

2025-26

# **Newfoundland and Labrador Settlement and Integration Program Funding Guidelines**



# Table of Contents

<b>1.0</b>	<b>Introduction</b>	<b>1</b>
	Stream 1: Economic Integration	<b>2</b>
	Stream 2: Settlement Supports and Services	<b>2</b>
<b>2.0</b>	<b>Eligibility</b>	<b>3</b>
	2.1 Eligible Applicants	<b>3</b>
	2.2 Eligible Expenses	<b>4</b>
	2.3 Eligible Beneficiaries/Participants	<b>5</b>
<b>3.0</b>	<b>Available Funding</b>	<b>5</b>
<b>4.0</b>	<b>Deadline</b>	<b>5</b>
<b>5.0</b>	<b>Evaluation and Selection</b>	<b>5</b>
<b>6.0</b>	<b>Accountability Requirements</b>	<b>6</b>
<b>7.0</b>	<b>Submitting an Application</b>	<b>7</b>
<b>8.0</b>	<b>Privacy and Confidentiality of Applicant Information</b>	<b>8</b>
<b>9.0</b>	<b>Contact Information</b>	<b>8</b>
	9.1 Program Support	<b>8</b>
	9.2 User Technical Support	<b>8</b>
	<b>Annex A Eligible Beneficiaries/Participants</b>	<b>10</b>

These guidelines contain information on the application process for the 2025-26 Newfoundland and Labrador Settlement and Integration Program (the Program) funded through the Office of Immigration and Multiculturalism, Department of Immigration, Population Growth and Skills. Alternate formats are available on request.

# 1.0

## Introduction

Newcomers provide many distinct benefits to Newfoundland and Labrador. They complement the provincial labour market in high-demand and essential sectors, support population growth and stability in communities across the province and contribute to our increasing social and cultural diversity.

The Program provides project-based funding to support the retention of newcomers in the province through social, economic, and cultural integration and is guided by the following principles:

- Retention: supports must help facilitate successful integration of newcomers and long-term retention.
- Focus on newcomers: supports must benefit newcomers and involve them, when appropriate, in planning and delivery.
- Relevant and timely: supports must be evidence-based and address newcomers' current and future needs.
- Align with government priorities: support must reflect the immigration priorities of IPGS and the Government of Newfoundland and Labrador.
- Targeted support: supports must be targeted to meet the needs of particular newcomer groups and regions of the province that require unique or additional support.
- Comprehensive and non-duplicative: supports must understand local settlement needs, fill gaps, and avoid duplicating existing services.
- Partnership and collaboration: supports must leverage existing programming, services, and expertise from partner programs and organizations. Also, supports must consider opportunities to expand the capacity of other organizations or bring new organizations into a continuum of services.
- Equity and fairness: supports must apply Gender-Based Analysis principles, be inclusive, and consider various intersecting factors, including Truth and Reconciliation.



The Program has two funding streams.

### **Stream 1: Economic Integration**

This stream supports retention by promoting newcomers' economic advancement through labour market attachment, including advancing employers' capacity to hire and support newcomer employees and maintaining long-term employment.

Priority areas include:

- Improve labour market access for newcomers and integrate skilled immigrants into the local workforce through initiatives that support newcomers working in their fields and formal foreign credential recognition navigation;
- Addressing newcomer unemployment and underemployment through job creation, job matching and labour market connections;
- Supporting newcomer entrepreneurship;
- Workplace- and industry-specific language training; and,
- Capacity-building initiatives for employers

### **Stream 2: Settlement Supports and Services**

This stream aims to strengthen communities' ability to attract, welcome, and retain newcomers at all stages of their settlement journey by contributing to a comprehensive range of settlement services throughout Newfoundland and Labrador.

Priority areas include:

- Pre-arrival settlement programming.
- Enhancing the province's network of sustainable settlement services.
- Fostering welcoming communities.
- Facilitating access to affordable housing and public transit.
- Navigating newcomers to access to vital public health, education and social services.
- Delivering targeted programming that fosters social integration for newcomers, including seniors, racialized women, youth, gender diverse individuals, refugees, and individuals with disabilities.
- Capacity-building initiatives for service provider organizations and municipalities to support retention in rural areas.
- Intercultural competency and public outreach.
- Elimination of racial discrimination.

