

# Multiculturalism, Indigenous and Inclusion Grant Program

Please read the guidelines carefully before beginning the application



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# Multiculturalism, Indigenous and Inclusion Grant Program

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## 1. PURPOSE AND OBJECTIVES

- 1.1** The Multiculturalism, Indigenous and Inclusion Grant Program (the Program) supports initiatives and projects that builds intercultural awareness, and inclusion of multicultural and Indigenous communities. The Program fosters cultural awareness in communities across the province, and an appreciation and celebration of Indigenous peoples and multicultural society in Alberta. The Program strives to create a province where people feel included and that their cultures and heritage is valued.
- 1.2** Within the Program there are two distinct funding streams:
- **Multiculturalism and Inclusion** funding stream provides funding support to eligible organizations for Multiculturalism and Inclusion projects or initiatives that addresses at least one of the outcomes in 1.3 listed below.
  - **Indigenous** funding stream provides funding support to eligible organizations for projects or initiatives specific to Indigenous peoples and/or culture that addresses at least one of the outcomes in 1.3 listed below.

Please note both funding streams will follow the Multiculturalism, Indigenous and Inclusion Grant Program guidelines, application, and reporting requirements. Applicants are asked to identify the funding stream they are applying to on the application form.

- 1.3** The Program **outcomes** are:
- Albertans have cross-cultural and/or intercultural understanding
  - Albertans are aware of the impacts of discrimination and work collectively to reduce barriers
  - Diverse backgrounds are celebrated by Albertans, creating welcoming and inclusive communities
  - Albertans feel their cultures and heritage are valued
- 1.4** The Program is governed by the terms outlined in the [Community Development Grants Regulation](#).
- 1.5** The Program is also guided by a set of principles that help guide decision-making and administration of the grant program. These **principles** are:
- **Community Driven Public Benefit**
  - **Transparency**
  - **Equity**
  - **Accountability**
  - **Flexibility**
  - **Simplicity**

## 2. PROGRAM OVERVIEW

<b>Funding Streams</b>	<p><b>Stream 1:</b> Multiculturalism, Indigenous and Inclusion Funding Stream</p> <p><b>Stream 2:</b> Indigenous Funding Stream</p> <p>Note: Both funding streams will follow the Multiculturalism, Indigenous and Inclusion Grant Program guidelines, application, and reporting. Applicants are asked to identify the funding stream they are applying to in the grant application.</p>
<b>Funding Range</b>	Up to \$25,000
<b>Matching Requirement</b>	<p>Organizations are required to contribute an equal amount to the project as what is being requested from the Multiculturalism, Indigenous and Inclusion Grant Program.</p> <p>Matching funds can be in the form of cash, donated labour, materials, and/or services, and must be related to the project.</p>
<b>Application Deadlines</b>	<p>Intake 1 - March 1</p> <p>Intake 2 - September 1</p>
<b>Notification Timelines</b>	<p>Intake 1 notification – August</p> <p>Intake 2 notification – February</p>
<b>Frequency of Application</b>	An organization may receive one grant per fiscal year through the Multiculturalism, Indigenous and Inclusion Grant Program.
<b>Application Package</b>	<ul style="list-style-type: none"> <li>• Application Form with checklist of mandatory documents, and mandatory documents</li> <li>• Budget Template</li> </ul> <p>NOTE: See the Application Assistance Tool for help with the application process</p>
<b>Funding Priorities</b>	<ul style="list-style-type: none"> <li>• Organizations that best meet the guideline criteria.</li> <li>• Organizations with an annual operating budget under \$500,000.</li> <li>• Applicants that have not received prior Government of Alberta funding.</li> <li>• Additional consideration will be given to projects that demonstrate the involvement of partner organizations from other diverse communities in its development, delivery, and follow up.</li> </ul>
<b>Payment Method</b>	Electronic Funds Transfer (EFT)
<b>Project Completion and Financial Reporting Timeframe</b>	Within 18 months from date of payment

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## 3. ELIGIBILITY REQUIREMENTS

### 3.1 Eligible Organizations

The following organizations are eligible to apply for funding:

- Organizations who are registered (and in good standing) under one of the following Acts:

Provincial Legislation (Alberta)

- *Agricultural Societies Act*
- Part 21 of the *Business Corporations Act* - Extra-Provincial Corporations\*
- *Companies Act*, Part 9 (Nonprofit Companies)
- *Libraries Act*
- *Societies Act of Alberta*
- *Special Act* of the Alberta Legislature

Federal Legislation

- *Special Act* of the Parliament of Canada
  - *Income Tax Act* of Canada and operating in the Province of Alberta as a Charity
- A First Nation or Metis Settlement in Alberta
  - A University, college, or institute as defined under Alberta's *Post-Secondary Learning Act*

\*Must have an Alberta based address which must be regularly monitored by an active member of the organization.

