



Alberta Wildfires 2016:

Community Organization Partnership Program Expression of Interest Form

Before you start: Project Eligibility

Before you access the application form, we need to ensure that your proposed project is eligible in principle.

Does the project you want to submit an application for include any of the following?

- Ongoing or core operational costs of an organization, not related to fire recovery
 - Initiatives where a profit is being made by the organization
 - Fundraising events (including, but not limited to golf tournaments and galas)
 - Projects that do not fall within our charitable objects or do not adhere to the Fundamental Principles and humanitarian values of the Canadian Red Cross
 - Projects that require adherence to a specific faith (the Red Cross is committed to the Fundamental Principle of neutrality and impartiality)
 - Projects with political activities Initiatives that would result in double recuperation of funds, for example for items or services covered by insurance
 - Costs for major capital equipment/renovations and minor renovations and financing of deficits
 - Construction of housing or shelter structures Activities to address economic recovery
 - Research projects
- Yes
- No

Welcome

Through the Community Organization Partnership Program, the Red Cross is supporting community-led initiatives that contribute to the ongoing recovery of those affected by the 2016 Wildfires in the Regional Municipality of Wood Buffalo.

As the recovery process continues we are now focusing our partnerships support on community-led projects that make strategic and sustainable contributions to longer-term recovery and resilience-building in the region. Please refer to the Community Partnership Guidelines for important details as you develop your Expression of Interest. This form will ask you for initial information about the organization, project and recovery needs that the project would seek to address.

Tips on using this form:

- You will need to complete each section before you can move on to the next, however you can save and return to edit as many times as you wish before you submit your application.
- You can download and print the EOI Form Preview to see each section of the form.
- EOIs must be submitted online via this form.
- Make sure to save often, and be sure to click Submit when you are ready.
- For technical support, contact us: abcommunitypartners@redcross.ca

Click the "Next" button below.

Section 1: Project & Organization Information

Project Contact Information

This should be the primary contact within your organization if we have questions about the application.

Name

Position/Title

Email

Phone Number

Organization Name

Project Title

Recovery Outcome

Select one of the following that is the most applicable to your project.

- Community Strengthening: Enhanced community networks of support that promote recovery and resilience building.
- Safety & Wellbeing: increased service provision to address individual wellbeing and protection as well as strengthen formal and informal psychosocial support structures and networks.
- Indigenous Programming: Enhanced culturally appropriate support structures, programs and activities that build from community assets to address and meet emerging recovery needs and priorities of impacted Indigenous communities.
- Disaster Risk Reduction: Increased community capacities to mitigate, prevent, prepare for and recover from future disasters at both the personal and community levels.

Project Start Date

___/___/___ (YYYY/MM/DD)

Project End Date

___/___/___ (YYYY/MM/DD)

Location

Where will the project take place?

Municipality/City/First Nation

Region (optional)

Province

Section 2: Project Purpose, Description & Rationale

Project Purpose

Briefly state the overall project purpose. This statement concisely describes what you hope to achieve by providing the support outlined in the project description (below). The project purpose statement should be clear and directly linked to recovery priorities of those impacted by the 2016 Alberta Wildfires. (Maximum 100 words)

Project Description

Describe the key activities that will be undertaken to achieve the project purpose. If there are several components of the project, please explain each.

If you are invited to submit a full application, you will be asked to develop this description further and to submit a work plan. (300 words maximum)

Project Rationale

Briefly explain how the project contributes to the relief or recovery of those affected by the 2016 Alberta Wildfires. This section should directly link the proposed project to priority recovery needs of those affected.

Below are some examples of information that should be included in a strong rationale:

- Why is this project a priority? How does it fill a gap in the current response or recovery initiatives being implemented? In your discussions with the community, your clients, or other relevant organizations, what have you learned about their current needs?

- How has the project been designed and what makes this project an appropriate response to community need?
- Why are the proposed activities the most appropriate and effective in this context?
- Have you considered the different needs of those that the project is aiming to reach (e.g. men, women, boys and girls, persons with disabilities, the elderly or Indigenous Peoples)?

(300 words maximum)

Organization's capacity in relation to proposed project

Discuss the organization's expertise relevant to the proposed project. Describe the relevant experience as an organization in implementing projects similar to this and in supporting the particular group of people that the project aims to reach. (200 words maximum)

Organization's structure in relation to proposed project

List the people who will be involved in making this project a success. Please list the roles/ titles, location, and responsibilities pertaining to the project. Please include names if possible or note if new human resources would need to be engaged for the project. (200 words maximum)

Select the statement below that is the most true of your proposed project.

This is for Canadian Red Cross information purposes only, in order to understand if the proposed project would be meeting a need exacerbated by the fires, or meeting a new or emerging need resulting from the fires. Please ensure that this is reflected in the project rationale below.

