

SCOPE OF WORK

PROJECT BACKGROUND

The Centre of Excellence for Field Studies project is an initiative designed to coordinate and expand on current field/practicum studies that are occurring or could occur in the Crowsnest Pass. A location will be established which will include residence(s), shared equipment and laboratory facilities, class and lecture rooms, and state of the art distant and interactive learning technologies. The Centre will be working with initiatives of provincial ministries of Health & Wellness; Advanced Education and Technology; Employment, Immigration and Industry, and will be designed to actively become part of their action/business plans.

One of the first steps in moving forward with the Centre of Excellence will be identify needs and opportunities for program practicums and field studies, needs of students in practicums, identify the resources in the community, and prepare a business and marketing plan for the implementation of the Centre of Excellence for Field Studies.

PROJECT REQUIREMENT

Development of the Implementation Plan for the Centre of Excellence in Field Studies in the Crowsnest Pass.

DELIVERABLES

- identify and target opportunities that exist for field studies at various institutions,
- determine and identify requirements for residency programs;
- determine and identify requirements for lab and classroom space; lab and classroom equipment requirements and costs;
- identify technological needs and costs;
- develop marketing and attraction strategies around medical, recreational, geological, geophysical, historical, historical renovation and other programs that have field study components that would benefit from being in the Crowsnest Pass;
- identify phases of work and proposed methodology for implementation;
- determine capacity for program/residency features;
- identify appropriate facility(s) for residency, class and lab space;
- prepare the business case including determination of staffing requirements and preparation of financial analysis for implementation and initial five year operations.
- 2 bound copies of the completed report and 1 digital copy in Microsoft Word format
- provide one Power Point presentation to be delivered to CFCNP/EDB

COMPLETION DATE

Presentation of final report with recommended revisions to CFCNP/EDB on September 10, 2010.
