



Privacy Notice

Information provided is collected under the authority of the *Department of Canadian Heritage Act (S.C. 1995, c. 11)* for the purpose of assessing the eligibility/merits of your application's evaluation in the administration of the Digital Citizen Contribution Program. Information that you provide may be shared with review committee members. You must meet all eligibility requirements and submit a complete application package to be considered for funding, incomplete applications will be rejected. Personal information will be kept for two (2) years after the last administrative use.

Should you have questions regarding the manner in which PCH handles your personal information, you may contact the Digital Citizen Initiative by email at icn-dci@pch.gc.ca. Under the Privacy Act, 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. 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 by telephone at 1-800-282-1376.

Digital Citizen Contribution Program Application Form

Please reference the **DCCP Application Guidelines** to ensure that all applicable sections of this form are filled out correctly, and that all required supporting documentation is included in the application package.

Questions and completed application packages should be sent to: icn-dci@pch.gc.ca

Part A – Applicant Information

Applicant Information

Legal Name (required):		Operating Name (if different from legal name or no legal name exists):	
Street Address:		Previous Name of Organization:	
City:	State/Province/ Territory:	Postal code/Locator:	Country:
Email Address:		Telephone Number:	Extension (if applicable):
Fax (if applicable):	Website (if applicable):	Social Media (Facebook, Twitter, Instagram, YouTube etc.) (if applicable):	

Authorized Representative

Name:		Title:	
Mailing Address (if different from above):		City:	State/Province/Territory:
Postal code/Locator:	Country:	Email Address:	Telephone Number:
Extension (if applicable):	Alternate Telephone (if applicable):	Fax (if applicable):	Preferred Language of Communication (required): <input type="checkbox"/> English <input type="checkbox"/> French

Contact

Same as authorized representative

Name:		Title:	
Mailing Address:		City:	State/Province/Territory:
Postal code/Locator:	Country:	Email Address:	Telephone Number:
Extension (if applicable):	Alternative Telephone (if applicable):	Fax (if applicable):	Preferred Language of Communication (required): <input type="checkbox"/> English <input type="checkbox"/> French
Mailing List Information			
Would you like to sign up for the Digital Citizen Initiative's Mailing List in order for you to receive future information and notifications regarding the Initiative?			
<input type="checkbox"/> Yes	<input type="checkbox"/> Add Applicant email	<input type="checkbox"/> Add Authorized Representative	<input type="checkbox"/> Add Contact
<input type="checkbox"/> No			
Type of Organization			
Type of Organization (required)			
<input type="checkbox"/> Individual Researcher <input type="checkbox"/> Non-Profit <input type="checkbox"/> For-Profit <input type="checkbox"/> Government or Public Institution			
Legal Status (applies to Non-Profit and For-Profit organizations)			
<input type="checkbox"/> Unincorporated			
<input type="checkbox"/> Incorporated	Level of Incorporation <input type="checkbox"/> Municipal <input type="checkbox"/> Provincial/Territorial <input type="checkbox"/> Federal <input type="checkbox"/> Outside of Canada		
Date of Incorporation or Continuance	Type of Identifying Number (required): <i>Provide both if applicable.</i> <input type="checkbox"/> Business Number <input type="checkbox"/> Incorporation Number		
Identifying Number	If incorporation in progress, date of application for incorporation		
<input type="checkbox"/> Charity	Date of Registration	Registration Number	
What is the mandate of your organization? (2000 character max.)			

What are the main objectives of your organization?

(2000 character max.)

Do you have experience delivering projects that are similar in size and type to the project you are proposing?

(2000 character max.)

Describe the expertise, resources, skills, experience and knowledge that qualify your organization to deliver this project:

(3000 character max.)

Please provide information regarding the organization's previous history of managing project budgets:

(2500 character max.)

Part B – Project Information

Project Overview

Project Title:

Project Duration
(months):

Project Start Date (required):

Project End Date (required):

Project Location(s):

Total Project Costs (CAD\$):

Total Funding (CAD\$) Requested from the Department of Canadian Heritage (PCH):

Do your proposed activities further the program's objectives:
(Please select all that apply)

- Enhancing research capacity to support policy development, programming and engagement activities in the countering disinformation and other related online harms and threats to our country's democracy and social cohesion space
- Supporting the development of evidence-based models and promising practices which address known risks
- Helping to develop the tools and skills necessary to better equip Canadians in the face of disinformation and other related online harms and threats to our country's democracy and social cohesion
- Building capacity to address disinformation and other related online harms and threats to our country's democracy and social cohesion through expert knowledge, enhanced cooperation and knowledge transfer to key government and civil society stakeholders
- Empowering Canadians to take steps to mitigate against the potential impact of disinformation and other related online harms and threats to our country's democracy and social cohesion

Call Priorities (Select the option that applies)

- Does your proposal focus on one of the following call priorities?
- Research project that aims to evaluate the efficacy of efforts by platforms to counter disinformation and other online harms;
 - Research project that aims to understand the role of non-news and alternative media sources of disinformation
 - Research project that aims to identify the behavioural and psychological underpinnings of the spread of disinformation and other harmful content in the Canadian context

Project Details

Project Description:

Q 1.1 Provide a brief description of the overall purpose, objectives, and scope of the project:
(2500 character max.)

