

2026/2027 Settlement, Integration and Language Projects Call for Proposals

Applicant Information Call: Questions and Answers

Eligibility

Can an organization reapply for funding for a project similar to one that was previously funded?

Yes. If there is evidence that the identified need or service gap remains, organizations may submit a proposal for a similar project. All applications will be reviewed and assessed through a competitive intake process before funding decisions are made.

What funding should be disclosed under the “Other Current Government Funding” section of the application?

Applicants should disclose current municipal, provincial and federal government funding that supports activities related to the stream for which they are applying. This includes funding for newcomer labour market attachment, training, workforce integration, or community capacity-building initiatives. Funding for unrelated settlement services or other ongoing services that do not overlap with the proposed project does not need to be disclosed in this section.

What types of Alberta-specific evidence can be used to support a proposal?

Applicants should use evidence that is relevant to Alberta and demonstrates the need for the proposed project within the province. Acceptable sources may include census data, government statistics, labour market information, research studies, academic publications, and reports from community organizations. Applicants may use one or more sources of evidence. Recent, credible, and clearly relevant data will help strengthen the rationale for the proposed project.

Should the Roles and Responsibilities section include positions for which funding is being requested through ASIP?

Yes. Applicants should include the positions that are relevant to the proposed project and for which funding is being requested through Alberta Settlement and Integration Program. The roles and responsibilities outlined in the project description should clearly align with the corresponding positions and salary and wage costs identified in the project budget.

What constitutes a partner organization, and when is a partnership letter required?

A partner organization is an organization identified as a project partner in the application that will share responsibility for the development, implementation, or delivery of the proposed project. If an organization is identified as a project partner, a partnership letter is required. The letter should clearly describe each organization's roles, responsibilities, and contributions to the project.

Organizations that provide occasional expertise, specific services, or contracted support, but do not share responsibility for the project and are not identified as project partners in the application, are not considered formal partners. A partnership letter is not required for these organizations.

If an applicant has received other Government of Alberta funding within the last five years, such as FCSS funding, is a reference letter still required?

Yes. A reference letter is required if the applicant has not received funding through ASIP within the last five years. Funding received from other Government of Alberta programs does not replace this requirement.

Can an organization submit more than one application under this Call for Proposals?

No. Organizations may submit only one application under this Call for Proposals.

Can Stream 1 funding be used to compensate newcomers for participating in advisory groups, co-design sessions, interviews, or evaluation activities?

No. Compensation for newcomers participating in advisory groups, co-design sessions, interviews, or evaluation activities is not an eligible expense under Stream 1. Organizations may engage newcomers to provide input and share their experiences; however, participant compensation is not an eligible project cost.

Application Information

Is there a target number of participants that should be included in a Stream 2 cohort?

No. There is no prescribed cohort size for Stream 2 projects. Applicants are encouraged to determine participant targets based on demonstrated community need, the proposed training model, and their organization's capacity to deliver the project. As a general guideline, cohorts of approximately 15 to 20 participants are recommended to support effective and cost-efficient program delivery. Larger cohorts may be appropriate where capacity and demand exist, and applicants may propose multiple cohorts within a project.

What reporting requirements will apply to funded projects?

Reporting requirements vary by stream.

For Stream 1, recipients will be required to submit interim and final reports. Mobius reporting is not required. In some cases, new organizations may be asked to provide additional short progress updates throughout the project to support ongoing monitoring.

For Stream 2, recipients will be required to submit interim and final reports and complete Mobius reporting. Organizations that are not familiar with Mobius will receive training at no cost following execution of the Grant Agreement. For more information on reporting requirements, refer to Schedule C of the sample Grant Agreement available on the [ASIP website](#).

Can an organization submit multiple applications, such as one application as the lead applicant and another as a partner in a different application?

No. Organizations may submit only one application under this

Call for Proposals. This limitation applies regardless of whether the organization is applying as a lead applicant or participating as a partner in another application. Only one application per organization will be considered.

Who should provide the required reference letter? Must it come from a funder?

No. Reference letters do not need to come from a funder. They may be provided by a funder, partner organization, or another organization that has worked closely with the applicant and can speak to the organization's capacity, experience, service delivery, and financial management practices.

Are fully online cohorts eligible under Stream 2?

Yes. Fully online cohorts are eligible. Applicants proposing online delivery should clearly describe the training model, delivery approach, and how the program will support effective learning outcomes for adult immigrant participants. Online training may provide greater accessibility and allow organizations to serve participants from multiple regions across Alberta. Applicants should ensure the proposed approach is well-designed and supported by a clear rationale in the project description.

Which Stream 1 outcome measures are most important in the application assessment?

All outcome measures are considered important. Applicants should select the outcome measures that are most relevant to their proposed project and align with the activities and outcomes they intend to achieve.

What are the expectations for the Diversity and Inclusion Policy or Statement requirement, and how will it be assessed?

