December 9, 2019

Re: Your request for access to information under Part II of the Access to Information and Protection of Privacy Act, 2015 [Our File #: AESL/080/2019]

On November 8, 2019 the Department of Advanced Education, Skills and Labour received your request for access to the following records/information:

“Correspondence - in any and all formats, including paper and electronic - between the Office of Immigration and Multiculturalism and the Refugee and Immigrant Advisory Council (RIAC). Request includes emails and deleted emails. Date range of request is Aug. 1, 2019 to the present.”

I am pleased to inform you that your request for access to this information has been granted in part. Access to the remaining records, and/or information contained within the records, has been refused in accordance with the following exceptions to disclosure, as specified in the Access to Information and Protection of Privacy Act, 2015 (the act):

Section 40. (1) The head of a public body shall refuse to disclose personal information to an applicant where the disclosure would be an unreasonable invasion of a third party's personal privacy.

As required by subsection 8.(2) of the act, we have severed information that is excepted from disclosure and have provided you with as much information as possible.

Section 42 of the act provides that you may ask the Information and Privacy Commissioner to review this partial refusal of access or you may appeal the refusal to the Supreme Court Trial Division. A request to the Information and Privacy Commissioner shall be made in writing within 15 business days of the date of this letter or within a longer period that may be allowed by the Commissioner.

The address and contact information of the Information and Privacy Commissioner is as follows:

Office of the Information and Privacy Commissioner
2 Canada Drive
P. O. Box 13004, Stn. A
St. John’s, NL. A1B 3V8

Telephone: (709) 729-6309
Facsimile: (709) 729-6500
In the event you wish to appeal to the Supreme Court, you must do so within 15 business days of the date of this letter. Section 52 of the act sets out the process to be followed when filing such an appeal.

Please be advised that responsive records will be published following a 72 hour period after the response is sent electronically to you or five days in the case where records are mailed to you. It is the goal to have the responsive records posted to the Office of Public Engagement’s website within one day following the applicable period of time. Please note that requests for personal information will not be posted online.

If you have any further questions, please feel free to contact the undersigned at (709) 729-4276 or SharonSeaward@gov.nl.ca.

Sincerely,

[Signature]

SHARON SEAWARD
ATIPP Coordinator

Attachment
Hi Jose,

Thank you for the update - are you able to inform us by Friday morning next week what the status of the two projects funded by OIM is, along with any wage subsidies provided by AESL?

Thank you,
Remzi

From: Riac Director <director@riac.ca>
Sent: Friday, November 8, 2019 3:03 PM
To: Cej, Remzi <RemziCej@gov.nl.ca>; O'Neill, Sheldon <SheldonO'Neill@gov.nl.ca>
Subject: Current situation

Hello Remzi and Sheldon,

Please find a notice for your perusal.

Have great weekend.

--
Jose Rivera
Executive Director
Refugee and Immigrant Advisory Council Inc.

Refugee and Immigrant Advisory Council Inc.
Helping Refugees and Immigrants since 1983
Tel: (709)7544122 - Fax: (709)7544102
362 Water Street, First Floor
St. John's, NL, Canada, A1C 1C7
www.riac.ca

RIAC is a not-for-profit, non-sectarian, charitable organization established to answer an ongoing need to support refugees, immigrants, and other Canadians of diverse origins in making Newfoundland and Labrador their home.

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Hello Remzi and Sheldon,

Please find a notice for your perusal.

Have great weekend.

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Jose Rivera  
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November 8, 2019

Remzi Cej

OFFICE OF IMMIGRATION AND MULTICULTURALISM
DEPARTMENT OF ADVANCE EDUCATION AND SKILLS
St. John’s, NL

Dear Remzi,

As per Art 29. Numb 29.1 (Force Majeure Event) of our contracts, RIAC is required to notify you should a crisis arise. This letter is to officially notify you of an internal crisis. We already notified you over the phone when you called us on Monday, November 4th 2019.

We are currently evaluating the nature of the crisis. However, things are such that we feel we may be unable to fulfil our obligations as per our contract in the short term. Therefore, we have suspended all activities including those relevant to our agreements.

Once we finish conducting our evaluation, we will schedule a meeting to brief you of the details.

Sincerely,

Jose Rivera
Hi Jose!

Thank you for getting this to us. I have read the initial draft and have a few comments (noted in the attached Word Document), along with a suggested way forward here in the body of this email. These fields below will be the basis of your application which will eventually be submitted through LaMPSS, and then reviewed by the Departmental official responsible within the Employment and Training Division.

If you have any questions, please let me know!

Once you have a draft of the required information, please send along to me and then we can arrange for a time and date to meet and discuss the next steps.