### 3.2 Ineligible Organizations and/or Applicants

The following organizations are not eligible for funding:

- municipalities
- for-profit organizations/enterprises
- any other organizations not registered under one of the above mentioned Acts
- organizations that have overdue or incomplete accounting/reporting relating to any grant previously awarded by Alberta Culture and Status of Women
- individuals

### 3.3 Eligible Projects

**3.3.1** The Program provides funding assistance for stand-alone initiatives, new programming, or resources, for Multiculturalism, Indigenous and Inclusion projects in Alberta, for Albertans.

**3.3.2** Organizations must clearly demonstrate how project meets one or more of the Multiculturalism, Indigenous and Inclusion Grant Program outcomes (see 1.3) and fall under one of the following project types:

- **Training and education**, including initiatives to increase cultural awareness, and/or help Albertans understand the impact of discrimination as a barrier to full participation of individuals in society:

- Through activities such as workshops, roundtables, conferences, community conversations, social media initiatives, resources or tools for community use.
- **Capacity-building** in community through various activities:
  - sharing promising practices, research, and information
  - developing strategies to support multiculturalism, cultural exchange, and inclusion
  - evaluating existing initiative and programs to eliminate barriers to accessing these initiatives or programs
  - engaging community supporters, experts/elders, and partners in the project.
- **Enhancing Cultural Awareness** through community events that actively encourage participation of diverse people and celebrate the Indigenous and multicultural fabric of Alberta. Community events that demonstrate the following, will be considered:
  - involvement of more than one cultural group in the development and delivery of the event, fostering and demonstrating inclusion
  - events that build greater awareness and understanding of the diversity of people in community
  - active promotion to other cultures to participate in the event
  - attendance open to the general public.

**3.3.3** Projects that meet one or more of the Program outcomes (see 1.3).

### **3.4 Ineligible Projects**

The following projects are not eligible for funding:

- Any project that is not directly related to promoting inclusion of multicultural and Indigenous communities in Alberta.
- Any project that is not deemed to meet one of the outlined outcomes.
- Projects that are fully funded through other funding sources.

### **3.5 Ineligible Expenses**

Program funding cannot be used for expenses related to:

- 3.5.1** Time and labour provided towards preparation of funding applications, fundraising (including costs for fundraising campaigns), and websites for fundraising purposes.
- 3.5.2** Endowments, charitable donations, bursaries, developing a business case or proposal for funding, donor recognition/walls, gifts (with the exception of gifts for protocol), gift cards, prizes, awards, alcohol, expenditures for or time, and labour provided towards ground breaking, openings, and participant travel, participant accommodations, participant per diems.

NOTE: If participant travel and accommodations are a significant barrier to their involvement in the project, an exemption may be granted by the MIIG Program to allow these expenses. Program staff should be contacted directly to discuss the applicant's request on a case-by-case basis.

- 3.5.3** Capital and facility upgrades, renovations, and construction.

- 3.5.4 Debt reduction; financing charges and/or interest payments on loans; retroactive expenses incurred prior to application submission date.
- 3.5.5 Administrative costs and fees (e.g. legal fees, accounting/bookkeeping fees); bank/financing related charges; ongoing operational expenses; contingency (unless included in a vendor/contractor's quote) or miscellaneous costs; volunteer expenses (e.g., honorariums, gifts, gift cards, per diems, and liquor with the exception of honorariums and gifts for protocol); and food costs as a primary expense for the event/project (budget items should be focused around the coming together of community for project impacts (4.3.3) not for food expenses).
- 3.5.6 Research as a stand alone project.
- 3.5.7 Government lobbying or political activism.

