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| **Multiculturalism and Anti-Racism Program**  **Events component**  **General Application Form**  **INSTRUCTIONS:**   * Please complete all sections of this application form. **All fields are mandatory unless otherwise indicated.** Responses toapplication questions should be clear and concise. Once completed, send the form and all supporting documentation by e-mail to:   **Ontario**: [multiontario-ontariomulti@pch.gc.ca](mailto:multiontario-ontariomulti@pch.gc.ca)  **Quebec**: [multiquebec@pch.gc.ca](mailto:multiquebec@pch.gc.ca)  **Atlantic**: [multiatl-atlmulti@pch.gc.ca](mailto:multiatl-atlmulti@pch.gc.ca)  **Prairie and Northern Region (Manitoba, Saskatchewan, Northwest Territories and Nunavut)**:  [rpn-pnr@pch.gc.ca](mailto:rpn-pnr@pch.gc.ca)  **West (Alberta, British Columbia and Yukon)**: [multiwest-multiouest@pch.gc.ca](mailto:multiwest-multiouest@pch.gc.ca)   * **Before you begin writing your application, please read the program guidelines carefully**. Your application must illustrate how your event meets the Program’s objectives, the objectives and expected results of the Events component. Events proposals that also demonstrate links with one or more of the program’s priority themes will be treated as a priority as outlined in the [guidelines](https://www.canada.ca/en/canadian-heritage/services/funding/community-multiculturalism-anti-racism/events/application-guidelines.html). * Watch the [**video**](https://www.canada.ca/en/canadian-heritage/services/funding/community-multiculturalism-anti-racism/video-how-complete-application-package-multiculturalism-anti-racism.html) for practical tips on how to complete your funding application package. * Incomplete applications will not be considered. A complete application includes answers to all questions, signatures, and supporting materials where required. | | | | | |
| **Part A – Applicant Information** | | | | | |
| **Legal name of your organization (as per articles of incorporation, if applicable)** | | | | | |
| **Primary address** | | | | | |
| Street | | | | | |
| City | | Province/Territory | | | Postal code |
| Telephone  (   )       Extension | | Alternate telephone number (if applicable)  (   )       Extension | | | Fax (if applicable)  (   ) |
| E-mail address | | Website address (if applicable) | | | Preferred language of communication?  English  French |
| Social media accounts (if applicable) | |  | | |  |
| **Mailing Address** (if different from primary address) | | | | | |
| Street | | | | | |
| City | | | Province/Territory | | Postal code |
| **Contact Person** | | | | | |
| Salutation (required) Mr. Ms. None Other (specify) | | | | | |
| First Name | Last Name | | | Title | |
| Telephone (   )       Extension | | | | E-mail address | |
| **Legal Status** | | | | | |
| Not-for-profit?  Yes  No  Incorporated?  Yes (Federal)  Yes (Provincial/Territorial)  No  Registered with Canada Revenue Agency as a Charitable Organization?  Yes  No  Registration Number       Date of incorporation YYYY-MM-DD:  Date of continuance YYYY-MM-DD:  Request in process  Yes  No Date applied YYYY-MM-DD:  As of April 1, 2020, we no longer accept Provincial Registrations. We still accept Charity Registration Numbers, GST/HST Numbers, Federal Incorporation Numbers, or a Band Number as proof of incorporation. Unincorporated organizations are exempt from this requirement.  On what date does your fiscal year begin? MM-DD (required)    -  Is your organization an Indigenous (First Nations, Inuit, or Métis) government, a band council or a tribal council or a not-for-profit Indigenous organization?  Yes  No | | | | | |
| **Has your organization previously received funding from Canadian Heritage?**  Yes  No  **If yes, which program (s)?** | | | | | |