Much thanks,
Sheldon

AGREEMENT DETAILS

Start Date:
End Date: March 31st, 2020

DEMONSTRATION OF NEED

Rationale for Request: (Here you include a rationale for the proposed project, which will also demonstrate the need for the activities you will propose to do below – the proposal should answer some specific questions (why is the project being completed? What will the project accomplish? How will the project be implemented? Who will implement the project? The third question is related to the agreement activities below).

AGREEMENT ACTIVITIES (There can be multiple activities (if necessary), and each one must note the following four components)

Start Date and End Date: Of each activity to be undertaken (if there is more than one).

Activity Description:

Expected Results:

AGREEMENT BUDGET

Please include a detailed and justifiable budget for the expenses that will be incurred through the execution of this proposed project.
Hello Sheldon,

Hope you are enjoying the windy day.

Please find the mentioned document for your perusal.

Esteban will be available today if you want to run some ideas with him. His number is [redacted].

Again, very grateful for your continuous support

--

Jose Rivera
Executive Director
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OIM-RIAC Partnership

Executive summary

The Newfoundland and Labrador Office of Immigration and Multiculturalism (OIM) and The Refugee and Immigrant Advisory Council (RIAC) have been in conversation ever since OIM's inception in 2007. Over this time period, RIAC has been developing services for a demographic within OIM's service scope. RIAC's holistic and entrepreneurial visions, along with its incubator approach to service development, has set it apart from similar organizations in the province. These factors have allowed it to adapt to the needs of its service demographic quickly and deliver services within months of accessing the human resources needed to implement. These human resources often come in the form of passionate and hard-working volunteers who have a personal connection with the need their program is trying to address. These volunteers often become employed by RIAC once it becomes evident that their programs are needed. However, this very approach has meant that RIAC has not been able to connect with reliable funding sources. RIAC is often refused access to grants or other sources of funding due to its mandate being too broad. An additional issue has been RIAC's inability to secure an individual with skills in fundraising over the long term. The lack of sustainable funding has resulted in several close calls for RIAC, where it's been near to closing its doors permanently. Additionally, during these close call events, services have been disrupted for months or years at a time.

OIM recognizes the value of RIAC's continued existence as a service provider to its service demographic. This became evident in early 2019 when RIAC faced another close call event. OIM deemed necessary to assist RIAC at this time since RIAC lost critical human resources needed to complete essential funding applications. Had RIAC been forced to close or discontinue services, over 1,300 people (estimated by the end of 2019) would have been affected and left without known alternatives. RIAC's closure would have likely resulted in the following impact:

[OIM TO INCLUDE THE IMPACT OF SUCH CLOSE TO THEIR SERVICE SCOPE HERE]

Both OIM and RIAC recognize the importance of shifting from a boom and bust cycle to a more stable long-term model. However, given RIAC's limited resources at this time, it is unable to finance an independent review with which to articulate its core value proposition, the nature of its service demographic, and support these with evidence. Further, RIAC is unable to conduct independent market research to identify compatible sources of funding. These critical pieces of information are essential to the development of a strategy to bring RIAC into long-term financial stability. Neither of these key activities is within RIAC's financial or human resource capabilities at this time. With the increasing demand for RIAC's services, it is of vital importance to the province to prevent another service disruption or a permanent closure of RIAC.

Despite these setbacks, RIAC has been able to continue providing services to its service demographic. For these reasons, OIM has decided to be a more active participant in RIAC's development. To facilitate RIAC's strategic development, OIM has offered a partnership. A more detailed description of this partnership is available in Appendix # (Memorandum of Understanding). OIM's role in the current stage is to assist RIAC in the writing process of a funding application aimed to secure funding to execute a review process and the development of a strategic plan ("The project"). The project will be implemented by having RIAC hire an independent consultant and work with the said consultant to conduct the investigation needed to produce a strategic plan that addresses RIAC's financial instability. OIM's involvement in the

Comment [O51]: Be sure to recognize that this is not a partnership in the sense which you are referring in this document. You are creating a funding proposal to submit to our office.

Comment [O52]: You may wish to examine what this statement means, and if it refers to your organization, or the support you wish to provide your clients. During our meeting, I mentioned that you need to make a decision of whether you want to move forward as a business, or continue as a non-profit organization.

Comment [O53]: I would suggest not focusing on your lack of successful attempts to secure funding, but focus on the rationale to demonstrate the need for your funding for this particular project.

Comment [O54]: Again, this is a funding application, so you can't speak on behalf of our Department and/or Division (OIM). We can have invited RIAC to apply for funding to seek third party support in creating a sustainable model to avoid the instances of imminent closure which you have highlighted.

Comment [O55]: Again, this is not a partnership but rather it is a funding application which RIAC is submitting for consideration to AESL.

The proposal will be received and evaluated by the Employment and Training Division.