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## 4. CRITERIA

The following general criteria will be used to evaluate project funding requests:

- 4.1 Projects must address a community-identified need and demonstrate community involvement.
- 4.2 Not all requests that meet the established criteria will be approved for funding. Applicants may receive full, reduced or no funding for their projects.
- 4.3 Applications will be assessed against the following specific criteria and priority will be given to those projects that best meet the criteria. Applicants should include as much information to address the criteria when completing their application. See the following 4.3.1 to 4.3.6.

### 4.3.1 Organization's Capacity

The organization should demonstrate its ability to execute the project by:

- providing background history (e.g., mission/purpose, organization size/representation, prior experience)
- demonstrating the organization's sustainability through financial stability and operational history
- demonstrating that the organization has the capacity to complete the entire project (e.g., project leadership, board, and management).

### 4.3.2 Project Viability and Financial Feasibility

To be considered a viable project, the organization needs to:

- confirm sufficient matching resources for the requested grant
- have access to additional funding, if required, to complete the project
- demonstrate the project is planned out; clear timelines, a detailed outline of activities, and ready to implement
- provide a relevant, detailed budget and explanation of costs within the application
- show the organization's ability to meet ongoing operational needs.

### **4.3.3 Project Impacts**

The organization must demonstrate that the project will have one or more of the following impacts:

- Community organizations share developed tools and resources and supporting other organizations programs and services.
- Albertans build cross-cultural awareness and/or inter-cultural interaction through collaboration, creating solutions for more inclusive community programs and services.
- Discriminatory barriers are reduced for Albertans to participate in community programs and services.
- Albertans experience less isolation, attend more community events and activities, connect with individuals from other cultures, exhibit more empathy for others experiences, and/or embrace and learn about the diversity in their communities.

### **4.3.4 Access**

The organization must demonstrate the following:

- How barriers for individuals to participate in the project will be reduced or mitigated through:
  - An understanding of the barriers that Albertans with overlapping identities (e.g. children, youth, women, men, seniors, Indigenous, newcomers, racialized groups, LGBTQ2S+, etc.) experience when trying to participate in society.
- Ways the resources, findings, and/or learnings from the project will be shared with others inside and outside of the community.
- How broad public involvement beyond the organization's direct membership will be encouraged.

### **4.3.5 Community and Regional Need**

The organization must demonstrate how the project will:

- impact communities at a local, regional, or provincial level
- have confirmed community support via data on the community needs or letters of support from the community the project will impact
- leverage work already being done and/or include partnerships and collaboration directly related to the project

### **4.3.6 Other Funding Considerations**

In assessing the application, consideration will be given to:

- project readiness, including availability of resources (human and financial) to carry out the project
- prior Government of Alberta funding given to the applicant, community, region
- demonstration of the organization's need for financial assistance
- availability of grant funding
- the ability to complete the project with partial funding.

Higher priority will be given to organizations that:

- best meet the guideline criteria
- have an annual operating budget under \$500,000
- have not received prior Government of Alberta funding
- demonstrate the involvement of partner organizations from other diverse communities in its development, delivery, and follow up.

Lower priority will be given to organizations that:

- have not demonstrated the financial capacity to complete the project
- receive ongoing operational funding from the Government of Alberta
- projects that are insular in nature, with a narrow reach and scope.



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## 5. MATCHING REQUIREMENTS

**5.1** The Program is a matching grant program. The applicant must contribute to the project expenses, an amount equal to or exceeding the grant request. Alberta Culture and Status of Women requires matching funds as it demonstrates an organization's commitment to its project, as well as community support for the proposed project.

- The matching funding may be in the form of cash or donated labour, and/or donated materials or services, or a combination thereof, all of which must be directly related to the project.
- Cash funding must be supported by current financial information (bank statement or most recent financial statements or Band Council Resolution or Settlement Council Resolution).

### **5.2 Matching of Donated Labour, Materials, or Services**

**5.2.1** The value of donated labour for projects is based on:

- \$20.00/hour for unskilled labour working directly on the project.
- \$35.00/hour for skilled labour (including qualified trades and professional services specific to components of the project, such as artists, photographers, or Elders/knowledge keepers).
- Donated labour includes time spent by staff, volunteers, or directors of an organization's board on the project.
- Donated materials and professional services are valued at verified fair market value.

**5.2.2** The following documentation for donated resources must be maintained and may be requested from applicants for accounting purposes:

- volunteer sign-in sheets for the project including date, name, signature, nature of work provided, number of hours worked, rate per hour and total value; and
- donation letters on business letterhead or invoices clearly indicating the fair market value of the professional services/materials that have been donated by the business.

