



Canada

APPLICANTS GUIDE

Grants for Organizations

SUBMISSION PERIOD : NOVEMBER 15th to
DECEMBER 17th 2025



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Section 1: General Information

1.1 Program Overview

As part of the Government of Canada's 2023-2028 Action Plan for Official Languages through Canadian Heritage, the VIF Program, which stands for Programme de valorisation d'initiatives francophones (Francophone Initiatives Promotion Program), aims to fund initiatives that provide young people aged 14 to 30 with opportunities to come together, exchange, support one another, and engage in French in-person.

Grants for Organizations: this funding stream is intended for larger-scale initiatives led by non-profit organizations (NPOs), particularly those with a regional, provincial/territorial, or national impact.

This funding supports structuring projects that promote linguistic security and provide opportunities for participation and engagement for young people aged 14 to 30.

1.2 Program Objectives

The VIF Program aims to:

- **Bring TOGETHER** young people through activities in French to strengthen their linguistic security and sense of belonging.
- **Create EXCHANGES** with youth from different linguistic communities to foster cooperation and appreciation of Canada's official languages.
- **Increase SUPPORT** for the learning and use of French in daily life, especially for youth whose first language is not French.
- **Encourage** youth participation in civic and social ENGAGEMENT in French.

Please note that all projects must meet Objective 1, which is to “**Bring TOGETHER young people through activities in French to strengthen their linguistic security and sense of belonging**” as well as one or more of the objectives mentioned above.

Section 2 – Eligibility and Requirements

2.1 Eligible Organizations:

To be eligible for funding, your organization must be:

- A registered non-profit organization in Canada.

Under the program, legally established Canadian non-profit organizations under federal, provincial, or territorial law are eligible applicants. All applicants must provide their incorporation and business numbers issued by the Canada Revenue Agency (CRA) when applying for funding.

Or

- A Band Council and
- Have maintained uninterrupted legal status for at least three (3) years as of the application date and remained active since registration.

2.2 Eligible Projects:

To be eligible for funding under the VIF Program – Grants for Organizations, your project must:

- Contribute to the program's objectives.
- Target youth aged **14 to 30** or a portion of this group.
- Take place entirely in **Canada**.
- Take place primarily in person (**at least 80% of activities must be in-person**), although some components may be carried out virtually before or after.
- Be conducted in **French**.
- Directly involve young people; they must play an active role in the project (development, implementation, and evaluation).
- Be completed by **March 31, 2027**.

Important:

- Each organization may submit only one project application per year but may participate as a partner in other initiatives.
- If the project already exists, the applicant organization must clearly demonstrate how this grant will enable new results to be achieved.
- The selected organization must sign a grant agreement, participate in project evaluation, submit a final report at the end of the initiative, and attend follow-up meetings (if applicable) related to the funding received.

2.3 Ineligible Projects:

- Projects that do not meet VIF Program objectives
- Projects whose objective is to organize a fundraiser
- Projects that do not primarily target young people aged 14 to 30 or a portion of this group
- Projects that promote any form of discrimination and/or violate human rights
- Capital projects
- Projects of a religious nature
- Operation of organizations
- Ongoing collaborative processes or strategic planning activities that do not introduce new elements

2.4 Eligible Expenses:

Only expenses related to the implementation of the project are eligible. The categories of expenses covered include:

- Staff salaries and fringe benefits
- Accessibility costs required to ensure the inclusion of historically marginalized groups
- Equipment
- Marketing and communication
- Speaker fees and expenses
- Performers' fees
- Refreshments (food and non-alcoholic beverages) for activities
- Venue rentals
- Partnership fees*
- Travel expenses (accommodation and transportation) for project activities
- Administrative costs (up to 10% of the total amount requested)

** Under this Program, partnership costs refer to all costs distributed to a partner organization or organizations for the implementation of part of the project.*

2.5 Ineligible Expenses:

- Expenses incurred prior to signing the agreement
- Capital costs
- Costs related to activities directly associated with election campaigns, political parties, or partisan activities
- Scholarships

3. Project Duration

Eligible projects must take place between April 1st, 2026, and March 31st, 2027.

