



Canadian  
Race Relations  
Foundation

Fondation  
canadienne des  
relations raciales

## NARF Projects 2024/25 - Expression of Interest (EOI) Form (Stage 1)

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### **Privacy:**

The Canadian Race Relations Foundation (CRRF) is subject to the Privacy Act and is committed to your privacy and the protection of your personal information.

We collect limited personal information in your proposal or application, and during the administration of the funding program and related activities. We will protect and handle any personal information provided in accordance with the Privacy Act. Personal information is collected under the authority of section 4 of the Canadian Race Relations Act.

### **Use and Sharing of your Information:**

We may use and/or disclose and/or share your application information for the purpose of determining eligibility for, and administering, the National Anti-Racism Fund Program and all related activities, such as assessment, decision making, and reporting to internal and external stakeholders, including the Department of Canadian Heritage and other Crown Corporations, or Foundations.

Your information may be disclosed to other government entities to be considered for other funding opportunities. Your information may also be used to contact you for voluntary participation in CRRF outreach activities, which may include surveys and promotional activities in relation to the success and outcomes of the funding program and/or the CRRF. Information you provide may also be used for research, statistical, audit, and evaluation purposes, and as otherwise required by law. The CRRF's privacy practices are further described in Personal Information Bank #PPU 004, "Funding Opportunities".

### **Public Requests for Information:**

Under the Privacy Act, individuals have the right to request access to their own personal information held by the CRRF. Upon request, we will provide an individual with timely access to their personal information, subject to limited exceptions. Upon receipt, individuals may request a correction to their personal information if they believe their information is inaccurate.

The CRRF is also subject to the Access to Information Act. This Act gives anyone present in Canada a broad right of access to information held by the CRRF, subject to limited exceptions.

Information you provide may become subject to a request for information under the Privacy Act and / or the Access to Information Act and may be disclosed to the public in keeping with the requirements of the legislation.

**SurveyMonkey Apply:**

We use SurveyMonkey Apply, a third-party solution, for grant application, review and monitoring processes related to the National Anti-Racism Fund. Information provided may therefore be processed in and transferred or disclosed in the United States and other countries.

**Questions?**

For any questions or concerns about this notice, please contact the CRRF's Access to Information and Privacy Coordinator: [ATavassoli@crrf-fcrr.ca](mailto:ATavassoli@crrf-fcrr.ca) or 416-441-1900

I have read and understood all sections of this notice, including “**Public Requests for Information**”.

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In preparing your Expression of Interest (EOI), you must provide information to address each of the following sections under the headings provided. Your answers to these questions will allow CRRF to assess your EOI. It is your responsibility to provide all required information and documents. If this information is not provided, the CRRF will be unable to proceed with the assessment of your application for funding.

**Section 1: Applicant information**

1. Organization Legal Name

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2. Organization Information

\*Please visit the following link, enter your postal code in the “existing electoral district” and copy the given district name in the *Electoral District* field below:

<https://www.elections.ca/scripts/vis/FindED?L=e&PAGEID=20#existing>

Street address:

City / Town / Community:

Province / Territory:

- Alberta
- British Columbia
- Manitoba
- New Brunswick
- Newfoundland and Labrador
- Northwest Territories
- Nova Scotia
- Nunavut
- Ontario
- Prince Edward Island
- Quebec
- Saskatchewan
- Yukon

*Postal code (ex. A#A #A#):*

*Electoral District:*

*Phone number (ex. ###-###-####):*

*Alternate phone number (if applicable):*

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### 3. Preferred language of communication

*English*

*French*

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### 4. Primary Contact Person

*\*The applicant/user must be a staff or board member of the organization, with authority to submit an application.*

*First Name:*

*Last Name:*

*Job Title:*

*Telephone number:*

*Email address:*

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5. Organization Status

- a) Canadian registered charity
  - Yes
  - No

\*Shows up if "Yes"

Every registered charity or qualified one has a webpage on the CRA website. Please include the URL web link found on the CRA website for your organization in the "Charity Status" field.

- Charity Number:
- Charity Status URL:

- b) Incorporated organization
  - a. Yes
  - b. No

\*Shows up if "Yes"

- Incorporation number:
  - Incorporation Jurisdiction:
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6. What type of organization do you classify as?

- First Nations, Inuit and Métis organization
- Canadian registered charity (as recognized by the Canadian Revenue Agency) and/or Canadian non-profit organization
- Canadian non-Federal public institution such as a municipality, provincial institution, board of education, school, college, or university
- Labour organization

7. Please describe the mission and main activities of your organization. (max. 200 words)

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8. Do you have a digital platform? Please link your social media accounts here (Facebook, Instagram, Twitter, LinkedIn, website, etc.).

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9. Has your organization previously received funding from CRRF?