### **5.3 Ineligible Sources of Matching**

The following sources are not eligible as a matching resource:

- 5.3.1** Any project expense deemed as ineligible for funding (refer to section 3.5) cannot be used as a match.
- 5.3.2** Wages and salaries associated with the regular, ongoing operations of the organization.
- 5.3.3** Volunteer time related to fundraising, preparing grant applications, attending meetings related to regular operations of the organization.

### **5.4 Matching Restrictions**

The following sources of funding may have restrictions on whether they can be used for matching:

- 5.4.1 Charitable gaming proceeds generated from licensed gaming events (e.g., bingos, casinos, raffles, and pull tickets) can be used for matching purposes provided this is disclosed in the application and the project expenditures are an approved use of gaming proceeds and comply with the Alberta Gaming, Liquor and Cannabis policies.
- 5.4.2 Cash contributions from the applicant must be supported by a current financial or bank statement.
- 5.4.3 Grant funding from federal, municipal, or private foundation grant programs should be confirmed with a letter from program representatives.

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## 6. APPLICATION PROCEDURES

The following specifies procedures for submitting an application:

- 6.1 Applicants need to ensure they are applying to the funding stream that is best suited for their project. An Application Tool is available on the website that provides guidance relative to completion of the application forms and templates. Applicants are encouraged to contact the program office for assistance if they are having difficulty with completing the application.
- 6.2 In order to process applications, the information requested from applicants needs to be fully completed and all questions on the forms must be answered. A checklist is provided in the Application Form to support a complete application package. This checklist will help identify what supporting documentation and mandatory attachments are required and need to be included when applying.  
  
NOTE: Applicants need to include all required and supporting documents when submitting the application.
- 6.3 Program staff may return incomplete applications.
- 6.4 It is important that applicants keep a complete copy of their application and supporting documentation. Applicants may need to refer to this copy if Program staff have questions and this documentation forms part of the grant agreement if approved for funding.
- 6.5 Applications should include letters of support or other official statements regarding the project.
- 6.6 Applicants that will be engaging a third party (e.g. municipality, school division, other nonprofit organization) to carry out the project on their behalf must submit a letter signed by the applicant and the third party that outlines the nature of the commitment of each party to the project.
- 6.7 Project expenses that are incurred before the application has been received by the Program staff are **not** eligible to be included in the project budget for funding. Incurring expenses prior to approval

of the application is at the applicant's own risk. Projects that have been started and are declined, cannot be resubmitted for funding.

- 6.8** Applications are fully reviewed against the program criteria, program priorities, and supporting documentation provided. Organizations may be contacted if further information or clarification is required.
- 6.9** The program provides electronic funds transfer (EFT) to successful grant recipients. This system is safe and efficient and allows organizations to have their grant funds deposited directly into their bank account. As part of the application process, applicants are required to complete the Application for Direct Deposit, and additional information may be required to verify their account information.
- 6.10** Applicants that have overdue or incomplete accounting/reporting related to previously approved Alberta Culture and Status of Women funding will not be considered for new funding until their outstanding accounting and reporting requirements have been closed.
- 6.11** The Minister of Culture and Status of Women may exercise discretion in approving applications that fall outside the general intent of the program.

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## 7. NOTIFICATION

- 7.1** Applicants will receive written notification of the decision regarding their application.
- 7.2** All decisions on grant applications are final, and no appeals will be considered.
- 7.3** The review and decision-making process takes approximately five months. The notification period is as follows:

	Application Deadlines	Notification Period
<ul style="list-style-type: none"><li>• Two intakes per fiscal year</li><li>• Fiscal year is April 1- March 31</li></ul>	Intake 1 - March 1	August
	Intake 2 - September 1	February

- 7.4** Applicants may not resubmit an application for the same project until written notification of the outcome of their current application is made by Alberta Culture and Status of Women.

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## 8. FUNDING CONDITIONS

Applicants that are successful in receiving grant funding must be aware of and observe the following funding conditions:

**8.1** After the review, approval and payment of a grant relative to an application to the **Multiculturalism, Indigenous and Inclusion Grant Program**:

- the applicant is bound by the terms and conditions of the grant, and
- Program staff will provide notification of final report requirements to the grant recipient.

