ACTIF 4th Funding Cycle – Application Form Supplement for ***Southern*** organizations

**STEP 1: Organizational Profile**

**SECTION 1 – CONTACT INFORMATION**

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| Southern Organization |
| **Organization name:**       |
| **Name of primary contact:**       | **Role/Position within the organization:**       |
| **Email address:**       | **Phone number:**       |

**SECTION 4 A) SOUTHERN Organization – LEGAL STATUS AND GOVERNANCE**

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| **Organization name:**      |
| **Organization address:**      |
| **Organization country:**      |
| **Organization website:**       | **Organization Social media handles (Twitter, Facebook, Instagram, etc.):**       |
| **Please specify the organization’s entity type:**      | [ ]  **Charity**[ ]  **Non-profit**[ ]  **Other (please specify):**       |
| **Organization's registration number & year of registration (if applicable):**      | **If the organization is registered in the country of operations, please submit a copy of the registration certificate.** |
| **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:**        |
| **Please submit, along with this form, your most recent audited financial statement. If you do not have audited financial statements, please submit the financial statements, if available, and an attestation letter from the board or the treasurer of the board.** | **If you do not have audited financial statements, please explain the reasons.**      |
| **Given that the format of financial statements is not standard and that certain categories may not appear in your statements, please provide the following information for both the current and past year. These figures will allow us to make informed and standard analyses of all applicants' financial statements:** |
| **From balance sheet** | Deferred revenue/contributions:       |
| Cash and cash equivalents:       | Unrestricted net assets / Expendable net assets:       |
| **From income statements** | Contribution & Grant revenue:       |
| Donations & Fundraising revenue:       | Fundraising expense:       |
|  | Overhead expense:       |
| **What is your method of not-for-profit accounting?**       |
| **Is the organization a membership group/organization?****Yes, 0-50 members** **[ ]** **Yes, less than 100 members [ ]** **Yes, more than 100 members [ ]** **No [ ]**  |
| **Organization has:****Board authorization to work internationally? [ ]  Yes [ ]  No****Received funding from Global Affairs Canada (GAC) before? [ ]  Yes [ ]  No** |
| **Does the organization have experience in receiving funding from international donors and/or partners? If so, please explain.**      |
| ACTIF is funded by Global Affairs Canada (GAC), and as such, all projects funded by ACTIF are subject to [GAC terms and conditions](https://www.international.gc.ca/development-developpement/partners-partenaires/bt-oa/contribution_general-accord_general.aspx?lang=eng).  Like most donor agencies, these requirements regarding financial and risk management or monitoring and evaluation can be onerous and burdensome. While we are working with GAC to better adapt funding modalities to the realities of LGBTQ2I human rights organizations, this is a long-term process.  ACTIF is committed to supporting applicants and partners in navigating these requirements. However, all partner organizations must consider the efforts required in meeting these obligations prior to applying.**Does your organization have the capacity, resources and mandate to manage a project funded by GAC and its corresponding obligations? Please explain how the organization plans to manage the work related to managing a such project (e.g. how many employees will be assigned to the project, what will their role be, and what percentage of their time will be dedicated to the project?).** |
| **Organization - Sexual Violence Policy** Equitas is committed to practices and policies that build a safe and secure environment, free from violence, intimidation, harassment and discrimination and that enables full participation. Sexual discrimination, exploitation, intimidation, harassment and assault are not tolerated by Equitas. Read more about Equitas' policy here : [Policy-on-Preventing-Sexual-Violence-Harassment-and-Discrimination.pdf (equitas.org)](https://equitas.org/wp-content/uploads/2019/05/Policy-on-Preventing-Sexual-Violence-Harassment-and-Discrimination.pdf) |
| **If the organization has a policy for preventing and responding to sexual exploitation and abuse, please submit it along with this form.** |
| **If not, is the organization willing to sign onto Equitas' or the Canadian partner's policy?****[ ]  Yes** **[ ] No** **[ ] We have our own policy** |

**SECTION 4 B) SOUTHERN Organization – Intersectionality and inclusion**

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| **Is the organization an LGBTQ2I organization?****[ ]**  The organization identifies as an LGBTQ2I organization.**[ ]**  There is significant representation (51%+) of LGBTQ2I staff in senior management.**[ ]**  There is significant representation (51%+) of LGBTQ2I members on the Board of directors.**[ ]**  There is significant representation (51%+) of LGBTQ2I members in the staff.**[ ]**  The mission is LGBTQ2I focused. |
| **Describe the organization and its mission:**      |
| **Describe the organization's experience working on LGBTQ2I issues:**      |
| **What key communities does the organization specifically work with?****[ ]**  Two-spirit or Queer Indigenous**[ ]**  Trans and non-binary**[ ]**  Intersex**[ ]**  LBQ Women**[ ]**  Intersectional approach (All)**[ ]** None**[ ]** Other (Please specify):       |
| **Describe the organization's work with these or other specific communities.**      |
| **Would you like to share any additional information?**      |

**SECTION 6 – REFERENCES**

Please provide at least 2 references for each additional Southern organization.

References for Southern Organization

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| **Reference 1** | **Reference 2** |
| **Name:**       | **Name:**       |
| **Title:**       | **Title:**       |
| **Organization:**       | **Organization:**       |
| **Email:**       | **Email:**       |