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| **Part B – Event Information** | | | | | | |
| **Event Title:** | | | | | | |
| **As indicated in the budget:**  Total cost of the event:$  Total amount requested for the event:$ | | | | | | |
| **Planned start date of event spending** **YYYY-MM-DD**  *(This would include planned start date of event related expenses leading up to the actual event)* | | | | **Planned end date of event spending** **YYYY-MM-DD** | | |
| **Actual date(s) of the event YYYY-MM-DD**  *(Official advertised event date(s) open to the general public)* | | | |  | | |
| **YEAR 2 (only if requesting funds for a recurring event in a second fiscal year)** | | | | | | |
| **Event Title:** | | | | | | |
| **As indicated in the budget:**  Total cost of the event:$  Total amount requested for the event:$ | | | | | | |
| **Planned start date of event spending** **YYYY-MM-DD**  *(This would include planned start date of event related expenses leading up to the actual event)* | | | | | **Planned end date of event spending** **YYYY-MM-DD** | |
| **Actual date(s) of the event YYYY-MM-DD**  *(Official advertised event date(s) open to the general public)* | | | | |  | |
| **Proposal** | | | | | | |
| In preparing your proposal, you must provide information to address each of the following sections.  Your answers to the following questions will allow the Department of Canadian Heritage to assess your application. It is your responsibility to provide all required information and documents. If this information is not provided, the Department will be unable to proceed with the assessment of your funding application.  The term community (ies) is used throughout this form to refer to a group of individuals who share common interests (e.g. language, culture, religion, etc.) or a place in which a group of people live together within a shared geographical area (e.g. a village, a city, etc.). Examples include the communities of focus in Canada’s Anti-Racism Strategy (Indigenous, Black, racialized, and religious minority). | | | | | | |
| **Event Description** | | | | | | |
| **1 – Summarize your proposed event in a clear and concise manner, including all of the following points:**   1. Summary of the planned events/activities      1. Location of event      1. Outcomes anticipated from event (e.g., new skills, new behaviours, additional knowledge, etc.)      1. Who is expected to participate?      1. Provide the expected total number of participants for your event. This refers to participants who will attend your event. Attendance requires live presence either in person and/or virtually (if online activities take place). | | | | | | |
| **Link to the Multiculturalism and Anti-Racism Program’s objectives** | | | | | | |
| **2 – Please select one or more of the Program objectives your event aims to meet:**  advance anti-racism; foster ethnocultural diversity and inclusion; promote intercultural and interfaith understanding;  provide equitable opportunities for equity-deserving populations and community organizations to participate fully in all aspects of Canadian society;  promote dialogue on multiculturalism, anti-racism, racial equity, diversity and inclusion to advance institutional and systemic change so that Canada becomes a more inclusive society, free from racism and hate-motivated actions;  support research and evidence to build understanding of the disparities and challenges faced by equity-deserving populations. | | | | | | |
| **Link to the Events component objectives, expected results and priorities**  *Note: Events that will be funded through the Multiculturalism and Anti-Racism Program will be required to track the performance of their event by using reporting templates to communicate the results of their event.* | | | | | | |
| 1. **– A. Please select one or more of the component’s objectives your event aims to meet:**   nurture and promote intercultural or interfaith understanding  promote discussions on multiculturalism, diversity, racism and religious discrimination  celebrate a community’s history and culture, such as heritage months recognized by Parliament  **Please explain how.**    **B. Please select one or more of the expected results your event aims to meet:**  increase awareness of Canada’s cultural diversity  increase awareness of issues affecting full participation in society and the economy, related to culture, ethnicity and/or religion  increase capacity within communities to address racism and discrimination  **Please explain how.**    **C. Please indicate if your event includes one or more of the funding priorities listed in the Events guidelines and how your event is linked to this (these) priorities.** | | | | | | |
| **Involvement of Communities** | | | | | | |
| **4 – Select ONE of the following items:**  Our event **involves more than one single** cultural, religious or ethnocultural community.  Our event **involves one single** cultural, religious or ethnocultural community.  **If your event involves more than one single cultural, religious or ethnocultural community:**   1. List the cultural, religious, ethnocultural communities involved in your event.      1. Explain how your event will create opportunities for positive interactions between cultural, religious or ethnocultural communities.     **If your event involves one single cultural, religious or ethnocultural community:**   1. Specify which community. | | | | | | |
| **Event Rationale** | | | | | | |
| **5 – Explain the rationale for this event by answering the following questions:**  Include any relevant issues, supporting data and information, especially consultations with partners, potential beneficiaries and stakeholders.   1. Why is this event needed within the local, regional and/or national context? | | | | | | |
| **Event Activities** | | | | | | |
| **6 – List all of your event’s planned activities and provide the information requested in each column.** | | | | | | |
| **Activity name** | **Date/**  **Timeframe**  (YYYY-MM-DD)  To  (YYYY-MM-DD) | **Location of activity**  (City/Province) | **Number of attendees** | | | **Description of activity, please include:**   1. Who will be participating (communities)? 2. How the activity will be implemented? 3. If this event intented for and open to the public? 4. If a product (e.g., recordings, publications) will be developed as a result of this event? 5. How you will promote the activity? 6. How you will reach target audiences? |
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| **Support from Partners (if applicable)** | | | | | | |
| **7 – List the organizations that have made a commitment to support your event as partners, describe their role and indicate their contribution (cash or in-kind).**  **Please note:**  In-kind contributions are considered real contributions to the cost of the proposed activities but are not reimbursable. Donated goods and services may be considered in-kind contributions if they are: essential to your project’s success; if they would otherwise have to be purchased or paid for by the recipient; if they can be measured at fair market value (i.e., in relation to similar goods and services). | | | | | | |
| **Applicant Profile and Capacity** | | | | | | |
| **8 – Provide a description of your organization, including your mandate and details on similar events delivered over the past few years.** | | | | | | |
| **9 – Describe the organizational resources (both financial and human) that will be used for the event delivery, and your organization’s access to the knowledge and skills needed to deliver the proposed event activities.**   1. Financial Resources      1. Human Resources/Governance | | | | | | |