**8.2** Electronic Fund Transfer (EFT) forms must provide an account in accordance with the terms of the grant agreement.

**8.3** The grant funds must be spent according to approved eligible costs as determined by the Program staff.

**8.4** Payments must be made by a verifiable method. Cash payments for expenditures are not acceptable as there is no verifiable proof from a third party (e.g. financial institution's negotiated cheque) that the payment has been made to the vendor.

**8.5** Grant funding not used or accounted for in accordance with the approved eligible costs shall be repayable by the grant recipient to the Government of Alberta. Program staff should be contacted for instructions, if repayment is required.

**8.6 Project Extensions**

If the grant recipient anticipates that the project will not be completed within the allotted time frame, and wishes to request an extension, a request should be submitted to program staff in writing **30 days** in advance of the Final Accountability Report due date.

**8.6.1** An extension request letter template is available from program staff. The letter will need to include:

- the reasons why the project could not be completed within the timeframe
- a description of what has been completed and costs incurred to date (to demonstrate the amount of progress that has been made)
- confirmation of the remaining balance of the grant funding and matching funds, and
- a description of what remains to be done and a reasonable timeline for completion (including a proposed new project completion date – year/month/day).

**8.6.2** The decision on extension requests will be communicated in writing to the grant recipient by the Program, Community Grants Director, along with appropriate documentation to confirm it.

**8.7 Change of Project Scope**

**8.7.1** The grant recipient must notify Program staff of any anticipated fundamental change of scope in the purpose for which the recipient wants to use the grant funds – or a proposed reallocation

of funding or shortfall of expenses for the project – prior to spending any grant funds on a new or revised purpose. The grant recipient will be requested to:

- submit a written request to use the remaining funds for the proposed project change/new purpose, and only if approved, apply the unexpended funds to this purpose; or
- if the change of scope is not acceptable, submit a cheque made payable to the Government of Alberta for the remaining unexpended funds once this amount has been confirmed by the Program staff. Repayment must be submitted to the Program staff for processing and file closure.

**8.7.2** The decision on change of project scope requests will be communicated in writing to the grant recipient by the Program, Community Grants Director, along with appropriate documentation to confirm it.

**8.8** Approval of program funding in no way constitutes a commitment, implicit or otherwise, of longer term funding by the Government of Alberta to the project or the organization. Should any project require additional grant funding in the future, then a new funding application would need to be submitted for consideration.

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## 9. FINANCIAL REPORTING REQUIREMENTS

**9.1** Project scope and financial reporting must be completed and submitted to the Program staff within the time frames specified in these guidelines unless an extension of the reporting date has been approved:

- Organizations are encouraged to submit their accounting as soon as the project has been completed; or
- **Within 18 months** from the date of payment.

**9.2** Program staff maintain the right to request interim reporting at any time.

**9.3** Grant recipients must complete their financial accounting for the project using the Final Accountability Report (FAR) provided and include backup documentation as specified. The FAR will be provided to the organization and is also available on the Program's website.

**9.4** Grant recipients must provide to the Multiculturalism, Indigenous and Inclusion Grants office, any electronic files or a hard copy of any resources or promotional items developed with the grant funds. These documents may be published for community use on the Program's website or other distribution mechanisms.

**9.5** The FAR for the project must be properly completed and signed by an authorized representative having legal and/or financial signing authority for the organization. The FAR must also be accompanied with the appropriate source documentation as outlined in the instructions.

- 9.6** Recipients must provide access, upon request, to the Minister or Minister's representative, or auditors engaged by the Minister, to all financial documents and records relative to all expenses and revenues related to the project including the program grant funding as set out in the agreement.
- 9.7** Recipients shall permit, if requested, the Minister or Minister's representative, or auditors engaged by the Minister, to examine during regular business hours, the books or records relating to the project for which the program funding was used as set out in the agreement.
- 9.8** Records should be kept for seven years from the date of the notification letter of file closure from program staff.
- 9.9** Any recipient that does not comply with the reporting requirements will be ineligible to receive additional funding from any Government of Alberta grant program until acceptable reporting is provided. A breach of any requirement in the grant agreement may result in the Government of Alberta requesting the return of the grant funds and if appropriate, pursuing legal action.
- 9.10** If the grant recipient is applying for new funding, overdue financial reporting relating to other Alberta Culture and Status of Women grants must be provided to the relevant grant program(s) in a satisfactory manner.

