



Northern and Regional Economic Development (NRED) Program

Application Companion Guide – 2025/2026

Northern and Regional Economic Development Program Application Companion Guide

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Introduction

This guide is designed to support you in completing your NRED grant application. It includes a step-by-step walkthrough of the online application process, along with an appendix containing all the questions you will encounter during the application. Whether you're preparing your responses in advance or navigating the portal for the first time, this resource will help ensure a smooth and successful application experience.

Important Dates for NRED Intake 4 (2025/2026)

Open for applications: September 3, 2025

Application deadline: 11:59 PM (Mountain Standard Time) on November 28, 2025

Funding decision notification: March 2026

Getting started

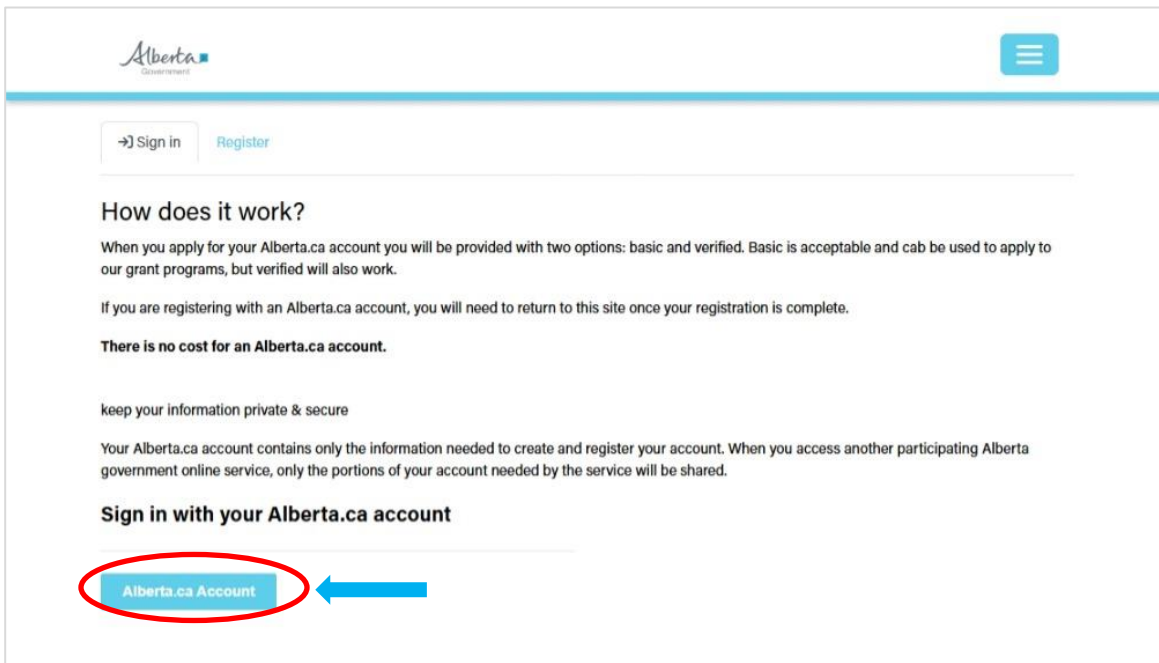
Access the Portal

Open your browser (Google Chrome or Microsoft Edge is recommended) and access the online application portal: <https://EconomicDevelopmentPrograms.Alberta.ca/>

Or, you can access the portal via the [NRED webpage](#), under the “**How to Apply**” section.



In the application portal, first sign in with your Alberta.ca account:



Alberta.ca Account

You will be taken to the Alberta.ca account sign in page and prompted to create a user account OR sign in if you have an existing Alberta.ca account.

Alternatively, you can sign in using an existing Google or Microsoft account.

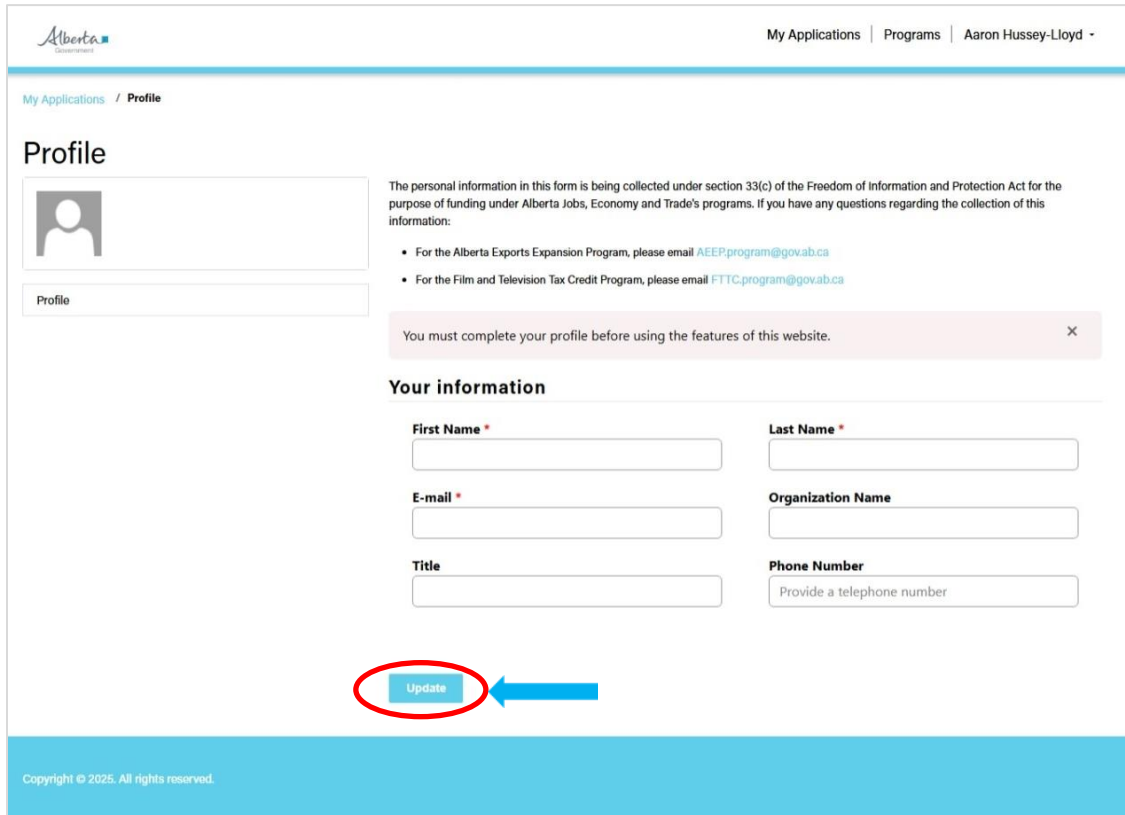
The image displays two stages of the Alberta.ca account sign-in process. The first stage, titled "Sign in to Alberta.ca Account for personal use", features a form with an "Email or username" field, a "Continue" button, and social login options for Google and Microsoft. A blue arrow indicates the flow to the second stage, "Welcome back", which includes an "Email address" field (pre-filled with "example@email.com"), a "Password" field with a visibility toggle, a "Forgot password?" link, and a "Sign in" button. A "Back to sign in options" link is located at the bottom of the second stage.