- Yes
- No

9a. \*If "Yes", Which program(s) and what year? \_\_\_\_\_

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10. Does your organization receive any funding from the federal government or other crown corporations?

Yes

No

10a. \*If "Yes", What federal department or crown corporation and what year?

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## Section 2: Expression of Interest (EOI) Questions

### 2a – Organizational Background

1. Describe your organization's experience, expertise, and/or skills in delivering anti-racism projects, initiatives, or activities. (max. 200 words)
2. Does your organization have policies and practices regarding anti-racism, inclusion, and equity?  
Yes  
No  
If "Yes"  
*2a. Please explain how they contribute to your organization's work. (max. 200 words)*
3. If applicable, list the partners you are collaborating with and briefly indicate the role they will play in the delivery of this project. (max. 200 words)

### 2 b– Project Delivery Details

1. What is your project title?
2. What is your anticipated project start date (Please note projects must take place between April 1, 2025, and March 31, 2026)?
3. What is your anticipated project end date (Please note, this date cannot exceed March 31, 2026)?
4. Provide a comprehensive summary of your project idea (max. 300 words). Include details on:
  - a. the main project activities / milestones in line with the project timeline
  - b. the anticipated project outcomes
5. In which region is the project primarily taking place?
  - The Atlantic Region: Newfoundland and Labrador, Prince Edward Island, Nova Scotia, New Brunswick
  - Central Canada: Quebec, Ontario
  - The Prairie Provinces: Manitoba, Saskatchewan, Alberta
  - The West Coast: British Columbia
  - The North: Nunavut, Northwest Territories, Yukon Territory
6. In which Province/Territory will the project primarily take place?
  - Alberta
  - British Columbia
  - Manitoba
  - New Brunswick
  - Newfoundland and Labrador

- Northwest Territories
  - Nova Scotia
  - Nunavut
  - Ontario
  - Prince Edward Island
  - Quebec
  - Saskatchewan
  - Yukon
7. Explain how your project idea will help achieve the two or more of the objectives of the CRRF's National Anti-Racism Fund Program (max 300 words) – **Please refer to the program guidelines below.**
- *Systemic racial barriers: Reducing barriers to inclusion by addressing systemic racism in education, healthcare, the justice system, public services, employment, and public life.*
  - *Research and education: Promoting and increasing availability and accessibility of data, evidence, and community insights on race relations in Canada.*
  - *Public awareness: Informing public policies by highlighting systemic and institutional barriers. Cultural and intercultural community-building:*
  - *Creating cross-cultural opportunities through discussions and dialogue on race and religion, building awareness, and collaborations.*
8. Which of the following does your project mainly focus on or address? (max. 1 choice)
- *Anti-Asian Racism*
  - *Anti-Black Racism*
  - *Anti-Indigenous Racism*
  - *Antisemitism*
  - *Islamophobia*
  - *Other, please specify*
9. Does your project also address any of the following? (select all that apply).
- *Anti-Asian Racism*
  - *Anti-Black Racism*
  - *Anti-Indigenous Racism*
  - *Antisemitism*
  - *Islamophobia*
  - *Other, please specify*
10. Please indicate the requested funding amount for your Project:  
*The minimum requested funding amount is \$25,000 and the maximum is \$125,000.*
11. Please provide a brief overview of how you plan to utilize the requested funds to cover anticipated expenses. (max. 200 words).

## 2c– Project Description

1. Please insert a brief project description (max. 150 words). Ensure that your description contains

details regarding project objectives, activities, and outcomes.

You may use or own of the following template: (The [insert project title] aims to support [participant demographic] to [list project objectives]. We will deliver [list activities] to achieve our goal of [project objectives]. The project will take place in [list project location(s)] and will span from [insert project dates]. We will work with [list any relevant partners] to ultimately [list project outcomes].

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### Section 3: Documents and Upload

Please confirm you have your most recent annual financial statements reflecting the last 2 years. Financial statements for organizations with revenue of more than \$250,000 **must be audited**.

If you are a newly incorporated organization (i.e. less than two years old) and you **cannot produce any financial statements**, you **must** submit a [financial letter of explanation](#) instead, attesting to your financial management capabilities and organizational capacity. The template for the Financial Letter of Explanation can be found in our program guidelines.

- Annual financial statements (last 2 years) or Financial Letter of Explanation
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### Section 4: Authorization and Declarations

#### Authorization: Recipient Community Organization

By completing this section, the applicant confirms that the Organization is supportive of this grant application.

Upon submission, your application will be shared with CRRF's staff and board members for review.

You have appropriate signing authority to submit this proposal on behalf of the organization.

- Yes, I have authorization

Your signature:

Your full legal name:

Your role within the organization:

Today's date: