

IMPORTANT

- > Please save the form on your computer before filling it in with Adobe Reader (version 8.0 or higher).
- > Do not fill out the form in a web browser.
- > Do not modify the PDF under any circumstances.

1. Project

1.1 Project title

1.2 Project summary (dates, venues, organizers, etc.)

[max. 150 words]

2. Partners

Please provide professional information only.

2.1 Organizational information

Name:	
Address of head office and/or principal place of business:	
Website:	

2.1.1 Fields of the organization

Please check the field(s) in which the identified organization works.

☐ Diplomacy	☐ Politics	☐ Indigenous rights	☐ Education
☐ Health and well-being	☐ Communication	☐ Heritage	☐ Art
☐ Culture	☐ Other (specify):		

2.2 Information about the applicant

Last name, first name:	
Title/role:	
Address:	
Tel.:	
Email address:	

2.3 Information about the people who will be taking part in the event or activity

Last name, first name:	
Title/role/relationship to organization:	

Last name, first name:	
Title/role/relationship to organization:	

Last name, first name:	
Title/role/relationship to organization:	

3. Detailed project description

3.1 Describe the project (precise objectives, activities, contribution of partners, links with the objectives of the call for proposals, etc.)

[max. 550 words]

3.2 List the main stages leading up to completion of the project.

Description of activity and milestone	Timeline

3.3 Describe the project's anticipated spin-offs (partnerships formed or deepened, potential for recurrence, extension or reciprocity of collaboration, knowledge gained, sharing with the community etc.)

[max. 450 words]

3.4 List the activities planned to promote, communicate, and share the main achievements resulting from participation in the event or activity (publications, webinars, artistic productions, etc.)

[max. 200 words]

3.5 Indicate at least one of the Québec sustainable development principles taken into account in the project.

Sustainable development principles with a strong environmental dimension	Sustainable development principles with a strong social dimension	Sustainable development principles with a strong economic dimension
Including principles with a strong environmental dimension aims to maintain the integrity of the environment and reduce the ecological footprint of the project.	Including principles with a strong social dimension aims to help improve the community's quality of life, foster equity and social solidarity, and promote socially responsible action.	Including principles with a strong economic dimension aims to ensure that production and wealth-creation activities respect both people and the support capacity of ecosystems.
Examples of applications: Responsible consumption (reduce, reuse, recycle); waste management; energy efficiency; greenhouse gas reduction; reduction of water consumption; management of the project's environmental impact; protection and preservation of biodiversity, ecosystems, and components of the natural environment	Examples of applications: Participation and involvement of community members and people in integration; considering the specific needs of different populations in the design and implementation of the project; improving quality of life and the living environment	Examples of applications: Responsible and local sourcing and purchasing; business ethics; job creation; quality goods and services that meet needs; creativity and innovation; sharing of knowledge, experience, and best practices; responsible management of human, financial, and material resources
☐ Environmental protection ☐ Prevention ☐ Precaution ☐ Biodiversity preservation ☐ Respect for ecosystem support capacity ☐ Responsible production and consumption ☐ Polluter pays	☐ Health and quality of life ☐ Social equity and solidarity ☐ Participation and commitment ☐ Access to knowledge ☐ Subsidiarity ☐ Inter-governmental partnership and cooperation ☐ Prevention ☐ Protection of cultural heritage ☐ Responsible production and consumption	☐ Economic efficiency ☐ Responsible production and consumption ☐ Prevention ☐ Polluter pays ☐ Internalization of costs

3.5.1 Explain how your project meets the indicated sustainable development principles.

[max. 200 words]

4. Budget forecasts and funding sources

The funding support requested must be in line with the [eligible expenditures](#) listed in the call for proposals website.

Approved funding support: up to \$9,000 CAD

4.1. Amount requested from the Ministère (2024-2025)

Type of expenditure	Amount
TOTAL	

4.2. Other funding sources (specify).

Type of expenditure	Source	Amount (add "TBC" if amount is still to be confirmed)

4.3 Has your organization ever received another grant from the Ministère or another department or agency of the Government of Québec? Please specify.

[max. 200 words]

Amount requested by the organization from the Ministère des Relations internationales et de la Francophonie:

For 2024-2025:

\$ (max. \$9,000)

5. Presentation of the application and questions about the process

This form must be accompanied by the following documents in order to submit the funding application:

- Activity report of the represented organization
- Financial statements for the most recently ended fiscal year
- Letter of support from the community (optional)
- Any other relevant documents

Applications must be emailed to droitsdelapersonne@mri.gouv.qc.ca no later than **January 26, 2025, at 11:59 p.m.** **Applications submitted after the deadline will not be considered.**

If you have any questions about submitting a funding application or about the selection process, please contact:

Justine Auclair

Human Rights Advisor and First Nations and Inuit Relations Coordinator

Direction des organisations et des forums internationaux

Ministère des Relations internationales et de la Francophonie

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