Once an account has been created, you will gain access to the online application portal that hosts the online forms required for application.

If you have difficulties signing in, please try one of the following options:

- If you know you have an Alberta.ca account but **forget the email or username** associated with it click the “**Find my Account**” link and follow the instruction on the page to recover your account.
- If you have **forgotten your Alberta.ca account password**, enter your email or username and click continue, you will then be prompted for your password, click the “**Forgot password?**” link and follow the instructions to reset your password.
- Contact the Alberta.ca Account team at:
1-844-643-2789 or alberta-ca.account@gov.ab.ca
- Fill out the online form at: <https://www.alberta.ca/alberta-ca-account-contact.aspx>

After signing in to the online application portal for the first time, you will be asked to complete your profile. Please complete with the requested information and click **“Update”**.



Alberta Government

My Applications | Programs | Aaron Hussey-Lloyd

My Applications / Profile

Profile

The personal information in this form is being collected under section 33(c) of the Freedom of Information and Protection Act for the purpose of funding under Alberta Jobs, Economy and Trade's programs. If you have any questions regarding the collection of this information:

- For the Alberta Exports Expansion Program, please email AEEP.program@gov.ab.ca
- For the Film and Television Tax Credit Program, please email FTTC.program@gov.ab.ca

You must complete your profile before using the features of this website. ×

Your information

First Name *

Last Name *

E-mail *

Organization Name

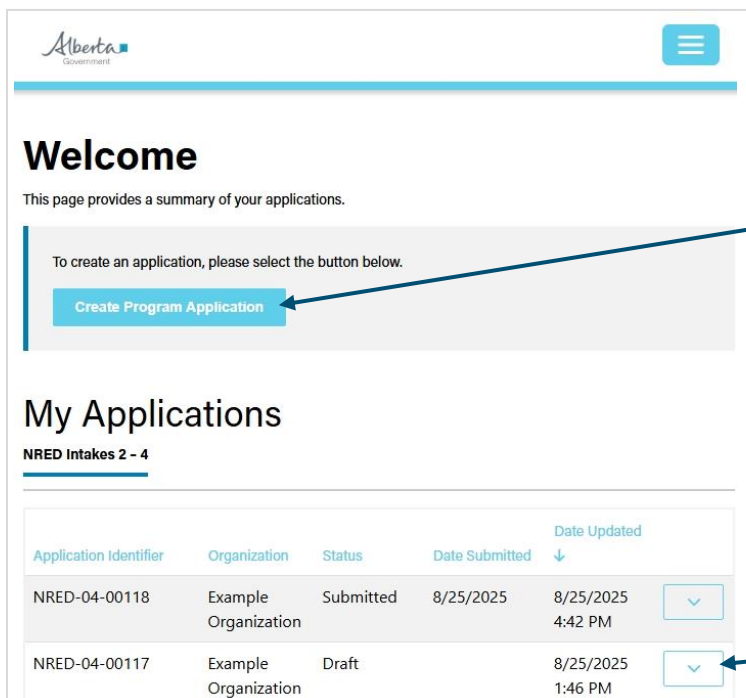
Title

Phone Number
Provide a telephone number

Update

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Once a new account and user profile has been created or you have signed in using an existing account, you will be taken to the main Welcome page. On this page, you will find all submitted and draft applications under **“My Applications”**.



Alberta Government

Welcome

This page provides a summary of your applications.

To create an application, please select the button below.

Create Program Application

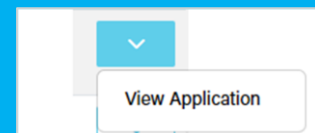
My Applications

NRED Intakes 2 - 4

Application Identifier	Organization	Status	Date Submitted	Date Updated	
NRED-04-00118	Example Organization	Submitted	8/25/2025	8/25/2025 4:42 PM	<input type="button" value="View Application"/>
NRED-04-00117	Example Organization	Draft	8/25/2025	1:46 PM	<input type="button" value="View Application"/>

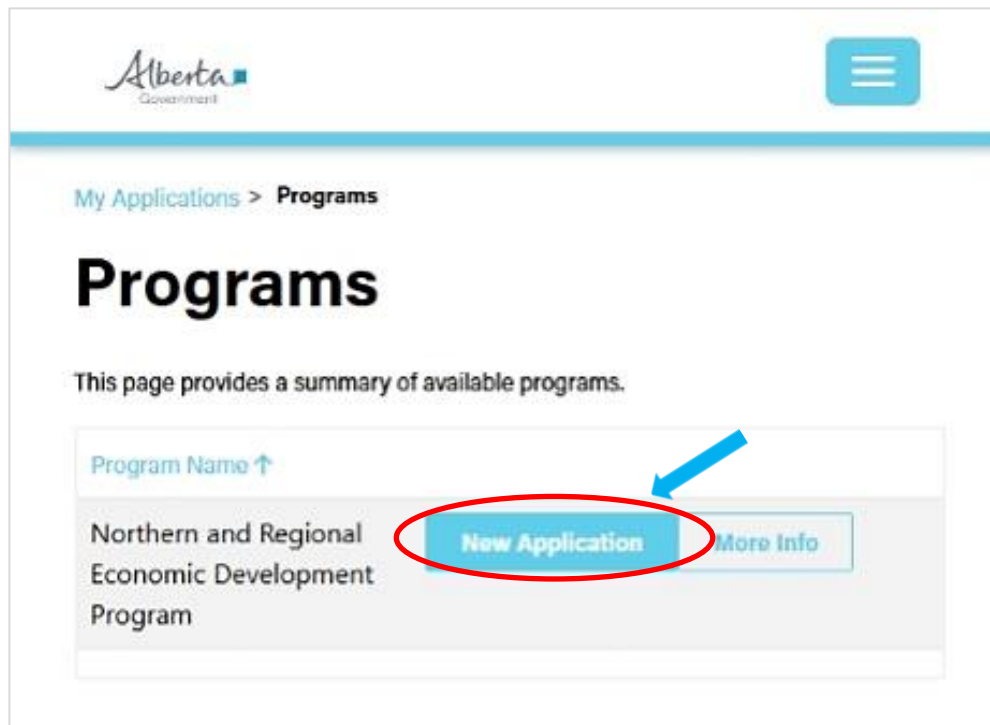
To begin a new program application, click here. You can apply for multiple programs from this dashboard. All the programs available will be listed on the page.

Clicking this button next to one of your existing applications and then clicking **“View Application”** will allow you to either continue a draft application or view an application which has been submitted.



Northern and Regional Economic Development (NRED) Program Application

When applying for the NRED program, please click “**New Application**” on the “**Northern and Regional Economic Development Program**” row in the program listing to begin the application process.



