2027-2028 Program Grant Call for Applications

Program Grant applications are due January 15th, 2027.

About CALP Program Grants

Calgary Learns is the granting council for the **Community Adult Learning Program (CALP)** in Calgary. Funded by the Ministry of Advanced Education, CALP supports over 80 community-based organizations across Alberta that offer adult literacy and foundational learning opportunities for adults facing financial and/or social barriers.

As Calgary Learns operates in an urban environment with various learning options available, our funding is specifically directed toward foundational-level programs that help remove financial barriers to adult learning.

Calgary Learns administers Program Grants to local, part-time initiatives that **focus on delivering literacy and learning content tailored to the foundational needs of adult learners**. **The granting term runs from July 1st, 2027 to June 30th, 2028.**

If your program is specifically designed to serve Indigenous adult learners, please refer to the Indigenous Program Grant Call for Applications, available at www.calgarylearns.com.

All successful applicants must collect Measurement and Evaluation data, as required by the Ministry of Advanced Education's CALP grant.

Application Eligibility

☐	The organization must be a legal entity incorporated for a minimum of two years under one of the following Alberta Statutes: the Societies Act, Part 9 of the Companies Act, the Libraries Act, and the Post-secondary Learning Act; **and** can provide confirmation of most recently submitted Annual Return.
☐	The program operates between July 1st, 2027 to June 30th, 2028, and within Calgary city limits.
☐	The program addresses a current foundational learning need for adults facing financial and social barriers to learning and does not unnecessarily duplicate locally available learning opportunities.
☐	The program serves adults (18+) who are residents of Calgary. Temporary foreign workers and refugee claimants may participate in funded learning programs if space allows.
☐	The program is non-credit and part-time.
☐	All program staff and volunteers who work with vulnerable program participants have appropriate security clearance.
☐	The program is covered under the applying organization's current liability insurance.

Eligible CALP Areas and Categories

Program applications are accepted in the following funding areas and categories as defined and prioritized by the Alberta Ministry of Advanced Education.

A single application can be used for multiple learning opportunities if they are designed to address the same need and have the same primary learning objective. Separate applications are required for a learning opportunity in different categories.

Funding support provided by
Alberta Advanced Education

<table>
<tr><td colspan="2">Highest Priority Funding Area</td><td>LITERACY AND FOUNDATIONAL LEARNING (LFL)
LFL programs focus on foundational skill development of adult learners (18+) facing financial and social barriers.</td></tr>
<tr><td rowspan="5">CATEGORIES</td><td>Adult Literacy</td><td>Reading, writing and document use for learners with English as their first language (can speak and understand English). The ability to identify, understand, interpret, create, communicate and use printed and written materials associated with varying contexts for learners up to and including Grade 9.</td></tr>
<tr><td>English Language Learning</td><td>The study and practice of basic English by adults whose first language is not English and who cannot yet communicate fluently or learn effectively in English. Eligible programs include those that help learners improve speaking, reading, writing, and listening skills up to CLB 4 (Canadian Language Benchmark), and/or support language development for employment readiness up to CLB 6. Priority is given to programs serving participants who do not qualify for LINC and/or those that address the significant needs of ELL literacy learners.</td></tr>
<tr><td>Numeracy</td><td>The ability to use, apply, interpret, and communicate mathematical information and ideas for learners up to and including Grade 9.</td></tr>
<tr><td>Basic Digital Skills</td><td>Builds skills beyond a basic understanding of applications, such as Word, and enables individuals to understand and use digital systems, tools, applications and networks in order to access and manage information and thrive in learning, the workplace and daily life.</td></tr>
<tr><td>Skills for Learning</td><td>Fundamental skills and habits of learning that support foundational learners to build confidence, develop an identity as a learner, advocate for themselves, and engage in foundational and other learning. These skills and habits include:
Recognizing oneself as a learner
Taking risks in learning
Actively engaging in the act of learning
Developing learning strategies
Building collaboration skills in learning
Strengthening communication skills in learning</td></tr>
<tr><td>Canadian Adult Education Credential (CAEC)</td><td>The Canadian Adult Education Credential (CAEC) is for adults who do not have a high school diploma.