Q 1.2 Describe how your project deliverables align with the DCCP program objectives:

Describe the linkages your project deliverables, and, if applicable, plan for knowledge dissemination, have to the DCCP objectives as found in the guidelines of the program.

(2500 character max.)

Q2.1 Demonstrate the need for the project:

Describe the nature and extent of the priority issue to be addressed by the project, including empirical evidence and sources of that evidence with hyperlinks where possible, to establish a clear need for the project.

(3000 character max.)

Q2.2 Describe the organization's contingency plan for this project if the full amount requested from the DCCP is not received:

(2500 character max.)

Q2.3 Identify and describe how the project builds capacity in Canada by working with stakeholders or partners, especially those who are external to your organization. Describe why the role of partners is essential to the implementation of the project:

(2500 character max.)

Q3.1 Describe the project risk and mitigation strategy:

Identify any potential project risks, including ethical and safety risks. If no risks are identified, provide a rationale to demonstrate the project has no potential risks. If risks are identified, analyze their potential impact, and identify the measures that will be implemented to mitigate the risk.
(2500 character max.)

Q 3.2 Describe whether and how your project seeks wider participation and inclusivity of various or specific community groups:

Describe how your project will include the participation of specific segments of Canadian society such as ethno-cultural communities, Indigenous Peoples, women, LGBTQ communities, Official -Language Minority Communities or other equity-deserving communities.
(2500 characters max.)

Mandatory Questions for Research Projects

Research Type (select all that apply)

- Quantitative
- Qualitative

Q4.1 Define the question(s) and context of the research project:

Provide a detailed description of the research question(s) and objectives, as well as a clear description of the relevant knowledge base, and how the proposed research is situated within the evidence base. Key references should be included with hyperlinks.
(3000 character max.)

Q4.2 Describe the subject of study:

Provide further background on the subject of study, with focus on identifying specific aspects that are important to the research objectives, and explaining their importance. Examples of subjects of study include processes, behaviors, groups, attitudes, perceptions, organizations, institutions, policies, practices, ideas, identities, discourses, etc.

(2500 character max.)

Q4.3 Describe how effectiveness of the project will be measured:

If your proposal is funded, you will be asked to report on the number of research and/or data collection products created that are accessible to researchers, and the number of new research products on the scope and impact of online disinformation in Canada that are publicly available. You will also be required to report on the project's effectiveness. Describe the qualitative and/or quantitative measures of effectiveness you aim to use and can deliver. Include references with hyperlinks that support your method(s) of measurement.

(2500 character max.)

Q4.4 Describe the project methodology:

Define the methodology and research design to be used, along with the feasibility of tasks necessary to achieve objectives, such as collection, validation and analysis of data, meaningful participation of key participants, access to expertise and resources for complex analysis, etc.

(3000 character max.)

Q4.5 Describe the anticipated impact of the research:

Describe the anticipated and/or potential contribution to academic knowledge, and/or to the knowledge and capabilities of relevant users such as practitioners, policymakers and the Canadian public.

(2500 character max.)

Part C – 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 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; and
- I commit to take measures conducive to creating a workplace free from harassment, abuse and discrimination.

I acknowledge that:

- The submission of this Application does not constitute a commitment on the part of the Minister to award funding;
- Making a false declaration is a criminal offence; and
- Funding received may be audited by the Department to ensure funding conditions have been respected.

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 the application;
- To support transparency, accountability and citizen engagement; and
- To respond to requests made under the *Access to Information Act* and the *Privacy Act*.

If funds are approved, I shall use the funds only for the purposes specified in the Agreement.

I agree

Authorized Signature (required)

Title (required)

Name (required)

Date YYYY-MM-DD (required)

STOP - IMPORTANT - Key to your success

Note that the deadline to submit your application is August 18 at 11:59 p.m. local time.

Please consult the DCCP Call for Applications webpage and familiarize yourself with the following important documents before starting this funding application form:

- Program Application Guidelines
- Budget Template
- Workplan Template
- Direct deposit form
- Unincorporated application acceptance of liability (if applicable)
- Proof of legal status (can include letters patent, incorporation documents)
- The organization's most recent financial statements, if available.

Should you have any questions about the application process, please contact the program through the DCCP mailbox and a Program Officer will provide you with assistance.