Before you begin, some helpful tips:

- Fully review the **Program Guidelines** before starting an NRED application and contact the program with any questions you might have about the NRED program:
 - Email: NRED.Program@gov.ab.ca
 - Phone: 1-833-538-NRED (1-833-538-6733)
- When working on your application, we recommend using this **Application Companion Guide** alongside the **Program Guidelines**. You may draft your responses in a Word document first, this provides a backup and makes it easier to copy your answers into the online portal. You will find a complete list of application questions in [the Appendix](#).
- Have all relevant documentation ready for upload prior to beginning the application. The application will require document upload at the final step of the application process. The following documents are required:
 - Quotes and estimates
 - Letters of commitment from project partners and funding contributors
 - Substantiation of the valuation of in-kind contributions
 - Any additional supplemental project documentation
- When “**Next**” is selected after a page is completed, the page application will automatically save the data inputted up to this point.

When you begin your NRED application, the first page you will see contains important program instructions. Take a moment to read through them carefully.

My Applications > NRED 4 Application

NRED 4 Application

- Instructions
- Organization Name
- Applicant Information
- Applicant Contact
- Project Information
- Project Overview
- Project Budget
- Management and Measures
- Attachments
- Application Support
- Certification
- Submit form

Instructions

Please complete all sections of the Northern and Regional Economic Development (NRED) program application. These sections will need to be completed by eligible organizations seeking funding for projects that align with one or more of the NRED program areas listed below.

Before you begin your application, please note:

- For specific or technical questions about the NRED program or this portal, contact us at NRED.program@gov.ab.ca.
- [Regional Economic Development Specialists \(REDS\)](#) are available to provide advisory services, economic development information, pathfinding support, and connections to tools and resources. They can also provide coaching and advice to strengthen your application.

For a project to be eligible, it must support economic development and have a clear path to achieving tangible and impactful results in one or more of the following areas:

- Increase investment readiness and regional attractiveness for private investment
- Support planning and feasibility studies that lead to economic development enabling investments to boost regional growth
- Support local and regional business and industry, including retention and expansion

Please refer to the Program Guidelines and Companion Guide (both of which can be found on the [NRED website](#)) as you complete the application.


In order to proceed to a previous section, please click the "Previous" button contained within the application. Clicking on the internet browser's back button may result in information being lost.

Regions

There are eight economic regions in Alberta, which are defined by Statistics Canada in their Standard Geographical Classification. NRED will use these regions to aggregate and analyze program data for purposes that include administration of the program or to provide statistical information needed to inform future program development.

Later in the application, you will need to select the appropriate region for your project. You can determine the region by clicking on the following links and viewing the list provided:

- [Lethbridge—Medicine Hat](#)
- [Camrose—Drumheller](#)
- [Calgary](#)
- [Banff—Jasper—Rocky Mountain House](#)
- [Red Deer](#)
- [Edmonton](#)
- [Athabasca—Grande Prairie—Peace River](#)
- [Wood Buffalo—Cold Lake](#)



[Next](#)

Once you're ready to proceed, click the "Next" button to start your application.

Organization Name

To be eligible for NRED, an organization must:

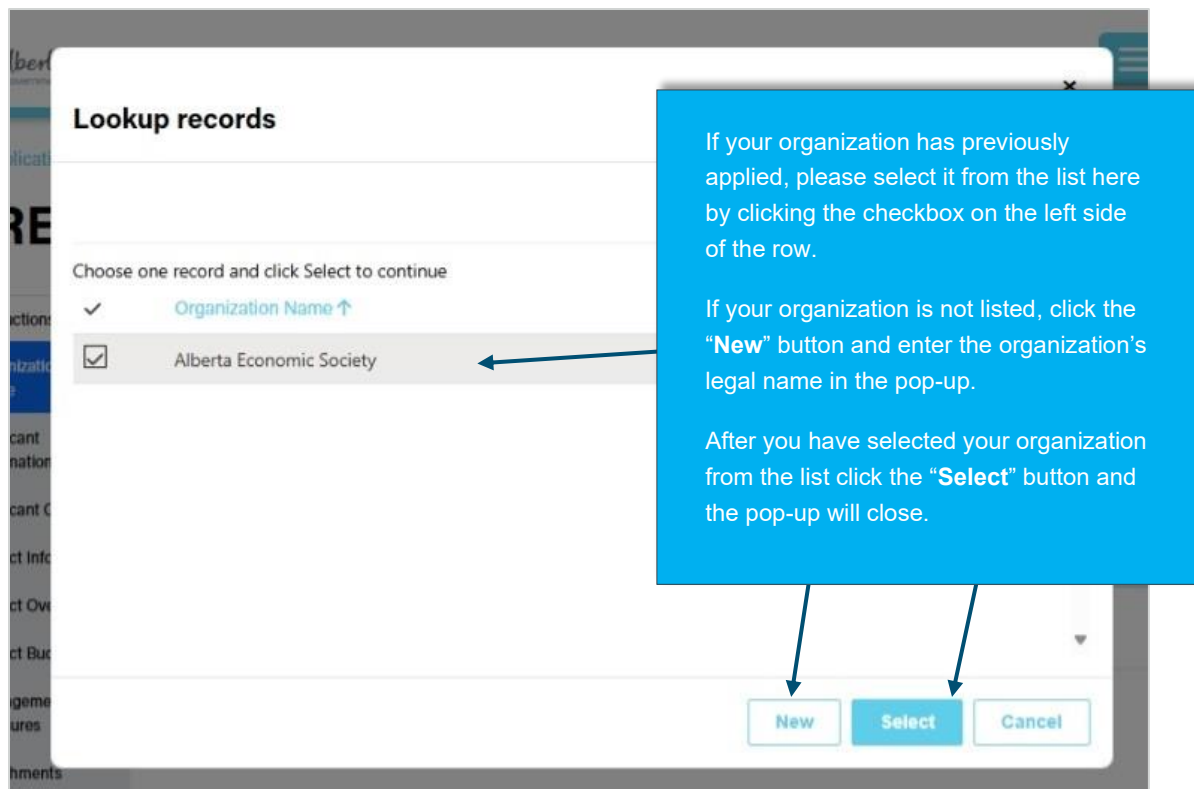
- be based in Alberta;
- be primarily engaged in economic development;
- represent one of the following categories:
 - **Incorporated Non-Profits** with a mandate of economic development, that have been operating for a minimum of one year and are in good standing with any provincial or federal filing requirements.
 - **Municipalities**
 - **Indigenous Communities** (First Nations or Métis Settlements)

On this page, you will select the organization applying for the NRED grant. Follow these steps to make your selection:

1. Click the **spyglass icon** on the right side of the selection box.



2. A pop-up will appear allowing you to select the applicant organization.



Once your organization is successfully selected. Click **Next** to continue.

Applicant Information

This page of the application covers the basic information about your organization. If the organization does not have an operating name, please leave the question blank.

My Applications > NRED 4 Application

NRED 4 Application

Instructions ✓
Organization Name ✓
Applicant Information
Applicant Contact
Project Information
Project Overview
Project Budget
Management and Measures
Attachments
Application Support

Applicant Information

Legal Name of Organization *

Operating Name of Organization

Type of Organization *
Select

Not For Profit Registration Number

Organization Incorporation Date, if applicable
M/D/YYYY

Address of Organization

Address *

City *

Province *
Alberta

Postal Code *

Country *
Canada

Is Mailing Address the same as Address of Organization?

