

# Innovation and Best Practices in School Nutrition

## Call for Proposals

### Overview

The Government of Alberta is providing up to \$500,000 in grant funding to one or more non-profit organizations (NPOs) to identify, analyze, and document innovative and best practices in nonprofit–school authority nutrition partnerships across the province, for use by Alberta school authorities in strengthening nutrition program delivery in their communities.

This initiative supports a province-wide strategy for building stronger nutrition partnerships in education for school authorities, with tailored best practices for rural, rural-urban, and urban contexts.

School authorities recognize the importance of school nutrition programs but may experience challenges locating suitable nutrition partners in their communities. This program intends to support these authorities by helping them find and engage with reputable non-profit school nutrition providers or by otherwise providing strategies for nutrition programming in areas where opportunities for suitable partnerships may not exist.

### Timeline

2025/26 school year, with final deliverable complete in advance of 2026/27 school year.

### Project Outcomes

The project will support school authority capacity to operate and manage school nutrition programs in their communities.

The selected NPO(s) will be expected to produce a report, list of recommendations, or other deliverable to be shared with school authorities that includes all or some of the following elements:

- Evaluation of effectiveness, scalability, and sustainability of various school nutrition program delivery models.
- Best practices for rural and urban authorities tailored to their unique geographic and cultural contexts.
- Advice and resources for northern, remote and school authorities with high Indigenous populations to improve nutrition program delivery, especially in areas where suitable opportunities for community or non-profit partnerships may not exist.
- Strategies for school authorities not currently engaged in a partnership to find and engage with a non-profit nutrition provider.
- A list of resources or community organizations dedicated to nutrition program delivery or education across the province.
- Best practices related to effective program administration and delivery (e.g. how to best leverage local partnerships or community organizations).

### Eligibility

To be eligible for the Innovation and Best Practices in School Nutrition Grant, the applicant must:

1. Be registered as an NPO.
2. Not currently be contracted to an Alberta school jurisdiction to directly prepare meals for students.
3. Demonstrate capacity to research, collaborate, and advise on best school nutrition practices across broad cultural and geographic contexts.

*For the purposes of this Call for Proposals, NPOs are defined as self-governing organizations that serve the public benefit, generate social capital but do not distribute profit to members, involve participation on a voluntary basis, and are independent or institutionally distinct from the formal structures of government and the for-profit sector.*

### Reporting

The selected NPO(s) will be expected to produce:

- A finalized project workplan and timeline.

- Midpoint progress report.
- Draft report and best practices document(s).
- Final report and best practices documents.

## Invitation to Submit a Proposal

NPO(s) that meet the eligibility requirements above are invited to complete a project proposal and the *Application for Conditional Grant Funding* form and submit both to Alberta Education and Childcare for the Innovation and Best Practices in School Nutrition Program.

**Both the proposal and application form are due on or before December 15, 2025, at 4:30 p.m. Email confirmation will be sent upon receipt of the proposal.**

**Alberta Education and Childcare is not responsible for failures (technical or otherwise) that may result in a proposal not being received by the Call for Proposals closing date and time.**

Only proposals that meet all eligibility requirements and submitted on time will be considered for funding.

If selected, your organization will receive a conditional grant to a maximum of \$500,000. Funding can support costs related to:

- Research.
- Information and data collection.
- Local engagement.
- Production of deliverable.

Funds may not be used for food preparation or delivery.

## Proposal Requirements

Proposals must include the following information:

1. **Proposal Title Page:**  
Name of NPO and the key contact. Names of partner organizations (if any). Proposals must not be submitted by individuals, school jurisdictions, or schools.
2. **Executive Summary:**  
Overview: A brief description of the proposal, including an overview of the intended approach, methodology, and anticipated deliverables.  
  
Partners: Identify partners involved including each partner's role(s) and responsibilities within the project.
3. **Organizational Profile and Qualifications:**  
A description of the firm/organization and its capacity to produce the deliverable.
4. **Budget:**  
Provide an itemized budget indicating the requested amount up to a maximum of \$500,000 and how the funding will be spent. Include any funds and/or in-kind support that will be provided by partners.
5. **References and Relevant Work Samples**  
Include two references and one work sample relevant to school nutrition research and reporting.
6. **Signatures:**  
Ensure all partners involved have signed the proposal or included signed letters of support.

## Submission Process

Both the proposal, including an itemized budget and Application for Conditional Grant Funding must be submitted electronically (email) on December 15, 2025, by 4:30 p.m. using Microsoft Word or PDF format to:

[SchoolNutrition@gov.ab.ca](mailto:SchoolNutrition@gov.ab.ca)

In the email subject line, please include:

**Innovation and Best Practices in School Nutrition Proposal.**

You will receive an email to confirm receipt of your proposal.

*The Application for Conditional Grant Funding form and a proposal template are available on Alberta.ca. Vendors are strongly encouraged to use the supplied template.*

## **Information Session**

An online information session will be held on December 2, 2025, at 2:00 p.m. Information about accessing this session is available by contacting the email address below.

## **Contact Information**

For further information about the current School Nutrition Program or about this opportunity, please contact:

Education and Childcare | School Nutrition Program

✉ [SchoolNutrition@gov.ab.ca](mailto:SchoolNutrition@gov.ab.ca)

☎ 780-427-9296 (dial 310-0000 first for toll-free access in Alberta).

*Alberta Education and Childcare reserves the right to cancel this Call for Proposals at any time and/or not award any conditional grants as a result of this Call for Proposals.*