4. Amount and Terms of Payment

Project budgets must range between \$15,000 and \$80,000. The grant may cover up to 100% of eligible project expenses. Unless otherwise specified, 90% of the grant will be paid after the agreement is signed and the remaining 10% upon approval of the final report.

Under this stream, only projects with budgets between \$15,000 and \$80,000 will be accepted.

5. Accountability:

Final reports must be completed within 60 days after the last project activity is completed under the grant.

Organizations must:

- Participate in a mid-term follow-up meeting to review the progress of the project**
- Complete a final activity report.
- For projects lasting longer than 10 months, a mid-year activity report must also be submitted.

*** The mid-term follow-up meeting may be required depending on the project's duration.*

6. Evaluation Criteria:

Submissions will be evaluated by a selection committee based on the following criteria:

- The project aligns with the objectives of the VIF Program.
- The project addresses the specific needs of the community and mobilizes local resources and knowledge.
- There is a clear link between the stated objectives, the available resources, and the planned activities.
- The project engages historically marginalized communities or youth who are often underserved.

(If the project aims to reach historically marginalized communities or underserved youth the budget should clearly demonstrate funds allocated to ensure the full participation of these youth.)

- The scope of the project (i.e., the number of young people directly involved in the project).
- The geographical scope and demographic diversity of the project.
- The active role of young people in the different stages of the project

(if the project includes the involvement of youth organizations as partners in the implementation of the project, the budget should clearly show funds allocated to youth organizations for their contributions).

- The organization's proven ability to implement and manage the initiative effectively, with sound governance and adequate skills (or strategies to acquire them).
- The project budget is reasonable and well-justified.
- Measures implemented to promote the participation of both official language communities.

7. Obligation of Funded Organizations

The organization receiving financial assistance agrees to fulfill the following obligations during the term of the agreement:

- Carry out the agreed project, ensuring that eligibility conditions are met.
- Sign and respect the agreement.
- Agree to mention, in all public communications related to the project, that funding was obtained under the VIF Program, in accordance with the VIF Program visibility plan.

- Use and allocate the amounts received exclusively for the purposes of carrying out the activities associated with their subsidized project.
- Agree to repay any amount not used or used for purposes other than those specified in the project.
- Keep, for verification purposes, all invoices and accounting records of all supporting documents that are related to the project for a period of five (5) years.

8. Submission of Applications:

Applications must be submitted via the SurveyMonkey Apply platform no later than December 17, 2025, to complete and sign the various forms.

To be eligible, the application must be completed and accompanied by the following documents:

- The grant application form duly completed.
- The forecast budget form.
- Completed and signed personal declaration.
- Proof that you are a legally registered non-profit organization.
- If applicable, partner organizations must complete a recommendation form confirming their contribution to the project.
- Any other document deemed relevant.

Important: You can find the questions from the form and the budget template in the appendix. [Click here](#) if you would like to download the form. Please note that these are provided for informational purposes only. Only applications submitted via [SurveyMonkey Apply](#) will be accepted.

To learn more about using the SurveyMonkey Apply Platform, please refer to this [user guide](#).

After the submission:

After submission you will receive an acknowledgment confirming that your application has been received. Your application will then be reviewed by the selection committee. You will receive a response from the Dialogue Network once a decision has been made regarding your application. **All decisions made by the Dialogue Network are final and are not subject to appeal.**

The selected projects will then be contacted for the next steps.

Annexe 1 – Formulaire de demande de financement et réponses attendues

Instruction : Vous trouverez en Italique, des instructions sur nos attentes ou réponses attendues. Ceci est à titre informatif et vise à vous aider dans le remplissage de votre demande de subvention. **Veuillez noter que l’affichage des questions sur SurveyMonkey Apply pourrait être largement différent.**