Mailing / Delivery Address if different from above. All correspondence will be mailed to this address

Address *

Province *
Alberta

Country *
Canada

Previous Next

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Text boxes with red stars next to their label must be completed to move forward to the next page of the application

If the organization uses a PO box for mail, it is necessary that you also provide us with the both the physical and mailing addresses of the organization. If the mailing and physical location are the same check this box.

Your draft application will be saved with the new information you have provided when you hit the "Next" button at the end of each page.

CAUTION

If you click "Previous" to return to an earlier page all your progress on the current page will be lost.

If you need to navigate backwards in the application, either complete the current page, click "Next" to save and then navigate backwards from the new blank application page; or backup the in-progress answers by copying them to a text file on your computer.

Once the page is completed, click "Next".

Applicant Contact

For this page you will provide us with contact information for this application and for the potential grant and project.

The screenshot shows the 'NRED 4 Application' form on the Alberta Government website. The form is titled 'NRED 4 Application' and is currently on the 'Applicant Contact' page. The left sidebar contains a navigation menu with options: Instructions, Organization Name, Applicant Information, Applicant Contact (highlighted), Project Information, Project Overview, Project Budget, and Management and Measures. The main content area is divided into two sections: 'Project Manager Contact' and 'Signing Authority Contact'. Each section has input fields for First Name, Last Name, Title, Email, Primary Phone, and Secondary Phone. A checkbox is present below the Project Manager Contact section, labeled 'Is Project Manager Contact the same as Signing Authority Contact?'. At the bottom of the form, there are 'Previous' and 'Next' buttons. A blue footer bar contains the text 'Copyright © 2025. All rights reserved.'.

Project Manager Contact

First Name * [Input Field] **Last Name *** [Input Field]

Title * [Input Field] **Email *** [Input Field]

Primary Phone * [Input Field: Provide a telephone number] **Secondary Phone** [Input Field: Provide a telephone number]

Is Project Manager Contact the same as Signing Authority Contact?

Signing Authority Contact

First Name * [Input Field] **Last Name *** [Input Field]

Title * [Input Field] **Email *** [Input Field]

Primary Phone * [Input Field: Provide a telephone number] **Secondary Phone** [Input Field: Provide a telephone number]

[Previous](#) [Next](#)

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The "Project Manager" is the primary point of contact at the organization for providing information and reporting on your NRED project.



The "Signing Authority" is someone within the organization with the authority to sign a grant agreement in the event your NRED application is successful.



Click "Next" when completed.

Project Information

On this page you will provide high-level information about the project you are planning to complete with your NRED grant. We will be diving more into the details of the project on the next page of the application.

My Applications > NRED 4 Application

NRED 4 Application

Project Information

Project Title *

The "Project Title" should be short and clear. Don't try to go into detail describing the project with its title.

Priority Area *

Select

Please provide a 100 character description of the project (e.g., a feasibility study to expand access to a business park). This description may be used for promotional purposes for successful projects. *

(Max 100 character)

In this section provide an approximately single sentence length, very brief, high-level description of the project.

Write a clear and brief description of the project outcomes (500 characters or 100 words) *

(Max 500 characters or approximately 100 words)

In this section provide a sense of what your organization is hoping to achieve with the completion of this project. Please try to speak to specific measurable outcomes with your answer. You will define specific measures of your project's success later in the application.

Examples for each Project Type can be found in Appendix 6 of the Program Guidelines.

Project Type *

Select

Is your project located in northern Alberta, with 51% or more of the project costs to be spent in the northern region? For the definition of northern region please refer to the Program Guidelines. *

No Yes

NRED uses the Northern Alberta Development Council (NADC) definition of "Northern Alberta". A map of the NADC region can be found here: [NADC Region Map](#)

Proposed Project Start Date *

M/D/YYYY

Select the industry that this project most supports (choose one) *

Select

Choose the program priority area which most closely fits with your project. Example projects for each of the Priority Areas can be found in Appendix 6 of the Program Guidelines.

Management and Measures

Attachments

Application Support

Links for each region's map can be found below:

[Lethbridge—Medicine Hat](#)

[Camrose—Drumheller](#)

[Calgary](#)

[Banff—Jasper—Rocky](#)

[Mountain House](#)

[Red Deer](#)

[Edmonton](#)

[Athabasca—Grande](#)

[Prairie—Peace River](#)

[Wood Buffalo—Cold Lake](#)

Brief explanation how the project investment will be leveraged in the community (M

(Max 1000 characters or approximately 200 words)

For this question we are looking for a description of how the project will complement, advance, support other initiatives or investments in the community.

Select the Region that best fits your project's location (see the appendix for regional breakdown in the program guidelines) *

Select

Create

Organization Name ↑ Operating Name of Organization Type of Organization Partner Contact Name Main Phone

There are no records to display.

Number Of Project Collaborators

0

Provide details on how the project collaborators will contribute to the project

In this question we are looking to get a deeper understanding of the partnership between your organization and the other project collaborators.

An important element of the NRED program is collaboration. This is the list of the organizations collaborating on this project. To add a project collaborator, click the "Create" button.

Once clicked a pop-up will appear where you can provide details about the Project Partner. Once you have entered all the partner details click the "Submit" button in the pop-up to close it.

Project Collaborator

Legal Name of Organization *

Operating Name of Organization

Organization Type *

Select

Collaborator Contact Name *

Phone Number

Provide a telephone number

Submit

You should then see the new collaborator added to the list.

If a project collaborator you have added needs to be edited or deleted, click the arrow to the right of their entry row on the list.

(780) 555-5555

Delete

Edit

Project Overview

This section of the application is designed to offer further details about the project and its goals. By reviewing the information on this and the previous page, readers should gain a comprehensive understanding of the project and its objectives.

Applicants should detail their project comprehensively, emphasizing the project's alignment with the program's strategic priorities as described in the **Program Guidelines**. The project description should include clear, tangible, and measurable economic benefits, outlining the overall regional impact of the project.

The screenshot shows the 'Project Overview' section of the NRED 4 Application. On the left is a navigation menu with the following items: Instructions ✓, Organization Name ✓, Applicant Information ✓, Applicant Contact ✓, Project Information ✓, Project Overview (highlighted in blue), Project Budget, Management and Measures, Attachments, Application Support, Certification, and Submit form. The main content area is titled 'Project Overview' and contains an 'Overview' section. It includes two text input fields, each with a placeholder '(Max 3,000 characters or approximately 600 words) *'. The first field is preceded by the instruction: 'Be specific and concise. This section serves as an executive summary of your project. Identify and describe the issue or problem that the project will address (Max 3,000 characters or approximately 600 words) *'. The second field is preceded by: 'Describe the expected result or benefit of the project and how the project will address the issue or problem described above (Max 3,000 characters or approximately 600 words) *'. The top of the page features the Alberta Government logo and a hamburger menu icon.

