***Important note: Remember that the application will be made via SurveyMonkey platform. This form in Word will let you know the questions you need to answer and the documents you must attach to your application. Note that only applications will be received via SurveyMonkey. Incomplete applications will not be accepted.* *Thank you for your interest in ACTIF***

**STEP 1: ORGANIZATIONAL PROFILE**

*The first step in this call for proposals is a request for organizational profiles. Organizations that meet the eligibility criteria will be invited to submit a full proposal.*

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| 1. **Project Summary** | |
| **Project name:** | **Anticipated project duration (12-36 months):** |
| **Country or countries of implementation:** | **Anticipate project budget ($200,000-$500,000):** |
| **Please mention how many Canadian organizations and Southern organizations be leading this project: remember to fill out a profile form for each of the organizations (however, there is a  maximum of three Canadian and three Southern profiles on this survey).** If the proposal includes more than three southern lead organizations or more than three Canadian lead organizations, all the organizations profiles must be sent by email at nsinuco@equitas.org. To do this, please use the Word template available online.  How many Canadian organizations will be leading this project? ☐ 1 ☐ 2 ☐ 3 ☐ 4 or more  How many Southern organizations will be leading this project? ☐ 1 ☐ 2 ☐ 3 ☐ 4 or more | |

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| 1. **Canadian Organization Profile- Legal Status and Governance**   Please note that an Organizational Profile is required for each lead partner organization. You will be invited to add additional organizational profiles for Canada and the South at the end of each section. | |
| **Organization name:** | |
| **Organization address:** | |
| **Website** | **Social media handles (Twitter, Facebook, Instagram, etc.):** |
| **Name of primary contact:** | **Role within the organization:** |
| **Email address:** | **Phone number:** |
| **Organization's registration number:** | **Year of registration:** |
| **First-year of operations:** | **Size of annual operating budget in $CAD for last fiscal year: \_\_\_\_\_\_\_** |
| **Please list the total number of employees in your organization:**  **Full time: \_\_\_ Part-time: \_\_\_** | **Does your organization have audited financial statements that detail revenues and expenses during the last fiscal year?**  Yes ☐ No ☐ |
| **If yes, is your most recent audited financial statement attached?**  **Yes ☐ No ☐**  **Please attach your most recent audited financial statement if you don't have audited financial statements please attach the financial statements and a board attestation letter** | |
| **Does your organization have board authorization to work internationally?**  **Yes ☐ No ☐** | **Has your organization ever received funding from Global Affairs Canada (GAC) before?**  **☐ Yes**  **☐ No** |
| **Has your organization partnered with Southern organizations before?**  **☐ Yes ☐ No** | **Does your organization have a policy for preventing and responding to sexual exploitation and abuse?**  Yes ☐  No ☐ . We do not have a policy, but we agree to sign on to Equitas' [Policy on Preventing Sexual Violence, Harassment and Discrimination](https://equitas.org/wp-content/uploads/2019/05/Policy-on-Preventing-Sexual-Violence-Harassment-and-Discrimination.pdf).  **If yes, is the policy attached?**  Yes ☐ No ☐ |

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| 1. **Canadian Organization (s) - Intersectionality and Inclusion.**   Please note that an Organizational Profile is required for each lead partner organization. You will be invited to add additional organizational profiles for Canada and the South at the end of each section. | |
| **Organization's Mission:** | |
| **Does the organization identify as an LGBTQ2I organization?**  Yes ☐ No ☐ | **Is there significant representation (75%+) of LGBTQ2I staff in senior management?**  Yes ☐ No ☐ |
| **Is there significant representation (75%+) of LGBTQ2I members on the Board of directors?**  Yes ☐ No ☐ | |
| **What identities and values inform the organization's leadership? You are welcome to share relevant lived experiences of members of the leadership team - for example people who identify as: two-spirit, trans, non-binary, intersex, Black, Indigenous, racialized, refugees, migrants, women, youth, living with HIV, living with disabilities, SGBV survivors, sex workers, experiencing homelessness, living in poverty, etc. (Suggested maximum 300 words):** | |
| **What key communities does your organization specifically work with? For example, people who identify as: two-spirit, trans, non-binary, intersex, Black, Indigenous, racialized, refugees, migrants, women, youth, living with HIV, living with disabilities, SGBV survivors, sex workers, experiencing homelessness, living in poverty, etc. (Suggested maximum 300 words):** | |
| **Describe your organization's experience working on LGBTQ2I and intersecting issues in Canada. (Suggested maximum 300 words):** | |
| **Describe your organization's experience working on LGBTQ2I and intersecting issues internationally. (Suggested maximum 300 words):** | |
| **Given the inherent power dynamics between the Global South and Global North, how will this partnership ensure that leadership and decision-making is shared with LGBTQ2I Southern partner organizations? How do anti-colonial and anti-racist principles and practices inform your organization and its work? (Suggested maximum 400 words):** | |