A Diversity and Inclusion Policy or Statement is a mandatory application requirement. Applicants may submit an existing formal policy or a written statement outlining how diversity and inclusion principles are incorporated into their organization and programs. Organizations are not required to develop a new formal policy specifically for this application. A clear written statement describing the organization's diversity and inclusion practices is acceptable.

Are small grassroots organizations eligible to apply for funding, or are larger organizations more likely to be funded?

Yes. Organizations of all sizes are eligible to apply, provided they meet the eligibility requirements and submit a proposal that aligns with ASIP priorities and program guidelines. Applications are assessed based on several factors, including alignment with program objectives, demonstrated community need, organizational experience and capacity, and the strength and feasibility of the proposed project. Organization size is not, on its own, a determining factor in the assessment process. Both large and small organizations have successfully received ASIP funding. Applicants are encouraged to clearly demonstrate their relevant experience, expertise, capacity, and the need for their proposed project. For examples of projects previously funded through ASIP, please visit our website to view the list of past funded projects.

What types of experience are considered relevant when assessing the requirement for two years of experience?

Relevant experience may include activities such as newcomer engagement, community capacity building, multicultural programming, partnership development, and other related community-based initiatives. Applicants should clearly demonstrate how their previous experience aligns with the objectives and activities of the proposed project.

Can a newer community service organization participate in a Stream 1 project if an established eligible organization is the applicant and fiscal agent?

Yes. A newer community service organization may participate as a project partner, provided the eligible applicant remains responsible for project planning, coordination, financial management, project deliverables, and reporting requirements. Where a partner organization has a significant role in project development or delivery, the partnership should be identified in the application and supported by a partnership letter that clearly outlines each organization's roles and responsibilities.

Can Stream 2 training be delivered through a semester-based or ongoing program model?

No. Stream 2 funding supports cohort-based training with clearly defined start and end dates. Training may be delivered in person or online but should be structured as a time-limited cohort designed to support participants in obtaining employment or progressing toward employment opportunities. Ongoing or semester-based programming may not align with the objectives of this funding stream.

When can funded projects begin and how long can they last?

Funded projects are expected to begin on April 1, 2027, following execution of the Grant Agreement. Projects may be up to 24 months in duration and must conclude no later than March 31, 2029. Shorter project timelines are permitted.

For Stream 2 projects, when must participant follow-up activities be completed?

Stream 2 projects include a required 90-day participant follow-up period after each cohort. Applicants should plan cohort schedules carefully to ensure all follow-up activities are completed before the project end date of March 31, 2029.

Who should applicants contact if they experience technical issues with the online application portal?

Applicants experiencing technical issues with the online application portal should contact NewcomerSupports@gov.ab.ca. Staff can help address system-related issues and coordinate with technical support where appropriate. However, staff are not able to provide individualized, step-by-step assistance with completing or submitting applications. Applicants should refer to the instructional videos and application resources available on the ASIP website for guidance on creating an Alberta.ca Account, accessing the grant application portal, and completing the application process.

Funding and Finance

Is the \$300,000 limit for all Stream 2 projects combined or for each individual project?

The \$300,000 limit applies to each individual Stream 2 project. Applicants may request up to \$300,000 for a Stream 2 project, subject to the assessment and approval process.

What level of audit is required, and should the audit cover only Settlement, integration and Language Projects (SILP) project funds or the organization's entire operations?

Two types of audit documentation are acceptable:

Project-specific audit: An audit or review engagement focused solely on the SILP-funded project and its budget.

Organizational audit: A general organizational audit that includes a distinct budget line or schedule referencing the SILP grant.

The required assurance level depends on the total funding amount:

- Below \$100,000: No audit required. Provide a certificate of grant recipient signed by your Chief Executive Officer or Chief Financial Officer confirming the funds were used in accordance with the grant conditions.
- \$100,000–\$250,000: A review engagement report (limited assurance) by an external Chartered Professional Accountant.
- Over \$250,000: A full audit report (reasonable assurance) by an external Chartered Professional Accountant.

Program staff will confirm requirements with successful applicants during project initiation. Whenever possible, organizations are encouraged to provide a project-specific audit.

When are audits due?

For SILP-funded projects, the audit is due at the end of the project term, as outlined in the grant agreement. The audit must be completed and submitted before the final payment can be issued.

Can the cost of Workers' Compensation Board (WCB) coverage for the duration of the practicum be included as an eligible budget item?

No additional cost for WCB coverage is required. Once an organization has a signed agreement with the Government of Alberta, all practicum participants are automatically covered under WCB through that agreement.

For students attending post-secondary institutions, WCB coverage is already included under the institution's existing agreement with WCB, which provides blanket coverage for all learners enrolled in their programs, regardless of funding source. As such, no separate budget allocation for WCB premiums is necessary.

Are there any guidelines or recommendations on what proportion of a project is made up of salaries and wages compared with activities and overhead costs?

It depends on the individual project. Please refer to the [application guidelines](#) for more information.