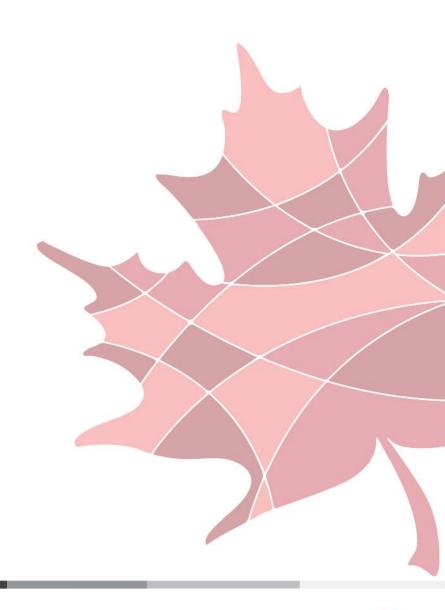
CFP 101

Grace Van Fleet A/Assistant Director, PNT Region September 2018



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 (<u>www.cic.gc.ca/cfp</u>)
- 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!