Applicants can use a single application to apply for funding under both streams. Proposed activities are not limited to a single stream or category; overlap is expected and encouraged. While not an exhaustive list, please refer to the [List of Proposed Priorities](#) under NLSIP resources section on the website for more information about the priority areas and project examples.

# 2.0

## Eligibility

### 2.1 Eligible Applicants

To be eligible, applicants must:

- Be either a:
  - Non-profit organization, including newcomer-serving, community, ethnocultural and multicultural organizations registered in Newfoundland and Labrador.
  - Post-secondary Institution.
  - Municipality.
  - Indigenous Governing Bodies.
- Have the experience, infrastructure, and ability to undertake the project's administrative, reporting, and financial requirements.
- Deliver programs/services in a manner that is respectful and appreciative of diversity, inclusion and Truth and Reconciliation.
- Applicants who previously received program funding must have a satisfactory record of past performance as determined by the Office of Immigration and Multiculturalism.

Non-profit community-based groups and organizations must be incorporated in Newfoundland and Labrador and in good standing with the Government of Newfoundland and Labrador. To check your organization's status, please visit the [Registry of Companies and Deeds - Online](#).

Partnerships and coordinated program delivery are encouraged. Jointly delivered projects must be proposed in a single application and supplemented by a partnership agreement outlining the roles and responsibilities of all parties.

Ineligible applicants include individuals, businesses, private-sector companies, and for-profit firms; funding bodies whose sole mandate is to award grants or funding; Immigration agents, consultants, or recruiters; and unregistered organizations.

## 2.2 Eligible Expenses

Eligible expenses must be associated directly with the delivery of the projects and include:

- Salaries, wages and benefits
- Professional development and training
  - Examples may include anti-racism or equity, trauma-informed intervention, monitoring and evaluation training, etc.
- Travel and accommodations
  - All proposed travel costs should be for in-province travel only and be as cost-effective as possible.
- The Office of Immigration and Multiculturalism may approve out-of-province travel on a case-by-case basis.
- Project delivery costs
  - Including marketing and promotion, materials and supplies, technology, and related support for virtual and hybrid service delivery.
  - This includes costs of purchasing equipment for a temporary loan to newcomers that enables improved access to programming.
- Professional and consultant fees
  - Costs that support direct program/project costs, including service contracts such as translators, interpreters, subject matter experts, third-party evaluators, and services to develop and set up the computer infrastructure required for program delivery.
- Administrative costs
  - Administrative expenses necessary for operating an organization that are not necessarily directly related to the project up to a maximum of 15 per cent of a project's total budget.

The following expenses are not eligible:

- Activities or costs that have been undertaken or incurred before the signing of a funding agreement or take place after the agreement's end date.
- Activities or costs paid by partners or other funders.
- Major capital costs.
- Bonuses, stipends, or grants to project staff, program participants, or board members.
- Any activity deemed discriminatory under the **NL Human Rights Act**.
- Travel outside of the province, except in special circumstances pre-approved by the Office of Immigration and Multiculturalism.
- Contingency and miscellaneous fees not specified or authorized by Office of Immigration and Multiculturalism.
- Financial losses and deficits incurred by the applicant.
- Any and all foods, beverages and/or refreshments for participants or guests of events.

Office of Immigration and Multiculturalism. reserves the right to identify other ineligible expenses on a case-by-case basis. Applicants are encouraged to contact the Office of Immigration and Multiculturalism. to confirm their proposed activities and costs are eligible.

### 2.3 Eligible Beneficiaries/Participants

Projects, except pre-arrival services, must primarily benefit newcomers residing in Newfoundland and Labrador and may target those belonging to one or more beneficiaries/participants outlined in Annex A.

Applicants should note that preference may be given to projects that provide services and support for beneficiaries/participants who are ineligible to receive support through Immigration, Refugees and Citizenship Canada's Settlement and Resettlement Assistance Programs.

## 3.0 Available Funding

The maximum recommended funding contribution for each project is \$300,000. Requests for higher amounts will be evaluated on a case-by-case basis and are subject to the sole discretion of the Office of Immigration and Multiculturalism.

