
Indigenous Institutes Transfer Grants — 2025–26 Application

This document is a PDF version of the application.
You must submit your responses via ONCAT's online funding portal.

CONTACT INFORMATION

Institution

- Select the Indigenous Institute that is applying for this Indigenous Institutes Transfer Grant.

[Dropdown list]

Contact information — Project Lead

The “Project Lead” is the person primarily responsible for the administrative management of the project. ONCAT will direct all project correspondence to the Project Lead.

- Project Lead Name
- Project Lead Title
- Project Lead Email
- Project Lead Phone

Contact information — Project Authorizer

The “Project Authorizer” is the person who endorses the application on behalf of the institution. ONCAT requires that applications for institutional grants are approved by a Vice-President (or their designate).

- Project Authorizer Name
- Project Authorizer Title
- Project Authorizer Email
- Project Authorizer Phone

[Click here to download the Project Authorization Form.](#)

[Upload your signed Project Authorization Form.](#)

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PROJECT DETAILS

Project Title

Use plain language and avoid administrative jargon.

Do not use ampersands.

Do not include the names of any colleges, universities or Indigenous Institutes.

Do not include references to any previous ONCAT-funded projects.

- Project Title

[Textbox with a limit of 85 characters — INCLUDING spaces]

Project Summary

Use a two-sentence format: (1) provide a basic description of what the project will do, and (2) specify some details about the project activities OR identify some benefits for learners.

Use plain language and avoid administrative jargon.

Do not use ampersands.

Do not include the names of any colleges, universities or Indigenous Institutes.

Do not include references to any previous ONCAT-funded projects.

- Provide a brief description of your project.

[Textbox with a limit of 300 characters — INCLUDING spaces]

Anticipated Start Date

The “anticipated start date” refers to the commencement of the project activities outlined in this application.

Your anticipated start date must be scheduled between February 2, 2026, and February 27, 2026.

[Dropdown calendar]

Anticipated End Date

The “anticipated end date” refers to the completion of all project activities outlined in this application.

Your anticipated end date must be scheduled no later than 18 months from your anticipated start date.

For administrative reasons, your anticipated end date cannot be scheduled for any date between March 1 to April 15 of each year.

[Dropdown calendar]



Project Milestones

“Project milestones” are progress markers that can be identified by the completion of tasks, rather than the passage of time.

- *Processing 100 courses is a project milestone.*
- *Processing courses for 4 months is not a project milestone.*

For each project milestone, include (1) a specific date, and (2) a description of 10 or fewer words. For most projects, the sixth (and final) project milestone should be listed as “Submission of all Deliverables and Reporting Requirements.”

Milestone 1

[Dropdown calendar]

A description of 10 or fewer words [Textbox with a limit of 100 characters]

Milestone 2

[Dropdown calendar]

A description of 10 or fewer words [Textbox with a limit of 100 characters]

Milestone 3

[Dropdown calendar]

A description of 10 or fewer words [Textbox with a limit of 100 characters]

Milestone 4

[Dropdown calendar]

A description of 10 or fewer words [Textbox with a limit of 100 characters]

Milestone 5

[Dropdown calendar]

A description of 10 or fewer words [Textbox with a limit of 100 characters]

Milestone 6

[Dropdown calendar]

A description of 10 or fewer words [Textbox with a limit of 100 characters]



INSTITUTIONAL PROFILE

Introduction

- Tell us about your Institution. You might describe its history, vision or locations.

[Textbox with a limit of 2400 characters]

Students

- Tell us about your students. You might describe the number of current students, the ratio of full-time to part-time students and where the students are from.

[Textbox with a limit of 2400 characters]

Programs

- Tell us about your academic and non-academic programs. You might describe any programs that are provided by your Institution, as well as any programs that are delivered through partnerships with other colleges, universities or organizations.

[Textbox with a limit of 2400 characters]

Transfer Student Activity

- Tell us about your current transfer student activity. You might describe how you support incoming or outgoing transfer students, how you deal with transfer credit assessment or how you build transfer relationships with other colleges, universities or Indigenous Institutes.

[Textbox with a limit of 2400 characters]

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DELIVERABLES

All ONCAT-funded institutional projects must produce “Deliverables” from at least one of the following two categories:

- *Materials for Institutional Use*
- *Materials for Public Distribution*

“Materials for Institutional Use” refer to any physical or digital assets that will be produced throughout the course of your project and then circulated within your institution but not shared with the general public. Examples of Materials for Institutional Use could include physical or digital assets such as administrative tools, process maps, policy documents, transfer credit databases, pathway/articulation agreements, etc.