Information sur votre organisation	
Nom légal de l’organisation*:	<i>Veuillez fournir le nom légal de votre organisation</i>
Nom d’usage de l’organisation*	<i>Veuillez fournir le nom d’usage de l’organisation si différent de votre nom légal de l’organisation.</i>
Adresse postale de l’organisation	
Numéro * Rue Case postale	
Ville*	
Province/Territoire*	
Code postal	
L’adresse civique est identique à l’adresse postale* <input type="radio"/> Oui <input type="radio"/> Non <i>Veuillez cocher OUI si votre adresse postale est identique à l’adresse civique de votre organisation. Si c’est le cas, vous n’aurez pas à remplir la section ci-dessous.</i>	

Appendix 1 – Funding application form and expected responses

Instructions: Instructions regarding our expectations or expected responses are provided in italics. This information is provided for informational purposes only and is intended to assist you in completing your grant application. **Please note that the way that questions are displayed on SurveyMonkey Apply may differ considerably.**

Information about the organization	
Organization's legal name *:	<i>Please provide the legal name of your organization.</i>
Organization's operating name :	<i>Please provide the organization's operating name if it differs from its legal name.</i>
Organization's mailing address	
Number * Street name P.O. Box	
City*	
Province/Territory*	
Postal code	
<p>The civic address is the same as the mailing address*</p> <p> <input type="radio"/> Yes <input type="radio"/> No </p> <p><i>Please check YES if your mailing address is the same as your organization's street address. If so, you do not need to complete the section below.</i></p>	

Organization's street address*	
Number, street name*	
Town/City*	
Province/Territory*	
Postal code*	
Telephone* Extension (optional) Other phone number (optional)	Please enter your organization's phone number here and include the extension if applicable. Important: The phone number must be 10 digits long and in the following format: 123-456-7890.
Organization's email*	Please provide your organization's email address here
Organization's website (If your organization does not have a website, you can provide the link to your Facebook page or other platforms)*.	Please provide the website or link to your Facebook page or other platforms. The website should have a layout like the following site: https://www.nomdudomaine.xx/
Structure and Governance	
<p>Scope of the organization's activities according to your bylaws and regulations*:</p> <ul style="list-style-type: none"> <input type="radio"/> International <input type="radio"/> National <input type="radio"/> Interprovincial <input type="radio"/> Provincial/territorial <input type="radio"/> Regional/local/municipal <p><i>Please select the options that apply to your situation. More than one option may apply.</i></p>	

Please provide proof of incorporation (letter of authorization, municipal, provincial, or federal business registration number)

- Business registration number:
- Provincial
- Federal
- Charity registration number (if applicable)

You must download a document [here](#) that proves you are registered in Canada.

Organization's mandate, mission, and objectives*

You have 500 words to tell us about your organization's mandate, mission, and goals. We encourage you to be concise.

Organization's experience and capacity

Describe the experience and capacity in carrying out projects of a similar nature or scope (including management, financial, administrative, and accountability capacity) *.

words max 300

<p>Please select the options that apply to you</p> <p>Number of staff:</p> <p><input type="radio"/> 0 (only volunteers)</p> <p><input type="radio"/> 1-5 employee(s)</p> <p><input type="radio"/> 6-10 employees</p> <p><input type="radio"/> 11-20 employees</p> <p><input type="radio"/> 21+ employees</p>	
<p>Please provide your most recent financial statement*</p>	<p><i>Please download your most recent financial statement.</i></p>
<p>What is your experience or ability to work with youth aged 14 to 30, or a segment of this age group?</p>	<p><i>Please provide any information regarding your experience or ability to work with youth aged 14 to 30, or with a segment of this age group. If you do not have prior experience, we invite you to describe the measures or strategies you plan to implement to address this.</i></p> <p><i>Maximun word : 300</i></p>
<p>Have you ever applied for funding under the VIF Program – Stream 1?*</p> <p>Yes – No</p>	<p><i>If you have previously applied for funding under the VIF Program, please select "YES," even if your application was not approved. Conversely, if you have never applied for funding under the VIF Program, please select "NO."</i></p>
<p>Have you ever received funding under the VIF Program – Stream 1?*</p> <p>Yes – No</p>	<p><i>This question will only appear if you answered "YES" to the previous question. Please select "YES" if your organization received funding under the VIF Program (for the 2025-2026 year), and "NO" if it did not.</i></p>
<p>Contact person to provide detailed information regarding the application</p>	
<p>Name of contact person for this application *</p>	