CAEC preparation courses, offered through CALP, help adult learners build skills to earn their CAEC credential and reach their goals.</td></tr>
<tr><td colspan="2">Secondary Priority Funding Area</td><td>COMMUNITY CAPACITY BUILDING (CCB)
CCB programs complement, build upon, or supplement the literacy and foundational skills that adult learners (18+) who are facing financial and social barriers are trying to achieve. Although CCB programs are more focused on delivering specific content rather than foundational skill development, the design and delivery of the program must focus on being accessible to and meeting the needs of foundational level learners. CALP examples include programs that may focus on the following:
Employment readiness
Financial Literacy
Parenting
Social & Emotional Skills</td></tr>
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Eligible Program Delivery

Literacy and Foundational Learning (LFL) and Community Capacity Building (CCB) programs can be delivered through various types of learning opportunities to meet the adult learner goals. These include:

Tutoring
Ongoing one-on-one or small group with individualized learning plans delivered by paid tutor or trained volunteer
Courses
A series of instructor-led, learner-centred classes delivered to the same group of learners with the same learning goals and objectives
Family Literacy Courses
A series of instructor-led classes delivered to the same group of learners with the same learning objectives utilizing Family Literacy philosophy and best practices to achieve adult literacy and foundational learning outcomes
Learning Activities
Lowest priority: drop-in or one-off learning opportunities, which includes drop-in tutoring (no ongoing relationship with learners). Learning activities can be part of a multi-delivery approach to a program, not a stand alone.

How to Apply

☐	**Receive the Application from Calgary Learns**

Currently funded programs will be emailed their 2027-28 applications.

If you are applying as a new organization to Calgary Learns or are a currently funded organization with a new program to Calgary Learns, we want to connect with you prior to sending you the relevant application**.** Please contact the Grant Liaison (grants@calgarylearns.com) to arrange a phone conversation to:

- Confirm that your organization and program meet all eligibility requirements
- Discuss the proposed program description and how it is designed and delivered to meet the learning needs of adults learning at a foundational level

The Program Grant Application Package will be emailed to you by the Grant Liaison.

☐	**(Optional) Arrange an Application preview with Calgary Learns by December 11th, 2026**

Calgary Learns staff can preview your draft program application and offer feedback prior to your final submission going to our review teams. If interested, please send your draft application to grants@calgarylearns.com by December 11th, 2026.

☐	**Complete and Submit the Program Grant Application Package by January 15th, 2027**

Please submit your application package to the Grant Liaison (grants@calgarylearns.com) by January 15th, 2027.

Next Steps in the Granting Process

January 15th, 2027	Deadline for applications.
January to March 2027	Calgary Learns staff screen applications for eligibility. A team of **external reviewers** assesses applications. These teams are comprised of field experts. Based on their recommendations, a slate of recommendations is prepared for the Calgary Learns Board of Directors for approval. Calgary Learns then submits the slate to the Ministry of Advanced Education for final approval.
Late Spring 2027	After Calgary Learns receives Ministry of Advanced Education approval of proposed programs, unsuccessful applicants receive a declination letter, and successful applicants are notified of their full or partial grant allocation. Grant agreements are sent to and completed by successful applicants.
Summer 2027	Upon meeting all initial applicant requirements and responsibilities, and with Calgary Learns receipt of the CALP Grant, programs receive their first grant installment (40% of total allocation).
Fall 2027	Calgary Learns staff visit programs and check-in with Program Coordinators.
December 2027	Programs receive their second grant installment (40% of total allocation).
July 31st, 2028	Final Reports are due **July 31st, 2028.**
Early September 2028	Upon approval of the Final Report, programs receive their final grant installment (20% of total allocation).

Successful Applicant Responsibilities

- Become a Calgary Learns member following grant approval (membership year is July 1st to June 30th)
- Ensure CALP funds (via Calgary Learns) are accounted for separately from other funds. Any changes to the budget allocations must be pre-approved by Calgary Learns
- Throughout the funding year:
  - Collect the Measurement and Evaluation data required by the Advanced Education's CALP Grants (the source of Calgary Learns' funding), as well as Calgary Learns' required data
  - Keep track of in-kind contributions and referrals to your program
  - Keep Calgary Learns informed of any changes or challenges with the delivery of agreed to instructional hours, staffing, or operational issues
  - Allow Calgary Learns to observe a class, interview learners and instructors, and tour the learning venue
  - Maintain annual program records including: staff qualifications, promotional and instructional materials, registration, attendance, evaluation and financial tracking
- Ensure that all materials that promote or advertise the program display the Calgary Learns logo
- By July 31st, 2028:
  - Complete and submit the electronic copy of the final reporting package which includes both reporting on final program financials and the required evaluation data. This electronic file will be sent to you at the start of the funding cycle
  - Submit the above final reporting package with the final written report to Calgary Learns
  - Keep attendance, evaluation and financial tracking for an additional two years in the event of a Calgary Learns program records audit