## 4.0 Deadline

The application deadline is May 2, 2025, at 11:59 p.m. (Newfoundland Daylight Time).

## 5.0 Evaluation and Selection

Each complete application received by the deadline will be screened for eligibility. A selection committee will evaluate eligible applications according to the following criteria:



**Project Design (50 points)**

- Projected client group(s) and number of potential clients affected (10).
- Reach of the project across Newfoundland and Labrador. (10).
- Measurable retention-related success indicators and clear intended retention-related outcomes (10).
- Clear, detailed budget and evidence of cost effectiveness (15).
- Incorporation of Gender-Based Analysis+ principles (5).

**Project Relevance (30 points)**

- Evidence of need and relevance to prospective client group (15).
- Connection with retention and other Provincial Government immigration-related priorities (15).

**Applicant Capacity (20 points)**

- Evidence of organization's capacity, skills, and expertise (10).
- Opportunities for collaboration with other service providers, community organizations, and/or municipal as well as Indigenous communities (10).

The Office of Immigration and Multiculturalism reserves the right to select either part(s) or an application in its entirety

## 6.0 Accountability Requirements

Potential recipients must sign a funding agreement with the Provincial Government to be considered successful applicants. No legal relationship will exist with an applicant until the agreement is signed, and the provision of services will not begin until both the applicant and Provincial Government have fully signed the agreement.

Activity and financial reporting requirements will be detailed in the agreement and include, but are not limited to:

- Quarterly activity report – activity description, reporting period update, number of participants, narrative report, and measurable outcomes.
- Quarterly financial report – actual costs for each eligible expense for the reporting period.
- Service Registration Report

# 7.0

## Submitting an Application

**Step 1:** Register as a Government Vendor and Obtain a Labour Market Programs Support System (Support System) Username

\*\*\*Please proceed to step 2 if you have an active Support System username and password\*\*\*

All applicants must be set up as government vendors and registered for the Support System. After registering, the user will receive an email with login credentials, including user ID, password, and Organization ID. Please ensure you check your email (including junk mail) regularly. You can then log into the Support System and complete your online application.

Applicants must complete this step as soon as possible to avoid delays and to ensure access to the system before the application deadline. Applications not submitted through the Support System may not be considered.

**Step 2:** Submit an Application

Applications will only be accepted when completed and submitted in the Support System. Before you begin your application, please see the Support System resources linked below and ensure you have thoroughly reviewed the program guidelines.

Additional Labour Market Programs Support System Resources:

- [Labour Market Programs Support System](#)
- [Support System User Guide](#)
- [Support System Login](#)

If you have forgotten your user ID or password or require assistance with using the Support System, please contact our support group by email at [extorghelp@gov.nl.ca](mailto:extorghelp@gov.nl.ca) during government business hours, or you can call 1-844-252-6777.

For additional information on the Support System application and the information required when submitting your application, please refer to the Program application submission guide under the [Additional Resources](#) section on the website.

## 8.0

# Privacy and Confidentiality of Applicant Information

Applications submitted under the Program will become property of the Government of Newfoundland and Labrador; consequently, they will be subject to the terms of the [Access to Information and Protection of Privacy Act](#) (ATIPPA). The applicant's responsibilities under ATIPPA will be detailed further in their funding agreement. Applicants should note that any proprietary, personal, or sensitive information contained in their proposal should be marked as confidential and will be subject to appropriate consideration as defined within ATIPPA. Public requests for information under ATIPPA will not ordinarily include any materials deemed to be proprietary in nature.

## 9.0

# Contact Information

### 9.1 Program Support

If you have questions about the NLSIP, the application process, or require assistance please email [settlement@gov.nl.ca](mailto:settlement@gov.nl.ca) or call 709.729.6607.

### 9.2 User Technical Support

Should you require assistance with using LaMPSS, please email [extorghelp@gov.nl.ca](mailto:extorghelp@gov.nl.ca) or call 1.844.252.6777.



# Annex A:

## Eligible Beneficiaries/Participants

The following beneficiaries/participants are eligible to receive all settlement services funded by IPGS.