Salutation: <input type="radio"/> Mr. <input type="radio"/> Mrs. <input type="radio"/> Ms. <input type="radio"/> Mx	<i>Please select the salutation that applies to you</i>
First name	
Last name	
Title:	
Email address <input type="radio"/> X I would like to subscribe to the Dialogue Network newsletter.	<i>Please check the box if you would like to subscribe to the Dialogue Network newsletter. This question is optional. You may choose not to subscribe; this will not affect our decision.</i>
Phone Extension (optional) Other phone number (optional)	<i>Please enter the contact person's phone number here and include their extension if applicable. Important: The phone number must be 10 digits long and be in the following format: 123-456-7890</i>
Please select the option that apply to your situation: <input type="radio"/> This person is also an authorized signatory <input type="radio"/> This person is also the contact person for financial notifications <i>Please select the option that applies to your situation. A signatory is someone who has the authority to sign an agreement on behalf of the organization. A financial contact is someone who will receive financial information about the grant deposit if your application is approved.</i>	

Name of the signing person on behalf of the organization*	
If you have already checked the box above for the signatory, these questions will not appear.	
Salutation: <input type="radio"/> Mr. <input type="radio"/> Mrs. <input type="radio"/> Ms. <input type="radio"/> Mx	<i>Please select the salutation that applies to you</i>
First name	
Last name	
Title:	
Email <input type="radio"/> X I would like to subscribe to the Dialogue Network newsletter. <input type="radio"/> This person is also the contact person for financial notifications	
Phone number Extension (optional) Other phone number (optional)	<i>Please enter your organization's phone number here and include the extension if applicable. Important: The phone number must be 10 digits long and in the following format: 123-456-7890</i>
Name of contact person for financial notifications *	
Salutation: <input type="radio"/> Mr. <input type="radio"/> Mrs. <input type="radio"/> Ms. <input type="radio"/> Mx. <input type="radio"/> None	<i>Please select the salutation that applies to you.</i>

First name	
Last name	
Title:	
Email <input type="radio"/> X I would like to subscribe to the Dialogue Network newsletter.	<i>Please check the box if you would like to subscribe to the Dialogue Network newsletter. This question is optional. You may choose not to subscribe; this will not affect our decision.</i>
Phone number Extension (optional) Other phone number (optional)	<i>Please enter your organization's phone number here and include the extension if applicable. Important: The phone number must be 10 digits long and in the following format: 123-456-7890</i>
Information about the project	
Project title*:	
Project start date (including planning) *	<i>To be eligible, the project must start by April 1st 2026</i>
Project end date *	<i>To be eligible, the project must be completed by March 31st, 2027, at the latest.</i>
Scope of project activities* <input type="radio"/> National <input type="radio"/> Interprovincial <input type="radio"/> Provincial/Territorial <input type="radio"/> Regional/Local/Municipal	<i>You must select the option that applies to your situation:</i> <i>- National (if your project is being carried out across Canada).</i> <i>- Interprovincial (if your project is being carried out in two or more provinces).</i> <i>- Provincial/Territorial (if your project is being carried out in one province or territory).</i> <i>- Regional/Local/Municipal (if your project is being carried out in a region, locality, or municipality).</i>