I would encourage you to review the LMP Guidelines throughout your process of developing your proposal as well. You can find those on the AESL website under the Labour Market Partnerships (LMP) section.

RE: OIM's involvement - we have agreed to assist you in the development process of this proposal to ensure your application meets the eligibility criteria for the...

Comment [O56]: Same reference as above. This is not a partnership. You are submitting an application for funding, which will be considered by our Department and will be evaluated as per the program guidelines.

Comment [O57]: This is closer to what we are looking for in terms of the justification of your activities. Please see the body of the email which contained this attachment to recognize where this would fit in the application.
The writing process is likely to increase the chances of a successful application. This is due to OIM’s extensive experience with dealing with such applications themselves in addition to OIM’s own backing the value of this project.

The project will aim to create a deliverable for RIAC which it can use to direct its fundraising activities effectively in the short and long term. The deliverable should include the following:

1) Analysis of RIAC’s service activities
2) Analysis of RIAC’s service demographics
3) Analysis of revenue sources relevant to RIAC’s service activities and demographics
4) Short and long term revenue plan

The estimated timeline for the project is as follows:
2019 November 1st to November 15th: LMP application
2019 November 29th: LMP grant
2019 December 2nd - 6th: Invitation to tender draft
2019 December 6th: Invitation to tender issued
2020 January 3rd: Tender deadline
2020 January 8th: Tender granted
2020 January 13th - February 28th: Project work
2020 February 29th: Deliverable due
Again, this is not a partnership but rather it is a funding application which RIAC is submitting for consideration to AESL.

The proposal will be received and evaluated by the Employment and Training Division.

I would encourage you to review the LMP Guidelines throughout your process of developing your proposal as well. You can find those on the AESL website under the Labour Market Partnerships (LMP) section.

RE: OIM's involvement - we have agreed to assist you in the development process of this proposal to ensure your application meets the eligibility criteria for the program. We are not advocating on behalf of RIAC, but we are offering our assistance in developing your submission.
Hello you all,

Great to hear from you.

Yes, Monday the 28th at 2 pm our place would be great.

Looking forward to it

Thanks

On Fri., Oct. 18, 2019, 10:54 a.m. Cej, Remzi, <RemziCej@gov.nl.ca> wrote:

Hi Jose,

Great to hear from you! We would love to have an opportunity to revisit our previous discussions on RIAC’s sustainability efforts and how our team can be of assistance.

Would Monday, October 28, 2019 at 2:00 pm work? We can come to you or you can come here, up to you.

All the best,
Remzi

---

From: Riac Director <director@riac.ca>
Sent: Friday, October 18, 2019 10:31 AM
To: Cej, Remzi <RemziCej@gov.nl.ca>; O'Neill, Sheldon <SheldonONEill@gov.nl.ca>
Subject: Meeting to explore

McAfee Web Control Warning
This e-mail message contains potentially unsafe links to these sites:
Hello gentlemen,

Hopping winter-spring-autumn kind of weather has been merciful with you.

In past conversations we have mentioned of a financial possibility for us to research on sustainability and organization structuring.

Would you please advise on it.

Thanks

--

Jose Rivera
Executive Director
Refugee and Immigrant Advisory Council Inc.

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Hi Jose,

I don’t see any harm in that action or timeline.

Thanks,
Sheldon

---

From: Riac Director <director@riac.ca>
Sent: Wednesday, August 28, 2019 1:39 PM
To: O’Neill, Sheldon <SheldonONEILL@gov.nl.ca>
Subject: Zone Zero Starting

Hello Sheldon,

Wondering if I can hire the ZZ project people to start Tuesday the 3rd, as the 2nd is a holiday.

Please advise.

--

Jose Rivera
Executive Director
www.riac.ca
Ph:709-754-4122 Fx:709-754-4102
Seaward, Sharon M.

From: O'Neil, Sheldon
Sent: Tuesday, August 20, 2019 1:20 PM
To: 'Riac Director'; Cej, Remzi
Cc: Keeping, Vivien
Subject: RE: Kind request

Good afternoon Jose,

We are still awaiting approval from the executive level regarding the proposal submissions. We are hoping for a response very soon.

Sincere thanks for your patience with us through this process.

Sheldon

From: Riac Director <director@riac.ca>
Sent: Tuesday, August 20, 2019 11:30 AM
To: O'Neil, Sheldon <SheldonO'Neill@gov.nl.ca>; Cej, Remzi <RemziCej@gov.nl.ca>
Subject: Kind request

Good morning gentlemen,

As you can imagine we are here biting nails. Could you spare a bit of info, please.

Particularly about the ESL proposal of which we haven't heard.

Always very appreciated.

--
Jose Rivera
Executive Director
www.riac.ca
Ph:709-754-4122 Fx:709-754-4102