Project Impact and Outcomes (Why the project is needed)

Please select the following priority area(s) your project directly aligns with and provide evidence of tangible and measurable economic impact benefits on the community and/or industry. Please refer to definitions section of the Program Guidelines (Max 3,000 characters or approximately 600 words)

- Increase investment readiness and regional attractiveness for private investment (This involves initiatives that make regions more appealing to investors and improve their readiness to attract and support investments.)**
- Support planning and feasibility studies that lead to economic development enabling investments to boost regional growth (This includes funding for studies and plans that pave the way for future economic development projects, ensuring they are well-prepared and viable.)**
- Support local and regional business and industry, including retention and expansion (This focuses on supporting existing businesses and industries within the regions to help them grow, expand, and remain viable.)**

In the second half of this application page, select all the checkboxes that apply to your project. For each checkbox you click, additional fillable text boxes will appear for you to provide further project details relevant to that priority

Previous

Next

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When you have completed the page, click “Next”.

Project Budget

Please use this page to provide us with information on the costs associated with your project.

The screenshot shows the 'Project Budget' section of the 'NRED 4 Application' form. On the left is a navigation menu with options: Instructions, Organization Name, Applicant Information, Applicant Contact, Project Information, Project Overview, Project Budget (highlighted), Management and Measures, and Attachments. The main content area is titled 'Project Budget' and 'Eligible Project Costs for NRED Support'. It contains three sections: 'Professional Services Fees (cannot include legal or accounting)', 'Project Management Fees', and 'Training or Workshop Facilitators/Providers'. Each section has a 'Description' text box and an 'Eligible Cost' field with a dollar sign and '0.00'.

IMPORTANT

When completing this section, please refer to the full list of eligible and ineligible expenses for the NRED program. This list is available in the **Program Guidelines**.

Provide a description and amount for any eligible project costs associated with the cost category.

This information will help determine your requested grant amount.

Economic Development Officer	
Description	Eligible Cost
<input type="text"/>	\$ 0.00
Other 1	
Description	Eligible Cost
<input type="text"/>	\$ 0.00
Other 2	
Description	Eligible Cost
<input type="text"/>	\$ 0.00
Other 3	
Description	Eligible Cost
<input type="text"/>	\$ 0.00
Other 4	
Description	Eligible Cost
<input type="text"/>	\$ 0.00
Other 5	
Description	Eligible Cost
<input type="text"/>	\$ 0.00
Total Eligible Project Costs	
\$ 0.00	
Requested Grant Amount *	
\$ 0.00	
<p>The Alberta Government funding cannot exceed 75% of the total eligible project costs for applicants that are Indigenous (First Nations or Metis Settlement). For all other applicants, the Alberta Government funding cannot exceed 50% of the total eligible project costs.</p>	
Other Ineligible Project Costs (i.e., not eligible for NRED support)	
Other 1	
Description	Ineligible Cost
<input type="text"/>	\$ 0.00
Other 2	
Description	Ineligible Cost
<input type="text"/>	\$ 0.00
Other 3	
Description	Ineligible Cost
<input type="text"/>	\$ 0.00
Other 4	
Description	Ineligible Cost
<input type="text"/>	\$ 0.00
Other 5	
Description	Ineligible Cost
<input type="text"/>	\$ 0.00
Total Ineligible Project Costs	
\$ 0.00	

Wages and salary for existing staff are **NOT** eligible costs for the program.

NRED's contribution will not exceed \$12,500 per the program guidelines.

5 entries are provided for project costs that are eligible per the guidelines but not captured by one of the existing cost categories.

The eligible expenses will be added up and the amount requested for the NRED grant will be calculated automatically:

For Indigenous applicants the requested grant amount is 75% of eligible costs.

For all other applicants the requested grant amount is 50% of eligible project costs

Minimum requested grant amount: **\$10,000**

Maximum requested grant amount: **\$300,000**

To ensure we have a full understanding of the project you are applying for we ask that you provide us details on other costs related to the project which are not eligible for NRED.

Funding/Contributions

For First Nations or Metis Settlement applicants: This represents your contribution, which must equal or exceed 25% of the Total Eligible Project Costs.

For all other applicants: This represents your contribution, which must equal or exceed 50% of the Total Eligible Project Costs.

[Create](#)

Name of Contributor ↑	Type of Organization	Type of Funding	Cash	In-Kind	Actual Cash	Actual In-Kind	Additional Details
There are no records to display.							

Total Applicant Sourced Contributions
\$ 0.00

Total Project Costs
\$ 0.00

[Previous](#)[Next](#)

As outlined in the **Program Guidelines**, you may include up to 20% of your eligible costs or \$15,000 (whichever is less) in in-kind contributions.

You will not be able to proceed with the application until financial contributions covering the full non-NRED portion of your project costs are substantiated.

Once all required financial details are entered and verified, click **“Next”** to continue.

This is the list of organizations financially contributing to the project. To add a contributor, click the **“Create”** button. In the pop-up, provide the details on the contributor.

Name of Contributor *

Type of Organization *

Select ▼

Cash

\$ 0.00

In-Kind

\$ 0.00

Type of Funding *

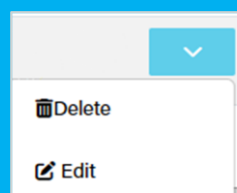
Select ▼

Additional Details

When you have completed all the information click **“Submit”**.

NOTE: The applicant organization itself should be included in the listing of organizations financially contributing.

If you need to edit or remove a financial contributor, click the **arrow icon** to the right of their entry's row.



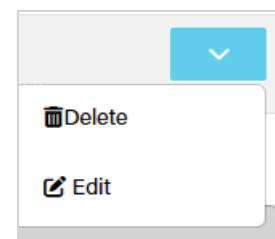
Management and Measures

On this page you will provide details on what steps will be required to complete your project as well as information related to what the end results of your project will be.

This page contains two separate lists. To add an item, click the “**Create**” button. A pop-up window will appear where you can enter the required details (see screenshots on the next page). Once you have filled in all the necessary information, click “**Submit**” to add the item to the list.

To edit or delete an existing entry, click the **arrow icon** on the right side of the entry’s row.

After you have added all your entries to both lists, click “**Next**” to continue.