- A. The proposed project has been planned as a result of the 2016 Alberta Wildfires.
- B. The proposed project was planned prior to the occurrence of the 2016 Alberta Wildfires.

Sustainability

If applicable, briefly explain the organization's funding situation, if and how it has been impacted by the fires, and your expectations for the future. Please keep in mind that the Community Partnership Program funds community organizations to undertake projects that support relief and recovery, and we are not able to fund ongoing operational costs. (200 words maximum)

Section 3: Beneficiaries

Beneficiaries

Indicate the potential numbers of people that that will directly or indirectly benefit from this project. For example, in a project involving children's programming, children are direct beneficiaries and parents are indirect beneficiaries. If you do not know the breakdown of adults or children, you may select individuals. You may also select organizations as a beneficiary. If you are able to provide a breakdown of female and male beneficiaries, please complete the appropriate box in the table below. If you aren't sure, or for the Organizations category, please enter the total, and then enter "0" in the Male and Female columns.

Beneficiary Group	Type (direct or indirect)	Total #	# Male (if known)	# Female (if known)

Are there specific groups that the project will reach as direct beneficiaries?

If the project directly focuses on a particular group of people, please select up to 3 choices from the list below. Otherwise, please tick 'General population needing additional support'.

- General population needing additional support
- Persons with disabilities
- Persons with health, mental health or addictions issues
- Homeless people or people previously at risk of homelessness
- People affected by family or domestic violence
- Indigenous peoples, including Métis, living off-reserve (in cities, towns and rural communities)
- Remote Indigenous Communities (including First Nations)
- Elderly populations
- Newcomers to Canada, including refugees/immigrants
- Migrant workers, including temporary foreign workers
- Children and youth
- Other, please specify: _____

Are there specific geographical areas that the project will focus on?

Section 4: Results

Building on the previous sections, please list up to 4 expected outcomes that together describe the changes that will be seen in the community as a result of the project. For each outcome list the major outputs that will be produced.

If you are invited to submit a full application, you will be asked to also develop indicators and means of verification for understanding your results. You may also be asked to develop further supporting documents for Monitoring and Evaluation.

- **Outcomes:** The primary result(s) that a project seeks to achieve, most commonly in terms of improved access to services or support. For longer term projects these could include changes in the knowledge, attitudes or practices of the people the project aims to benefit.
- **Outputs:** The products or services that will be produced by the project, which contribute directly to achieving each Outcome. There may be several outputs for each outcome.
- **Tip:** Smart ourcomes and outputs are Specific, Measurable, Attainable, Relevant and Timely.

Outcomes & Outputs

	Outcome	Outputs
1	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>

Section 5: Budget & Financial Management

Budget

Please download the [Budget Template](#) and upload a completed version here. Refer to the [AB Fires - Financial Management & Eligible Costing Guidelines](#) for details on preparing the budget. If you are invited to submit a full application, you will have the opportunity to revise the budget.

Other Contributions

Please comment on the budget, including including whether you have submitted or are considering submitting a proposal for this project to another agency, or if you have already secured contributions to the project.

Financial Management

Please give a brief overview of the organization's financial management and oversight, and the policies and processes the organization will use to ensure accountability and transparency in the administration of funds.

Has the organization previously worked with or received funding from the Canadian Red Cross?

- No
- Yes

If you have selected Yes.

Please provide details as to how the organization has previously worked with or received funding from the Canadian Red Cross.

Section 6: Terms, Conditions & Signature

Supporting Documents (optional)

If you would like to submit any additional information in support of the project, upload the documents here.

Conditions of Partnership

I/We acknowledge and agree that expenses incurred in the preparation of this application are my/ our sole responsibility and may not be charged to Red Cross or claimed by me/us in any way. Red Cross has no liability whatsoever for any costs of any kind incurred by any applicant or any other damages or losses in any way related to an applicant’s participation in this application process, including without limitation considering and choosing among the applications, nor shall Canadian Red Cross accept any liability or responsibility for the applicants’ actions vis-à-vis Red Cross or any third party in receiving and responding to this call for applications.

Commitments made by the applicant prior to, or in anticipation of official written notification that a grant has been approved are done at the applicant’s sole risk. If an application is rejected, the Red Cross will not be responsible for expenditures already incurred.

I/We understand that all information provided in this Application will be reviewed by the Red Cross and other relevant stakeholders as required. I/We authorize the Canadian Red Cross Society to request and obtain information from relevant sources to confirm the accuracy of the information contained in this application.

I/We certify that the information in this application is true and correct, including the figures submitted with regard to financial information.

Authorized Signature(s)

1st Signature

Using your mouse or trackpad, please sign on the line below.

Name and position of Signatory 1

2nd Signature (if required by applicant organization)

Name and position of Signatory 2

FOR INFORMATION ONLY