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| **Part C – Environmental Effects Evaluation** | | |
| The applicant shall ensure that all activities related to this application comply with all federal, provincial/territorial and municipal laws and regulations and related laws or guidelines with respect to environmental matters.  Activities to be carried out on federal lands may require an evaluation of environmental effects under *the Impact Assessment Act*, prior to the start of the proposed project. | | |
| Will the proposed project be carried out, in whole or in part, on federal lands? | Yes | No |
| **If you answered yes, you may be contacted by a program officer for additional information.** | | |

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| **Part D – Official Languages** | | |
| Canadian Heritage is committed to taking positive measures to enhance the vitality of official language minority communities (Anglophones in Quebec and Francophones outside Quebec) and to promote the use of English and French in Canadian society. | | |
| Does your organization belong to an official language minority community (Anglophones in Quebec and Francophones outside Quebec)? | Yes | No |
| Is the event's target audience or the communities involved in the event composed of both English-speaking and French-speaking people? | Yes | No |
| If your target audience or the communities involved in the event includes both English-speaking and French-speaking people, please indicate what measures you will undertake to communicate with both groups and to encourage each to participate in your event. Please note that costs associated with these measures are eligible to be funded through the Multiculturalism and Anti-Racism Program. | | |

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| **Part E – Self-Identification and Demographic Information** |
| Note: Please provide a response to the following questions. These questions are ***optional*** and will not have a bearing on the evaluation of your application or on the funding decision. Information collected from this section may be used to inform program design, program development, implementation, and policy. For more information about the categories included below, please visit the [Statistics Canada page on Population groups](https://www23.statcan.gc.ca/imdb/p3Var.pl?Function=DECI&Id=1323415).  For the purposes of this question, please consider the following definitions:  Led by - An organization is considered led-by a particular community or population if the majority of the organization's leadership and decision-making positions are held by people who self-identify as belonging to that community.  Serving - An organization is considered to be serving a community or population if its primary mandate and objective is to promote the interests of that community and if the organization's activities meaningfully support and engage the community. |
| Is your organization led by or serving any of the following communities? Please select up to three communities for “serving”.  Indigenous (Please specify       ) Led by  Serving  East Asian (Please specify       ) Led by  Serving  South Asian (Please specify      ) Led by  Serving  Southeast Asian (Please specify       ) Led by  Serving  West Asian (Please specify       ) Led by  Serving  Black (Please specify       ) Led by  Serving  Latin American (Please specify      ) Led by  Serving  Arab Led by  Serving  Other (please specify)       Led by  Serving  Prefer not to answer  Is your organization led by or serving any of the following religious minority communities? Please select all that apply.  Buddhist Led by  Serving  Hindu Led by  Serving  Jewish Led by  Serving  Muslim Led by  Serving  Sikh Led by  Serving  Traditional (North American Indigenous) spirituality Led by  Serving  Other religions and spiritual traditions (please specify)       Led by  Serving  No religion and secular perspectives Led by  Serving  Prefer not to answer |
| Is your organization led by or serving the disability community, or people who identify as living with a disability?  *For the purposes of this survey, disability includes persons who have a long-term or recurring physical, mental, sensory, psychiatric, or learning impairment or chronic illness.*  ​​  ☐ ​Yes, led by  ​​☐ ​Yes, serving  ​​☐ ​No  ​​☐ ​Prefer not to answer |
| Is your organization led by or in support of sexual and gender diverse communities (also referred to as 2SLGBTQI+ communities)?  ​​☐ ​Yes, led by  ​​☐ ​Yes, serving  ​​☐ ​No  ​​☐ ​Prefer not to answer |