Project Measures and Success Indicators pop-up

What is the measure type? *

Select ▼

What is the measure? *

What is the target or expected result? *

Describe the measure and provide a rationale. *

What is the measurement method? *

Submit

How will you be collecting the data for this measure? (e.g. surveys)

The Measure types are “**Outcome**” and “**Output**”, they are differentiated in this way:

Outputs are the **direct, tangible products or services** delivered by a project. They reflect **what** the project did or provided. (e.g. number of training sessions provided)

Outcomes are the **changes or results** that occur as a consequence of the program’s outputs. They reflect **why** the project matters, such as improvements in knowledge, behavior, or economic conditions. (e.g. percentage of workshop participants who started a business)

Milestones, Risks and Management pop-up

What’s the milestone name? *

What is the milestone start date? *

M/D/YYYY 📅

What is the milestone end date? *

M/D/YYYY 📅

Explain the milestone’s importance *

List the team members responsible for reaching this milestone *

List the key steps that will lead to the achievement of this milestone *

List the risks that could jeopardize reaching this milestone. *

Provide a plan to mitigate the identified risks. *

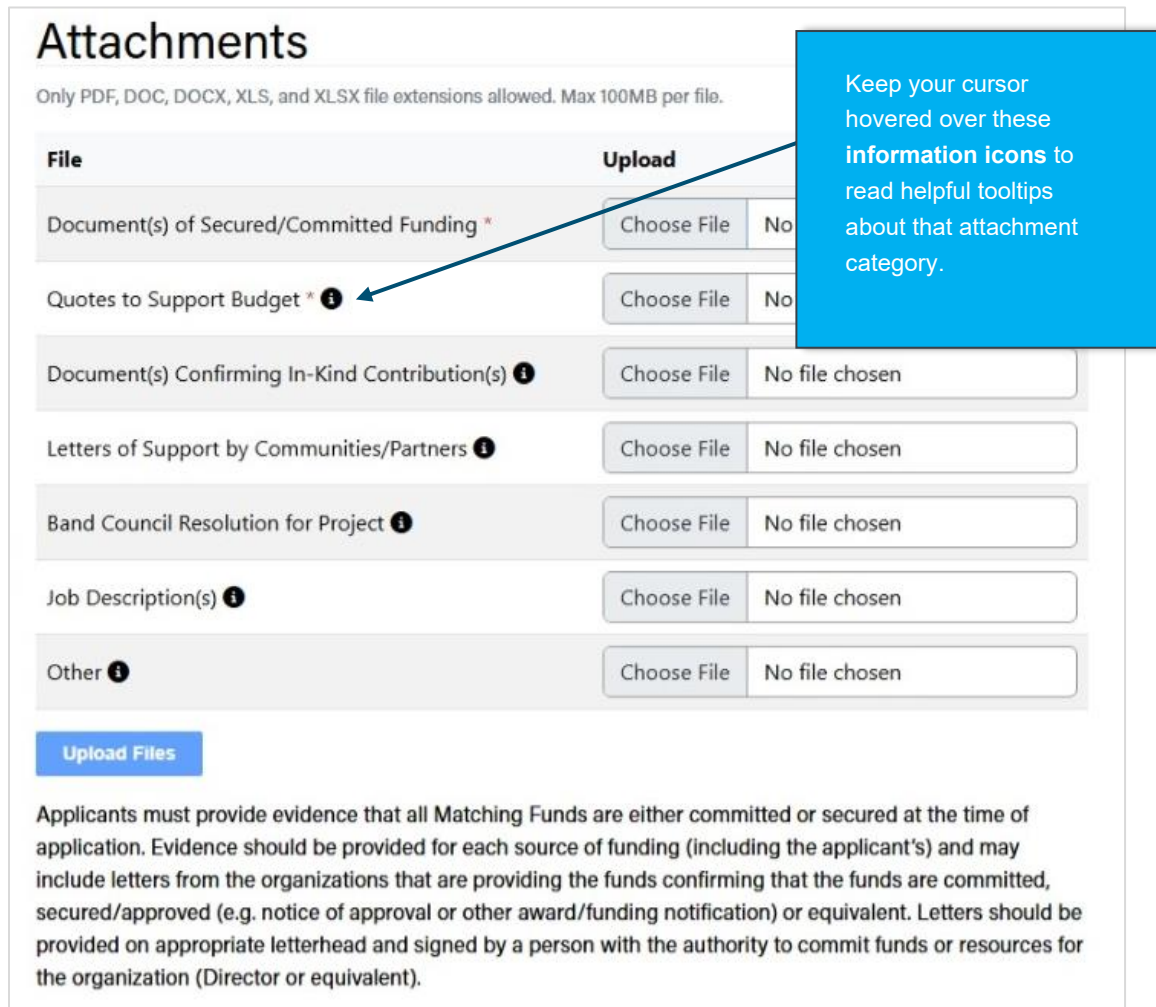
Submit

Help us understand the full process involved in completing your project—from start to finish. This section allows you to demonstrate a clear understanding of the project scope, key activities, timelines, and potential risks.

By outlining your plan, you show us that you have thoughtfully considered what the project entails and have strategies in place to address challenges that may arise. A well-developed plan increases confidence in your project’s success and helps ensure it stays on track.

Application Attachments

On this page, you will upload the supplemental documents for your NRED application. Not all documents in the list will necessarily apply to your project. Once you have selected the files you wish to upload by clicking the “**Choose File**” button for each relevant category, click the “**Upload Files**” button to start the upload process. We accept only one attachment per category, except for the “**Other**” category. After uploading one “**Other**” category attachment, you can continue to upload additional “**Other**” documents. Supporting documents such as letters of support, regulatory approvals, and project plans should also be included to strengthen the application.



The screenshot shows the 'Attachments' section of an application form. It features a table with columns for 'File' and 'Upload'. The rows include categories like 'Document(s) of Secured/Committed Funding', 'Quotes to Support Budget', 'Document(s) Confirming In-Kind Contribution(s)', 'Letters of Support by Communities/Partners', 'Band Council Resolution for Project', 'Job Description(s)', and 'Other'. Each row has a 'Choose File' button and a status indicator. A blue tooltip box on the right contains the text: 'Keep your cursor hovered over these information icons to read helpful tooltips about that attachment category.' An arrow points from the tooltip to an information icon (i) next to the 'Quotes to Support Budget' category. Below the table is an 'Upload Files' button and a paragraph of instructions regarding matching funds.

File	Upload
Document(s) of Secured/Committed Funding *	Choose File No
Quotes to Support Budget * ⓘ	Choose File No
Document(s) Confirming In-Kind Contribution(s) ⓘ	Choose File No file chosen
Letters of Support by Communities/Partners ⓘ	Choose File No file chosen
Band Council Resolution for Project ⓘ	Choose File No file chosen
Job Description(s) ⓘ	Choose File No file chosen
Other ⓘ	Choose File No file chosen

Upload Files

Applicants must provide evidence that all Matching Funds are either committed or secured at the time of application. Evidence should be provided for each source of funding (including the applicant's) and may include letters from the organizations that are providing the funds confirming that the funds are committed, secured/approved (e.g. notice of approval or other award/funding notification) or equivalent. Letters should be provided on appropriate letterhead and signed by a person with the authority to commit funds or resources for the organization (Director or equivalent).

Uploaded documents will appear under the “**Currently uploaded attachments**” header and can be removed, if necessary, by clicking the “**Delete**” button to the right of the document’s row:



The screenshot shows the 'Currently uploaded attachments' section. It contains a table with columns for 'Title' and 'File Name'. The first row shows 'Job Description(s)' and 'Job Description 1.pdf'. A red circle highlights a 'Delete' button to the right of the row, with a blue arrow pointing to it.

Title	File Name
Job Description(s)	Job Description 1.pdf

When you have completed uploading your application attachments, click “**Next**”.

Application Support

On this page you will indicate whether your organization sought advice or received support from anyone in the Government of Alberta, such as a Regional Economic Development Specialist (REDS) or NRED program staff on the application.