“Materials for Public Distribution” refer to any physical or digital assets that will be produced throughout the course of your project and then shared with the general public. Examples of Materials for Public Distribution could include physical or digital assets such as a brochure promoting pathway opportunities, a website of resources for transfer students, a video series explaining the PLAR application process, etc.

Note that all ONCAT-funded institutional projects will submit the following Reporting Requirements:

- *Preliminary Report that describes progress toward the project’s activities and deliverables — for ONCAT’s internal review*
- *Interim Report that describes progress toward the project’s activities and deliverables — for ONCAT’s internal review*
- *Evaluation Report that provides feedback about administrative processes — for ONCAT’s internal review*
- *Achievement Report that describes project activities — ONCAT may publicly share with external stakeholders*
- *Financial Statement*

Materials for Institutional Use

- Provide a brief description for a maximum of 3 distinct Materials for Institutional Use that will be produced throughout the course of your project.
- If your project does not involve the production of any Materials for Institutional Use, write “N/A.”

For each distinct deliverable, include (1) a title of 10 or fewer words, (2) a one-sentence description of the physical or digital asset, and (3) a one-sentence indication of its intended audience (e.g., prospective students, transfer advisors).

- A title of 10 or fewer words [**Textbox with a limit of 100 characters**]
- A one-sentence description of the physical or digital asset [**Textbox with a limit of 200 characters**]
- A one-sentence indication of its intended audience) [**Textbox with a limit of 200 characters**]

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Materials for Public Distribution

- Provide a brief description for a maximum of 3 distinct Materials for Public Distribution that will be produced throughout the course of your project.
- If your project does not involve the production of any Materials for Public Distribution, write “N/A.”

For each distinct deliverable, include (1) a title of 10 or fewer words, (2) a one-sentence description of the physical or digital asset, and (3) a one-sentence indication of its intended audience (e.g., prospective students, transfer advisors).

- A title of 10 or fewer words [[Textbox with a limit of 100 characters](#)]
- A one-sentence description of the physical or digital asset [[Textbox with a limit of 200 characters](#)]
- A one-sentence indication of its intended audience) [[Textbox with a limit of 200 characters](#)]

PROJECT ACTIVITIES

Project Description

- Provide a detailed description of your project.
- Explain the specific activities you plan to undertake.

[[Textbox with a limit of 3600 characters — INCLUDING spaces](#)]

BUDGET

Funding Request

You can request a minimum of \$40,000 and a maximum of \$80,000 in funding for the project.

- List the total amount of funding requested for this project.

[[Textbox with a limit of 20 characters](#)]

Budget

Closely review the budget guidelines for information about eligible and ineligible expenses for Indigenous Institutes Transfer Grants.

Round each cost to the nearest increment of \$250.

Do not list in-kind contributions; this information complicates the evaluation process.

- Submit a detailed budget for your project, using the Budget Form provided by ONCAT.

[Click here to download the Budget Form.](#)

[Upload your completed Budget Form.](#)



Budget Notes

The Budget Form includes space to provide notes and descriptions for each cost.

- If your budget requires additional notes and descriptions that do not fit on the Budget Form, provide a brief description below.
- If your budget does not require additional notes and descriptions, write “N/A.”

[Textbox with a limit of 1800 characters — INCLUDING spaces]

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DECLARATIONS

Conflict of Interest

- Do you confirm that the preparation of this application was not subject to any actual, potential or perceived conflicts of interest, nor do you foresee any actual, potential or perceived conflicts of interest related to the undertaking of any or all activities and budgets outlined in this application?

[Choice: "I confirm"]

Duplication of Funding

ONCAT grants cannot be used to support projects that have received (or have applied for) any funding from the Credit Transfer Innovation Grant (CTIG), eCampusOntario and/or the Higher Education Quality Council of Ontario (HEQCO).

- Do you confirm that any or all activities and budgets outlined in this application will not be used to support projects that have received (or have applied for) any funding from the Credit Transfer Innovation Grant (CTIG), eCampusOntario and/or the Higher Education Quality Council of Ontario (HEQCO)?

[Choice: "I confirm"]