Project description (objectives and results)	
<p>Provide a description of your project: objectives, scope, proposed activities (e.g., workshop topics, names of keynote speakers), and expected results (e.g., number and type of events, materials to be developed). Please also specify whether the activities will be virtual and/or in-person. Highlight the innovative aspects of the project if applicable. Please note that to be part of this initiative, at least 80% of your project must be conducted in-person. Any project that does not meet this requirement will be rejected.</p>	<p><i>You must provide all the information necessary to help us evaluate your project. The objectives must be clear and precise; you must identify the target audience (age, number of people), the names and number of activities proposed, and provide information on the types of events and the results you wish to achieve. It is important that you provide this information in a clear and precise manner.</i></p> <p><i>Maximum number of words: 2250</i></p>
<p>Project summary* Provide a short description of your project, making sure to include the following information: project dates, number of participating, project objective.</p>	<p><i>If your request is accepted, this information may be used on the dialogue Network website.</i></p> <p><i>Maximum number of words: 150</i></p>
<p>Is your project a continuation of a project carried out in previous years? * Yes – No</p>	<p><i>If the project you are proposing is a continuation of a project you have done in previous years, you must select Yes. If you select No, the next question will not appear.</i></p>
<p>Explain how this funding will add a new dimension or achieve new results.</p>	<p><i>If you answered YES, you must demonstrate how this funding will enable you to achieve new results or add new dimensions.</i></p>
<p>Is your project already part of your current programming? * Yes - No</p>	<p><i>If the project you are proposing is not a new project and is part of your activity schedule, you must select YES. If this is not the case, you must select NO. If you selected No, the following question will not appear.</i></p>

<p>What changes will your project bring to your community?*</p>	<p><i>You must explain what changes will result during or at the end of the project in your community.</i></p> <p><i>Word limit: 500</i></p>
<p>Objectives and expected results of the program*</p>	
<p>Please select the program objectives your project aims to achieve: *</p> <p>Your project must mandatorily meet the following objective: Bringing TOGETHER young people through activities in French to strengthen their linguistic security and sense of belonging.</p> <p>It must also address at least one of the following objectives:</p> <ul style="list-style-type: none"> <input type="radio"/> Creating EXCHANGES with youth from different linguistic communities to foster cooperation and appreciation of Canada's official languages. <input type="radio"/> Increased SUPPORT for the learning and use of French in daily life, especially for youth whose first language is not French. <input type="radio"/> Encouraging youth participation in civic and social ENGAGEMENT in French. 	<p><i>To be part of this program, your project must involve young people. In addition to this objective, you must also choose one of the three remaining objectives of the program.</i></p>
<p>Explain how the proposed activities will contribute to achieving the program objectives selected above.*</p>	<p><i>Maximun word : 300</i></p>
<p>Explain how your project will be led by youth*.</p> <p>Please describe their roles and responsibilities for the funded period.</p>	<p><i>You must demonstrate that young people will play an active role throughout the project lifecycle (identification, planning, implementation, and evaluation). Please note that the more your project demonstrates that young people play an active role, the more likely it is to receive the maximum number of points for this question. Maximum number of words: 500</i></p>

Scope of the project	
Information about the activities	
Number of training activities	
Number of community-building activities	
Number of virtual activities	
Number of artistic diffusion activities	
Number of gathering activities	
Other activities (please specify)	
Number of activities carried out under this grant*	<i>Explain how the proposed activities will contribute to achieving the program objectives selected above.</i>
Information about the participants	
Number of youth participant (14-30 years) by type of activities:	
Active involvement : youth who contributed to the organization, implementation, and/or facilitation	
Participation in activities: youth who took part in the activities without an organizational role	
Virtual participation : Youth reached online (social media, live streaming, etc.)	
Total in person	
Total	
Percentage (%) by mother tongue (in person only)* <input type="radio"/> French <input type="radio"/> English <input type="radio"/> Neither french nor english Total du percentage	<i>The calculation is automatic; the percentage must equal 100.</i>

Percentage (%) by group age (in person only)*

- ☐ 14-18 years
- ☐ 19-25 years
- ☐ 26-30 years
- ☐ 31+

The calculation is automatic; the percentage must equal 100.

Total du percentage

Provinces and territories

Please select the province(s) and territory(ies) concerned.