This information helps us understand how often applicants are using available application supports and is part of our ongoing efforts to evaluate and improve the NRED program.

The screenshot shows the 'Application Support' section of the NRED 4 Application. On the left is a vertical navigation menu with the following items: Instructions, Organization Name, Applicant Information, Applicant Contact, Project Information, Project Overview, Project Budget, Management and Measures, Attachments, Application Support (highlighted in blue), Certification, and Submit form. The main content area is titled 'Application Support' and includes the following text:

For specific or technical questions related to the NRED program, please contact NRED.program@gov.ab.ca.

Regional Economic Development Specialists (REDS) provide advisory services, economic development information, pathfinding support and connections to economic development tools and resources. REDS are available to provide information, coaching and advice on how to strengthen NRED applications. You can find their contact information [here](#).

Did you receive advice or support from anyone within the Government of Alberta while preparing your application (for example, a Regional Economic Development Specialist or an NRED program team member)?

Below the question is a dropdown menu with the text 'Select' and a downward arrow.

At the bottom of the main content area are two buttons: 'Previous' and 'Next'.

When you are ready to proceed, click the “**Next**” button.

Certification and Submit Form

On the next two pages of the application, you will provide your certification of the accuracy of the information you previously provided in the application as well as acknowledge the statement on the Government of Alberta's *Freedom of Information and Protection of Privacy Act* and how it will pertain to the information collected as part of your NRED application.

I, _____, am an authorized signing officer of the applicant and hereby certify that all information contained within this NRED Program application is true, complete and accurate and that all NRED Program funding will be used in accordance with the NRED Program guidelines. I certify that the grant will be applied in the manner described within this application should it be approved by the Minister of Jobs, Economy, Trade, and Immigration.

Yes *

Previous Next

Click the checkbox to confirm that you certify the accuracy of the information in your application. Once checked, click the "Next" button.

Click here to return to the online application portal "My Applications" list without submitting, your application will be saved as a draft. Just don't forget to submit before the deadline!

My Applications > NRED 4 Application

NRED 4 Application

Submit Form

Freedom of Information and Protection of Privacy Act

The personal information collected through the designated online application portal for the Northern and Regional Economic Development (NRED) Program is for the purpose of assessing the application being made to the program, to report on aggregated program statistics, to report on the success of approved applications individually and in aggregate, and for compliance purposes related to the terms and conditions of the grant funding. If an opportunity is identified by NRED Program staff, this information may be shared with other Government of Alberta ministries to determine if there is a potential to receive funding through another Government of Alberta ministry. This collection is authorized by section 4(c) of the Protection of Privacy Act. For questions about the collection of personal information, contact the NRED Program Administrator at 1-833-538-6733, by email at NRED.program@gov.ab.ca, or by mail at Jobs, Economy, Trade and Immigration, c/o NRED Program Administrator, 8th Floor, Commerce Place, 10155 – 102 Street NW, Edmonton, AB T5J 4G8.

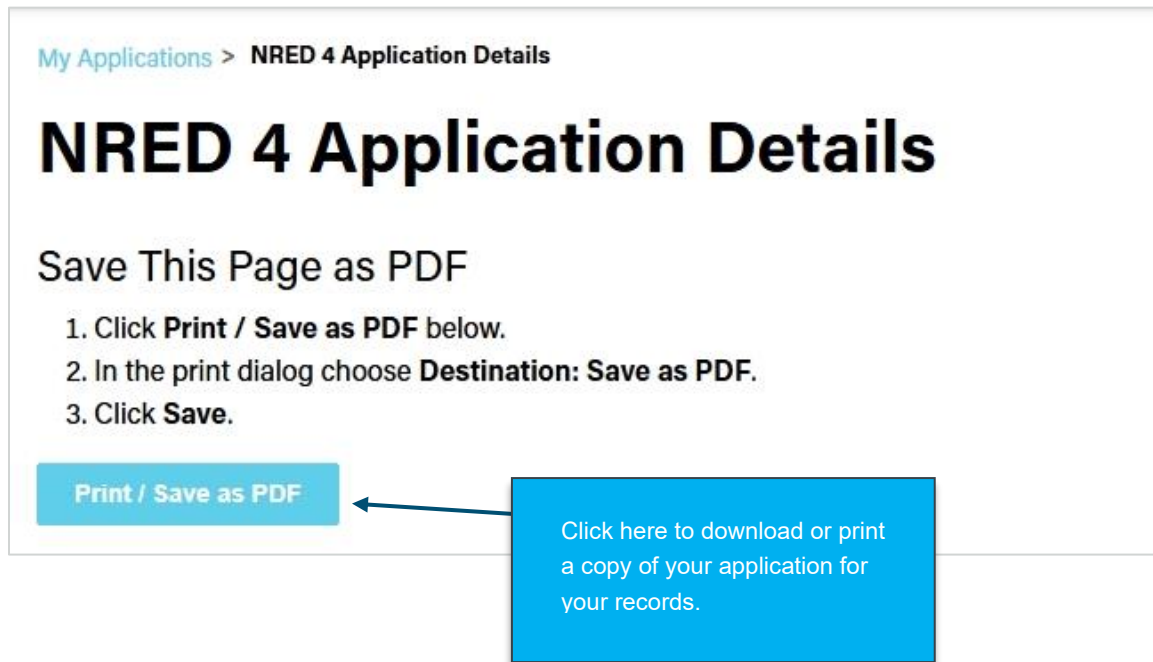
Previous Submit

Once you submit your application you will not be able to make any edits to it through the online application portal. Only click the "Submit" button when you are ready. If you are not prepared to submit yet and would like to be able to edit the application later simply click the "My Applications" link in the top left of the webpage to return to the online application portal homepage. The application will be in the "Draft" status. From the "My Applications" list you can continue work on the application by clicking the **arrow icon** button on the right side of the row for the draft NRED application and then the "View Application" button (see screenshots on [page 5](#)).

Post-submission

After clicking the “**Submit**” button on the last page of the application you will be shown the full submitted application in its entirety. From here you can either save a copy as a PDF or print the full completed application.

You will also receive an email confirming the submission of your application and the application will appear as having the status “**Submitted**” on the “**My Applications**” list.



The screenshot shows a web interface for "My Applications > NRED 4 Application Details". The main heading is "NRED 4 Application Details". Below it, the text "Save This Page as PDF" is followed by a numbered list: 1. Click **Print / Save as PDF** below. 2. In the print dialog choose **Destination: Save as PDF**. 3. Click **Save**. A blue button labeled "Print / Save as PDF" is visible. A blue callout box with an arrow pointing to the button contains the text: "Click here to download or print a copy of your application for your records."

Ahead of the application submission deadline, if it is necessary to make changes to a submitted application or if there are supplemental documents you were unable to attach before submitting, please email the program inbox: NRED.Program@gov.ab.ca.

Program staff will be in contact with your organization via email about the result of your submitted application(s) in Spring 2026.

Appendix – Full Application Questions List

Below is a full list of the questions in the NRED Intake 4 (2025/2026) application form. The start of each question is marked with a  and mandatory questions end in a *****.