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| **Part F – Declaration/Attestation** | |
| **Declaration** | |
| As the person that has the legal authority to bind and apply on behalf of the Applicant, I declare that:   * The information in the application is true, accurate and complete; * I have all the necessary authorities to undertake the proposed project, or will obtain these authorities prior to the approval of the project; * I and any person lobbying on my behalf to obtain funding are in compliance with the [Lobbying Act](https://laws-lois.justice.gc.ca/eng/acts/l-12.4/) and that no actual or potential, direct or indirect, contingency fee arrangement exists; * No public servant or holder of public office, past or present, will derive a direct benefit from the approved funding in breach of the Values and Ethics Code for the Public Service or the Conflict of Interest Act; * I will act in compliance with applicable statutes, laws, bylaws, regulations, orders, codes, standards, directives and guidelines governing the activities for which funding is being sought; * I commit to ensuring a workplace free from harassment, abuse and discrimination; * I commit to not undermine [Canada’s Anti-Racism Strategy](https://www.canada.ca/en/canadian-heritage/campaigns/anti-racism-engagement/anti-racism-strategy.html); * I commit that the Applicant and any individual or entity (including any consultant) associated with the proposed Project for which funds are sought, will respect the values underlying the *Canadian Charter of Rights and Freedoms, and the Canadian Human Rights Act*; and * I also commit to disclosing anything relating to the Applicant or any individual or entity (including a consultant) associated with the proposed Project, whether past or present, that could bring disrepute to the Government of Canada. Should the proposed Project be approved, I also commit to disclosing, in writing to the Department within 15 days, any such information that becomes known to me or the Applicant during the entire duration of the proposed Project.   I acknowledge that the submission of this Application does not constitute a commitment on the part of the Minister to award funding.   I authorize the Minister to disclose any information submitted in this Application within the Government of Canada or to outside entities, subject to applicable restrictions associated with privacy, confidentiality and security for the following purposes:   * To reach a decision on this application or any other application by the applicant under any other government program; * To administer and monitor the grants and contributions; * To evaluate program results; * To transfer data for statistical purposes; * To support transparency, accountability and citizen engagement; * To explore the possibility of funding from another federal government program; and * To respond to requests made under the Access to Information Act and the Privacy Act.   **Privacy Notice**  The collection of personal information is authorized by the [*Department of Canadian Heritage Act*, Paragraph 4(2)b)](https://laws-lois.justice.gc.ca/eng/acts/c-17.3/page-1.html) and is required to process your application to the Multiculturalism and Anti-Racism Program, which aims to support the mandate of the Department of Canadian Heritage by building on Canada’s strength as a diverse and inclusive society. Collection and use of this personal information are in accordance with the [*Privacy Act*](https://laws-lois.justice.gc.ca/eng/acts/p-21/). The information collected will be used to determine the eligibility of your organization to the Program and to communicate with your organization. The personal information collected will be retained for six (6) years after its last use. Not providing your personal information may result in your application not being processed. Under the [*Privacy Act*](https://laws-lois.justice.gc.ca/eng/acts/p-21/) you have the right of access to, and correction of, your personal information. To exercise either of these rights, contact Canadian Heritage’s ATIP Coordinator by email at [aiprp-atip@pch.gc.ca](mailto:aiprp-atip@pch.gc.ca). If you are not satisfied with Canadian Heritage’s response to your privacy concern, you may wish to contact the [Office of the Privacy Commissioner of Canada](https://www.priv.gc.ca/en/contact-the-opc/) by telephone at 1-800-282-1376.  As part of the Multiculturalism and Anti-Racism Program’s risk assessment, the Program will take part in a search of publicly available information related to your organization and the individuals involved in the delivery of your proposed project activities. The purpose of the search is to assess the risks of funding the proposed project, in relation to any information, past or present, that could bring disrepute to the Government of Canada and undermine Canada’s Anti-Racism Strategy. The search may be carried out on the organization, its board members, as well as any individuals and entities mentioned in the funding application and other subsequent project documents, including consultants who will be involved in the project.  The search will be carried out prior to determining the funding decision and, should your application be approved for funding, the search may also be carried out prior to each payment during the course of the funding agreement. The search will be carried out on publicly available information. As the signatory, you are responsible to notify individuals and organizations named in the funding application of the conditions in this privacy notice and to obtain their consent.  **I acknowledge that I have read and agree to the conditions stated in the Privacy Notice.** | |
| **Attestation** | |
| If funds are approved for the proposed Project, as the person that has the legal authority to bind and apply on behalf of the Applicant, I agree that:   * This **Application**, the **Funding Approval Letter**, and any additional conditions agreed upon in a separate agreement, will constitute the entire agreement between myself (the **Applicant**) and the Minister of Diversity, Inclusion and Persons with Disabilities, effective as of the date of the **Funding Approval Letter**; * Funding received, whether received as a grant or a contribution, may be audited by the Department or by the Office of the Auditor General of Canada (pursuant to clause 7.1 of the Auditor General Act, R.S.C. (1985)); * If found to have submitted false or unsupported information, the Applicant may be required to repay the full amount of the financial support received and may be declared ineligible for funding from the Department for the next two fiscal years or more; * This Agreement does not create a partnership, agency or joint venture and I shall not represent myself as an agent, partner or employee of the Department in carrying it out; * I will share results, as requested; * If the proposed Project, the Applicant or any individual or entity (including any consultant) associated with the proposed Project, fail to remain eligible as per the Program Application Guidelines for the entire duration of the proposed Project, this will constitute a breach of this Declaration and Attestation; and * Where in the Minister’s opinion there is a breach of this Declaration and Attestation, I acknowledge and agree that the Minister may suspend any payment, reduce the funding level or may require the Applicant or I to repay any amounts already paid. I also acknowledge that the Applicant or I may be declared ineligible for subsequent funding from the Department.   In addition, I shall:   * Use the funds only for the purposes specified in the Agreement; * Indemnify the Minister from any claim or cause of action arising from injury, damage, or death sustained in carrying out this Agreement; and * [Publicly acknowledge](https://www.canada.ca/en/canadian-heritage/services/funding/acknowledgement-financial-support.html), in English and in French, the funding received from the Government of Canada in all communication materials related to the Agreement, such as program materials, public announcements, speeches, websites, and social media. | |
| \* I Agree (required) \* | Yes  / No |
| \* Name (required) \* |  |
| \* Title (required) \* |  |
| \* Date (required) \* |  |
| **X**  Authorized Signature (required)  **Please print and sign your application.**  **IMPORTANT: If you send your application by email, you must scan the complete document, including the signature page.** | |

