

CFP 101

Grace Van Fleet
A/Assistant Director, PNT Region
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IRCC funding opportunities

- **Expression of Interest**
- **Request for Quotations**
- **Call for Proposals**

Call for Proposals (CFP)

- **Typically used to procure core services**
 - **Settlement and Resettlement**
 - **Direct and Indirect Services**
- **Frequency**
 - **Every three to five years**
- **Result: Contribution Agreements**

Contribution Agreements vs Contracts

- **Contribution Agreements (CA)**
 - **Based on reimbursing recipients for specific expenditures as per the terms and conditions set out in the CA**
- **Contract**
 - **Allows the Government to obtain a direct benefit (goods and services) in exchange for funds**

CFP Application Process

- **Applicants submit a full funding application that includes:**
 - **Project description**
 - **Budget**
 - **Supporting documentation**
- **IRCC reviews and assesses applications**
- **Selected applicants are invited to enter into negotiations for a contribution agreement.**
- **Successful negotiations → contribution agreement.**

Tips and Tricks

- **Plan ahead**
 - Prepare required information, documentation and supporting evidence in advance.
 - Inform the Executive Director (or equivalent) that they must be available to sign and submit the application.
- **Stay Informed**
 - Regularly check IRCC's funding webpage (www.cic.gc.ca/cfp)
 - Read and use the Funding Guidelines, Q&As, and other resources.
 - Pay attention to system messages.
 - Keep contact information updated in the system at all times.
- **Apply Early**
 - Consider your own internal deadlines and requirements.
 - Avoid technical issues or signatory unavailability.
 - Make sure the application status is "submitted"



Good luck!