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| 1. **Southern Partner Organization(s)**   **Legal Status and Governance**  Please note that an Organizational Profile is required for each lead partner organization. | |
| **Organization’s name:** | |
| **Organization’s address:** | **Country:** |
| **Name of primary contact:** | **Contact's role within the organization:** |
| **Email address:** | **Phone number:** |
| **Website:** | **Social media handles (Twitter, Facebook, Instagram, etc.):** |
| **Description of organization (mission, etc):** | |
| **Annual Organizational Budget, in the local currency. Please specify the currency:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_$**  **First year of operation:\_\_\_\_\_\_\_\_\_\_\_** | **Please list the total number of employees in your organization:**  **Full time: \_\_\_**  **Part-time: \_\_\_** |
| **Is the organization registered in the country of operations?**  Yes ☐ No | **Please attach here a copy of the registration certificate \_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Is your group/ organization a membership group/ organization?**  Yes ☐ No ☐ | **If yes, how many members? \_\_\_\_\_\_\_\_** |
| **Please provide the name and contact information of two organizations active in the LGBTQ2I movement. They may be LGBTQ2I organizations, regional organizations or donors who can speak to the credibility of the actor. Please include the name of the organization, the name of the main contact, email, the address, phone number and site web:**  **Organization 1:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Organization 2:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | |
| **Does the organization have experience in receiving funding from international donors and/or partners?**  Yes ☐ No ☐  **If yes, please describe recent projects (**Suggested maximum 300 words): | |
| 1. **Southern Partner Organization(s)**   **Intersectionality and Inclusion** | |
| **Does the organization identify as an LGBTQ2I organization?**  Yes ☐ No ☐ | **Is there significant representation (75%+) of LGBTQ2I staff in senior management?**  Yes ☐ No ☐ |
| **Is there significant representation (75%+) of LGBTQ2I members on the Board of directors?**  Yes ☐ No ☐ | |
| **What identities and values inform the organization's leadership? You are welcome to share relevant lived experiences of members of the leadership team - for example people who identify as: two-spirit, trans, non-binary, intersex, Black, Indigenous, racialized, refugees, migrants, women, youth, living with HIV, living with disabilities, SGBV survivors, sex workers, experiencing homelessness, living in poverty, etc. (Suggested maximum 300 words):** | |
| **What key communities does your organization specifically work with? For example, people who identify as: two-spirit, trans, non-binary, intersex, Black, Indigenous, racialized, refugees, migrants, women, youth, living with HIV, living with disabilities, SGBV survivors, sex workers, experiencing homelessness, living in poverty, etc. (Suggested maximum 300 words):** | |
| **Describe the organization's experience in working on LGBTQ2I and intersecting issues. (Suggested maximum 300 words):** | |
| 1. **Other Information on the Partnership** | |
| **Does your organization have a letter signed by all lead organizations outlining the commitment to this partnership and project?**  Yes ☐ No ☐  **Please attach here the letter signed by all lead organizations outlining the commitment to this partnership and project (You will not be eligible to receive funding from ACTIF without this letter).** | |
| **Please attach any other documents you deem necessary to supplement your application or organization profiles (reference letters, etc.)** | |

***Thank you for your interest in ACTIF***