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

<p>Does your project target historically marginalized groups? Yes – No</p>	<p><i>If your project is aimed at historically marginalized groups, please select YES. If this is not the case, please select No. This will prevent the following two questions from appearing.</i></p>
<p>Select the target group(s) that apply to your project:</p> <ul style="list-style-type: none"> <input type="radio"/> Women <input type="radio"/> Racialized people <input type="radio"/> 2SLGBTQIA+ <input type="radio"/> People with disabilities <input type="radio"/> Newcomers <input type="radio"/> Indigenous people (First Nations, Métis and/or Inuit) <input type="radio"/> Remote/rural area <input type="radio"/> Other (specify) 	
<p>What measures will your organization take to promote the participation of the groups selected above?</p>	<p><i>Here we expect you to tell us about specific measures you plan to take to ensure the full participation of the groups selected above. We would like to see measures that go beyond mere representation.</i></p> <p><i>Maximum number of words: 350</i></p>
<p>What measures have been taken by your organization to encourage participation from members of both official language communities? *</p>	<p><i>Here we expect you to tell us about specific measures you plan to take to ensure the participation of participants from both official language communities. This question allows us to demonstrate your intention to include both communities.</i></p> <p><i>Maximum number of words: 350</i></p>

Budget Important: The cost of expenses and income must add up.	
Would you have partners for this project? <input type="radio"/> Yes <input type="radio"/> No	<p>Please select Yes if you have one or more partners for this project and No if you do not have any partners.</p> <p>If you select Yes, you will be asked to list the names and roles of the partners in the next question. If you select NO, you will not be able to see the next question.</p> <p>Important: If you select YES, you will be asked at the end to provide the contact details of your partners so that they can complete the recommendation form. The partner(s) will have until december 17th 2025 to provide their recommendation.</p>
List the names of your partners for this project and describe their roles (and, if applicable, the amount that the partners will contribute).	<p>You must list the names of your various partners in the project and describe their roles and responsibilities within the project. Please also provide their contact details so that we can validate their roles.</p>
Amount requested from the VIF Program	<p>Please enter the amount requested from the VIF Program here.</p>
Source of funding: Please provide other sources of funding planned for this project, including contributions in kind and private and public funding	<p>You must list the various sources of funding and indicate the status of the funding. If the funding has already been confirmed, you must indicate "confirmed" in the table; if not, you must indicate, "Not confirm."</p> <p>You must also specify the type of contribution: cash or in kind.</p> <p>For in-kind contributions, you must estimate the cost of the contribution.</p>
Please provide a detailed budget broken down by expense category	<p>In the budget table, you must provide information for the expense categories that apply to your situation. It is important to provide details about expenses in the description column (if applicable).</p>

Budget Table:

Estimated Budget					
Name of project	Description	Total amount	Status - confirmed/ not confirmed	Types of contribution cash or in kind.	Revenue
	<i>Describe the type of organizations, funding, or other essential information about this funding</i>	<i>Amount requested - Enter the amount requested from the VIF Program here Enter the amount of the financial source.</i>	<i>Not confirmed Enter the information if you already have a confirmation of financial source.</i>	<i>Select the type of contributions that may apply to any situation.</i>	<i>List the different financial sources</i>
Expenses		Total amount		Amount requested from the VIF Program	
Expenditures					
Salary and benefits					
Professional fees					
Speaker fees					
Venue rental					
Marketing and communication (printing, advertising)					
Project materials					
Partnership fees <i>Partnership costs refer to any costs distributed to one or more partner organizations for the implementation of a part of the project.</i>					

Refreshments (food and non-alcoholic beverages)	
Artists' fees	
Travel expenses	
Administrative fees (max: up to 10% of the total amount requested)	
Total	<i>Important: The total income must match the total expenses. If it does not, you will not be able to proceed to the next step.</i>

Expression of Interest from Your Organization – Stream 2: Youth Micro-Grants

Is your organization interested in being involved in Stream 2 – Youth Micro-Grants?

This stream allows youth aged 14 to 30 to submit micro-grant applications to support youth-led activities that foster connection within their communities in French. Youth participants will be matched with partner organizations to support the implementation of their projects.

Please note: Indicating your interest does not guarantee that your organization will automatically be contacted or matched with a youth participant. Selecting “No” will not affect your eligibility or selection for the Organization Grant Stream.

- ☐ Yes
- ☐ No
- ☐ I want to know more about this

Declaration

I acknowledge that:

- I have the ability and authority to submit this funding application on behalf of the applicant organization.
- I certify and warrant on behalf of the organization and as an individual that the information provided in this funding application and supporting documentation is true, accurate and complete.
- I have read the applicants' guide and understand the program requirements.

Full name

Title

Signature