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| **Part G – Unincorporated Applicant Acceptance of Liability** | |
| Name of the ad-hoc committee or unincorporated organization, hereafter known as “the Applicant”:    Address of the Applicant:    Project Title:  Where the applicant is not incorporated, it is agreed that all members of the applicant group named above shall undertake to be personally, jointly, and severally liable for all obligations, covenants, promises, liabilities, and expenses arising out of the financing, which may be granted to the applicant.  **This form requires signatures of a majority of representatives.**  The unincorporated applicant must open a bank account in the name of its group (applicant’s name) (required)     . In the event that funding should be awarded by the Department of Canadian Heritage, a direct deposit will be issued in the applicant’s name.  We, the undersigned, are the majority representatives of the applicant. | |
| Name and Title | Name and Title |
| Home Address (include city, province, and postal code): | Home Address (include city, province, and postal code): |
| Signature  **X** | Signature  **X** |
| Name and Title | Name and Title |
| Home Address (include city, province, and postal code): | Home Address (include city, province, and postal code): |
| Signature  **X** | Signature  **X** |
| Name and Title | Name and Title |
| Home Address (include city, province, and postal code): | Home Address (include city, province, and postal code): |
| Signature  **X** | Signature  **X** |

**NOTE: The Department of Canadian Heritage will not issue any payments before receiving this form properly completed.**

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| **Part H – Application Checklist (signature required)** |

**The signed Application Checklist is a required document for a complete application.** Check the boxes to indicate which documents you have included in your application package and include this list with your application.

