



## **Management and Accountability Framework: 2026-2027 Emerging Leaders in the Americas Program (ELAP)**

### **Application deadline:**

The deadline for Canadian institutions to email the completed *Management and Accountability Framework* to [Scholarships-Info-Bourses@international.gc.ca](mailto:Scholarships-Info-Bourses@international.gc.ca) is **11:59 p.m. EDT, March 31, 2026**.

Institution Name:

Date:

Total amount requested:

Canadian post-secondary institutions are responsible for managing the selection and administration of scholarships under the Emerging Leaders in the Americas Program (ELAP) in a manner that ensures transparency, fairness, and accountability. As initial recipients of contribution funding from Global Affairs Canada (GAC), these institutions are responsible for the selection of ultimate recipients from eligible countries, based on clear and merit-based processes.

### **1. Selection of scholarship recipients**

#### **a) Fairness and transparency**

Institutions are expected to implement a fair and transparent process to identify candidates in collaboration with their institutional partners in eligible countries and territories and select scholarship recipients.

Institutions should demonstrate that:

- Candidate recruitment strives to achieve equitable gender participation and the broadest possible geographic representation.
- Selection decisions are guided by clearly communicated assessment criteria, and take into account gender representation and geographic diversity.

**Describe how your institution ensures a fair and transparent process for candidate recruitment and selection.**



## b) Due Diligence

Institutions are responsible for ensuring:

- that selected candidates comply with all ELAP eligibility criteria, including citizenship, enrollment status, and absence of other concurrent grant or source of funding from Global Affairs Canada, through its legal name the Department of Foreign Affairs, Trade and Development (DFATD), or from another Canadian federal granting agency (e.g. Natural Sciences and Engineering Research Council of Canada (NSERC), Social Sciences and Humanities Research Council (SSHRC) or Canadian Institutes of Health Research (CIHR);
- the authenticity of all supporting documents provided by students such as transcripts, proof of citizenship, proof of enrollment, and letters of intent.

**Explain the measures taken to confirm candidate eligibility and authenticity of information.**

## c) Documentation

- Institutions should maintain sufficient records to demonstrate the integrity and fairness of their selection process. It is expected that such documentation be retained for a reasonable period (e.g., at least two years after selection) to enable verification or audit by Global Affairs Canada if required.
- Documents submitted in a language other than English or French should include a translation to facilitate review.

**Outline how your institution maintains records to demonstrate integrity and accountability.**



## 2. Scholarship Management

- Institutions must establish written agreements with selected recipients outlining the scholarship amount, duration, associated terms and conditions, and the modalities for disbursement. Institutions must maintain these written agreements on file as part of their official records.
- Institutions must demonstrate that they have appropriate controls in place to ensure that scholarship recipients continue to meet all eligibility requirements for the duration of their award and that scholarship funds are used in accordance with the terms and conditions set out in the agreement. Institutions must also demonstrate that they have mechanisms to suspend or withdraw scholarship funding if these requirements are no longer met.
- Institutions must disburse scholarship funds directly to recipients or apply them to institution-administered benefits that support recipients' academic activities. They must maintain record of fund transfers and/or documentation demonstrating that benefits, services or fees covered directly with scholarship funds comply with officially published institutional policies and rates in effect during the relevant period.

**Explain how your institution will fulfill the administrative, financial, and documentation requirements to ensure proper management of scholarship funds.**