Applicant Information

 **Legal Name of Organization***

 **Operating Name of Organization**

 **Type of Organization*** - Dropdown with the following options:

- **First Nations**
- **Government**
- **Metis Settlement**
- **Municipality**
- **Not-For-Profit**
- **For-Profit**

 **Not For Profit Registration Number**

 **Organization Incorporation Date, if applicable**

 **Address of Organization (and Mailing Address if different)***

Contact information for project manager and signing authority:

 **First Name***

 **Last Name***

 **Title***

 **Email***

 **Primary Phone***

 **Secondary Phone**

Project Information

 **Project Title***

 **Priority Area*** - Dropdown with the following options:

- **Increase Regional Attractiveness for Private Investment and Investment Attraction Readiness**
- **Support planning and feasibility studies that lead to economic development enabling investments to boost regional growth**
- **Support local and regional business and industry, including retention and expansion**

🔗 Please provide a 100 character description of the project (e.g., a feasibility study to expand access to a business park). This description may be used for promotional purposes for successful projects.*

🔗 Write a clear and brief description of the project outcomes (500 characters or approximately 100 words)*

🔗 Project Type* - Dropdown with the following options:

- Planning/Feasibility Studies
- Training or Events
- Marketing and Investment/Regional Promotion
- Business Retention and Expansion Support
- Other

🔗 Is your project located in northern Alberta, with 51% or more of the project costs to be spent in the northern region? For the definition of northern region please refer to the Program Guidelines.* – “yes” or “no”

🔗 Proposed Project Start Date*

🔗 Proposed Project Completion Date*

🔗 Select the industry that this project most supports (choose the best fit).* - Dropdown with the following options:

- None
- Agriculture, forestry, fishing and hunting
- Mining, quarrying, and oil and gas extraction
- Utilities
- Construction
- Manufacturing
- Wholesale trade
- Retail trade
- Transportation and warehousing
- Information and cultural industries
- Finance and insurance
- Real estate and rental and leasing
- Professional, scientific and technical services
- Management of companies and enterprises
- Administrative and support, waste management and remediation services
- Educational services
- Health care and social assistance
- Arts, entertainment and recreation
- Accommodation and food services
- Other services (incl. personal services)
- Public Administration

🔗 Briefly explain how the project investment will be leveraged in the community (Max 1000 characters or approximately 200 words)*

🔗 Select the Region that best fits your project’s location (see the appendix for regional breakdown in the program guidelines)* - Dropdown with the following options:

- Camrose–Drumheller
- Lethbridge–Medicine Hat

- Calgary
- Banff–Jasper–Rocky Mountain House
- Red Deer
- Edmonton
- Athabasca–Grande Prairie–Peace River
- Wood Buffalo–Cold Lake
- Province-wide

For each project collaborator:

🔗 **Legal Name of Organization***

🔗 **Operating Name of Organization**

🔗 **Organization Type*** - Dropdown with the following options:

- First Nations
- Government
- Metis Settlement
- Municipality
- Not-For-Profit
- For-Profit

🔗 **Collaborator Contact Name***

🔗 **Phone Number**

🔗 **Provide details on how the project collaborators will contribute to the project**

Project Overview

🔗 **Be specific and concise. This section serves as an executive summary of your project. Identify and describe the issue or problem that the project will address (Max 3,000 characters or approximately 600 words) ***

🔗 **Describe the expected result or benefit of the project and how the project will address the issue or problem described above (Max 3,000 characters or approximately 600 words)***

Project Impact and Outcomes (Why the project is needed)

Please select the following priority area(s) your project directly aligns with and provide evidence of tangible and measurable economic impact benefits on the community and/or industry. Please refer to definitions section of the Program Guidelines (Max 3,000 characters or approximately 600 words)

🔗 **Increase investment readiness and regional attractiveness for private investment (This involves initiatives that make regions more appealing to investors and improve their readiness to attract and support investments.) – “Yes” or “No” w/ text box if “Yes”**

🔗 **Support planning and feasibility studies that lead to economic development enabling investments to boost regional growth (This includes funding for studies**

and plans that pave the way for future economic development projects, ensuring they are well-prepared and viable.) – “Yes” or “No” w/ text box if “Yes”

◆ Support local and regional business and industry, including retention and expansion (This focuses on supporting existing businesses and industries within the regions to help them grow, expand, and remain viable.) – “Yes” or “No” w/ text box if “Yes”

Budget

Eligible Project Costs for NRED Support

For each of the following cost categories optionally provide a ◆ Description and an ◆ Amount:

- Professional Services Fees (cannot include legal or accounting)
- Project Management Fees
- Training or Workshop Facilitators/Providers
- Event Speaker Fees
- Facility Rentals
- Equipment Rentals
- Advertising/Marketing
- Printing/Publishing (Paper or Web)
- Event Meals/Catering
- Project Travel
- Hospitality
- Economic Development Officer
- Other 1
- Other 2
- Other 3
- Other 4
- Other 5

Other Ineligible Project Costs (i.e., not eligible for NRED support)

For each of the following cost categories optionally provide a ◆ Description and an ◆ Amount:

- Other 1
- Other 2
- Other 3
- Other 4
- Other 5

For each financial contributor to the project provide the following:

◆ Name of Contributor*

◆ Type of Organization* - Dropdown with the following options:

- First Nations
- Government
- Metis Settlement
- Municipality

- Not-For-Profit
- For-Profit

🔗 Cash contribution

🔗 In-Kind contribution

🔗 Type of Funding* - Dropdown with the following options:

- Secured (e.g. funding has been received from contributor)
- Committed (e.g. funding has been committed by contributor but not yet received)

🔗 Additional Details

Management and Measures

For each "Project Measures and Success Indicators":

🔗 What is the measure type?* - Dropdown with the following options:

- Outcome
- Output

🔗 What is the measure?*

🔗 What is the target or expected result?*

🔗 Describe the measure and provide a rationale.*

🔗 What is the measurement method?*

For each "Milestones, Risks, and Management":

🔗 What's the milestone name?*

🔗 What is the milestone start date?*

🔗 What is the milestone end date?*

🔗 Explain the milestone's importance*

🔗 List the team members responsible for reaching this milestone*

🔗 List the key steps that will lead to the achievement of this milestone*

🔗 List the risks that could jeopardize reaching this milestone.*

🔗 Provide a plan to mitigate the identified risks.*

Attachments

There are the following categories for attachments you can upload:

- **Document(s) of Secured/Committed Funding***
- **Quotes to Support Budget***
- **Document(s) Confirming In-Kind Contribution(s)**
- **Letters of Support by Communities/Partners**
- **Band Council Resolution for Project**
- **Job Description(s)**
- **Other**

Applicants must provide evidence that all Matching Funds are either committed or secured at the time of application. Evidence should be provided for each source of funding (including the applicant's) and may include letters from the organizations that are providing the funds confirming that the funds are committed, secured/approved (e.g. notice of approval or other award/funding notification) or equivalent. Letters should be provided on appropriate letterhead and signed by a person with the authority to commit funds or resources for the organization (Director or equivalent).