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| **All applications must include:** | |
|  | TheApplication Form Parts A to F (signature required for Part F) |
|  | Letters of support from event partners (*if applicable*) |
|  | A balanced Budget **(no surplus or deficit)** |
|  | Part H – Application Checklist (signature required) |
| **Incorporated applicants must include:** | |
|  | A copy of your organization’s letters patent and articles of incorporation, including the certificate of continuance. As of April 1, 2020, we no longer accept Provincial Registrations. We still accept Charity Registration Numbers, GST/HST Numbers, Federal Incorporation Numbers, or a Band Number as proof of incorporation. |
|  | A copy of the resolution from the Board of Directors if contact person is different from authorized person to sign. |
|  | A list of your Board of Directors members (\* please notify Canadian Heritage of any changes in the Board of Directors membership during the course of the project) |
|  | A copy of your organization’s bylaws |
|  | A copy of your two most recent financial statements (audited if available) |
| **Unincorporated applicants must include:** | |
|  | A copy of your articles of association (Terms of Reference are accepted, as required document) |
|  | A copy of your two most recent financial statements (audited if available) |
|  | Part G – The *Unincorporated Applicant Acceptance of Liability* form (signatures required) |

I attest that this information has been included in the application.

**X**

Authorized Signature (required)

Name (required)

Date YYYY-MM-DD (required)

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| **Part I - Direct Deposit Enrollment Request** | | | | | | | |
| Direct Deposit is a Government of Canada initiative. The federal government is phasing out cheques in favour of direct deposit for all government payments. For further information on direct deposit, please consult the following website:<https://www.tpsgc-pwgsc.gc.ca/recgen/txt/depot-deposit-eng.html> | | | | | | | |
| Have you submitted a Direct Deposit Enrollment Request to Canadian Heritage in the past two years? (required)  Yes  No  If No, please complete this form. | | | | | | | |
| Has the authorized representative (accounting or financial) changed since the last time you submitted a Direct Deposit Enrollment Request? (required)  Yes  No  If Yes, please provide the name of the Authorized Representative and their email address: | | | | | | | |
| **Part J – Direct Deposit Information** | | | | | | | |
| Please keep Canadian Heritage informed of any change to your account (mailing address or bank account).  Please note that providing your Direct Deposit information does not guarantee funding. | | | | | | | |
| Name of Organization (must match application) | | | | | | | |
| Street Address, Suite No., R.R., or P.O. Box (required) | | | | | | | |
| City / Town (required) | | Province / Territory (required) | | | | | Postal Code (required) |
| Authorized Representative (required) | | | | | | | |
| Phone number (required) | Extension (optional) | | | E-mail Address (required) | | | |
| Language Preference (required)  English  French | | | | | | | |
| Will you be attaching an original blank cheque for your bank account with "VOID" written on it? (required)  Yes  No If no, Part J must be completed.  Image of a cheque with Void - Nul written on it. | | | | | | | |
| **Part K -**  **You must ensure to have the original bank stamp on the form confirming the banking information entered in Part J of this form.** | | | | | | | |
| Branch number (required) | | | Institution number (required) | | | Account number (required) | |
| Name of First Account Holder (required) | | | | | | | |
| Name of Second Account Holder (required if applicable) | | | | | | | |
| Financial Institution Stamp Here | | | | | | | |
| The information provided is protected under the *Privacy Act.*  I, as the person entitled to represent the above organization, authorize the Receiver General for Canada to deposit the payment(s) directly into the above account until further notice. | | | | | | | |
| Authorized Representative Signature (print) | | | | | Date of Signature (YYYY-MM-DD) | | |
| **Part L -**  **For Internal use only** | | | | | | | |
| Vendor code | | | | | Verified by | | |

**Submitting Your Direct Deposit Enrollment Request**

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| If you print this form and complete it by hand, please mail it and a void cheque to your [Canadian Heritage Regional Office](https://www.canada.ca/en/canadian-heritage/contact-us.html) along with the rest of your application.  To submit your form electronically, scan the original version of the void cheque and this form, and email the scanned documents to Canadian Heritage along with the rest of your application.  **No faxed forms will be accepted.** |