Beneficiaries/Participants	LaMPSS: Project Participants by Target Group	Identification
<b>Individuals awaiting statutory checks</b> Individuals from all immigration categories except Newfoundland and Labrador Nominees, who have been selected, in Canada or overseas, to become permanent residents and intend to settle in Newfoundland and Labrador, pending completion of medical, security and criminal verifications, and who have been informed by a letter from Citizenship and Immigration Canada.	Immigr- Individuals awaiting statutory CIC checks	Letter from Citizenship and Immigration Canada indicating that individuals are awaiting statutory CIC checks
<b>Newfoundland and Labrador Nominees</b> Foreign nationals and their dependents who have been nominated under the Newfoundland and Labrador Provincial Nominee Program but have not yet received Permanent Resident status.	Immigr- Newfoundland and Labrador Provincial Nominees	Letter of Nomination from the Newfoundland and Labrador Office of Immigration and Multiculturalism  Valid Temporary Work Permit
<b>Permanent Residents of Canada</b> other than:  a) Permanent Residents of Canada – Newfoundland and Labrador Nominees  b) Permanent Residents of Canada – Refugees	Immigr-Permanent Residents of Canada	Permanent resident card



Beneficiaries/Participants	LaMPSS: Project Participants by Target Group	Identification
<b>Permanent Residents of Canada – Newfoundland and Labrador Nominees</b> Foreign nationals and their dependents who have been nominated under the Newfoundland and Labrador Provincial Nominee Program and have become Permanent Residents	Immigr – PR – Newfoundland and Labrador Provincial Nominees	Permanent resident card
<b>Permanent Residents of Canada – Refugees</b> Convention refugees and protected persons overseas who have been selected for resettlement in Canada by Citizenship and Immigration Canada and have obtained Permanent Resident status.	Immigr- PR – Refugees	Permanent resident card
<b>International post-secondary graduates</b> (and their dependents) who have graduated from university or college in Canada and who are living in Newfoundland and Labrador and intend to settle in this province.	Immigr- International post-secondary graduates	Valid temporary or post graduate work permit
<b>International students</b> (and their dependents) who have enrolled in NL Schools and/or university or college in Canada and who are living in Newfoundland and Labrador and intend to settle in this province.	Immigr- International Students	Valid temporary study permit
<b>Protected Persons:</b> as defined in Section 95 of the <b>Immigration and Refugee Protection Act (IRPA)</b> .	Immigr- Protected Persons (Section 95 of IRPA)	Notification letter from the Immigration and Refugee Board of Canada noting their protected status is conferred

Beneficiaries/Participants	LaMPSS: Project Participants by Target Group	Identification
<b>Atlantic Immigration Program (AIP) endorsees</b> Foreign nationals and their dependents who have been endorsed under the Atlantic Immigration Program but have not yet received Permanent Resident status.	Immigr – AIP Endorsees	Letter of Endorsement  Valid Temporary Work Permit
<b>Permanent Residents of Canada – Atlantic Immigration Program (AIP) endorsees</b> Foreign nationals and their dependents who have been endorsed under the Atlantic Immigration Program and have become Permanent Residents	Immigr – PR- AIP Endorsees	Letter of Endorsement <b>or</b> Permanent Resident Card
<b>Work Permit Holders</b> Foreign nations with a temporary work permit (Other than those nominated/endorsed under the provincial immigration pathways. e.g., Temporary Foreign Worker, individuals under one of the IRCC Temporary Public Policies.)	Immigr – Work Permit Holders	Valid Temporary Work Permit
<b>Asylum Seekers/Refugee Claimants</b> Individuals and their dependents who are seeking asylum or asking for protection due to fear of persecution in their home country. This means that entering Canada without prior authorization for the purpose of seeking asylum is accepted under international and Canadian law.	Immigr- Asylum Seeker	Valid Refugee Protection Claimant Document (RPCD)  Valid temporary Work Permit  Valid Acknowledgement of Claim (AOC)
<b>Canadian citizens born outside Canada.</b>	Immigr-Canadian Citizens born outside Canada	Citizenship card, <b>or</b> Canadian passport