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## 10. ACKNOWLEDGEMENT STANDARDS & REQUIREMENTS

- 10.1** Recipients of Program funds are to acknowledge the Government of Alberta wherever possible and appropriate (see 10.2).
- 10.2** The Government of Alberta logo is available upon request and recognition of funding can be achieved in a variety of ways:
- News release or submitted article to local/regional media
  - Social media channels such as Twitter, Facebook, and blog postings, etc.
  - Organization's website or newsletter
  - Signage, either temporary or permanent

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## 11. CONFLICT OF INTEREST

- 11.1** In addition to complying with the program guidelines and the Community Development Grants Regulation, an individual affiliated with a grant recipient should not place themselves in an apparent or actual conflict of interest when using the grant funds. A conflict of interest arises when

a conflict between an individual's personal interests (what they could gain financially or otherwise) and their duty to administer the grant funds in an accountable and transparent manner are in question.

- 11.2** A conflict of interest may be actual or perceived.
- *Actual conflict exists where an individual's personal interests could improperly influence the recipient's duty to utilize the grant funds in a responsible and accountable manner. For example, an individual employed by the recipient wants to use the grant funds to rent space from a private company owned by the individual. An actual conflict of interest exists because the individual personally benefits from this decision.*
  - *Perceived conflict of interest exists when there is the appearance that an individual has a private interest that could improperly influence the individual's duty to act in the best interests of the grant recipient.*
- 11.3** Whether a conflict of interest is categorized as actual or perceived, the individual affiliated with the grant recipient should avoid placing themselves in a situation where their personal interest could interfere with their duty to be transparent and accountable with the use of the grant funds. For example, the individual should ensure that their family members or the businesses they have an interest in, have no involvement with the project and in no way personally benefit from the Government of Alberta funding that was provided.
- 11.4** As soon as reasonably possible after becoming aware of a personal interest that causes or is likely to cause a conflict of interest in relation to the use of the grant, the grant recipient must give notice of the conflict to the Minister, through the Program staff. After giving notice of a conflict, the grant recipient may not commence nor continue the project until instructed to do so by the Program staff. If, in the opinion of the Minister, a conflict of interest warrants such action, the recipient may be given notice of termination of the agreement and be required to return the grant funds.

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## 12. FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

- 12.1** The personal information that is provided on the grant application form will be used for the purpose of administering the Program and advising the applicant of grant program updates and relevant Ministry initiatives. It is collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act (FOIP Act)* and is protected by the privacy provisions of the FOIP Act.
- 12.2** The *FOIP Act* applies to any information that is provided to Alberta Culture and Status of Women. This information may be disclosed in response to an access request under the *FOIP Act*, subject to any applicable exceptions to disclosure under the *FOIP Act*.

- 12.3** Please note, once an application has been approved and funding issued to an organization, the grant recipient, project, amount funded, community/city, and fiscal year become a matter of public record. Information on grants awarded by Government of Alberta programs is published on the Government of Alberta Grant Payments Disclosure database at the following link: <https://extranet.gov.ab.ca/env/previous-grant-recipients-database>.
- 12.4** If agreed to by the applicant on the application form, occasionally, Alberta Culture and Status of Women may contact applicant organizations to provide information about Ministry initiatives or announcements related to the following:
- Grant program changes, funding announcements and opportunities to provide input/opinion on programs.
  - Awareness of Ministry resources available to the nonprofit sector including Ministry sector events.
- 12.5** Only authorized contact representatives noted in the grant application may request specific information about grant applicants from the Program office.
- 12.6** For questions about the collection and use of this information, please contact program staff.

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## 13. OFFICE CONTACT INFORMATION

- 13.1** General contact and address information for the CIP Project-Based is:

**Multiculturalism, Indigenous and Inclusion Grant  
Culture and Status of Women**

212, 17205 - 106A Avenue NW  
Edmonton, AB T5S 1M7

**Main line:** 780-422-9598

**Toll-free:** 1-800-642-3855

**Email:** [MIIGprogram@gov.ab.ca](mailto:MIIGprogram@gov.ab.ca)

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## 14. GUIDELINES REVIEW

- 12.7** These guidelines will be reviewed, at a minimum, every three years to ensure they best support the needs of Alberta's communities as well as align with best practices in grant administration.