding accommodations: check in is Monday, May 1, 2017 and check out is Friday, May 5, 2017)*

Once you have been accepted into the program, the following Tuition fees are applicable.

Cost of Program (Tuition)

Fee:	\$3,900 CAD (\$2,500 USD + \$500 CAD) per session plus applicable taxes
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Tuition Payment:

Once accepted into the Program, a Payment Authorization Form will be emailed to you.

NOTE: Once applicants are accepted into the Program and accept admission into the Program, **Applicants are liable for the full tuition (cost of the Program)** which will be due in full by **April 2, 2017**

Cancellation Policy of Tuition:

- Cancellations are to be received in writing by AFOA Canada by Fax (613-722-3467) or email janderson@foa.ca no later than **April 2, 2017**
- For cancellations received after April 2, 2017, no refunds will be provided.
- Substitutions may be granted providing substitutions meet required program criteria.
- Should AFOA Canada need to cancel or postpone a session offering, applicants will be issued a full refund and be provided with a credit on account to be applied to another offering within one calendar year.