



Fonds canadien de la  
**radio communautaire**

**Community Radio**  
Fund of Canada

# Technical Support Micro-Grant Guidelines

## About the Community Radio Fund of Canada

The Community Radio Fund of Canada (CRFC) is an independent not-for-profit organization created in 2007. It is the only funding body mandated to provide financial support to campus and community radio stations in Canada, which contributes to the dynamism of the sector by promoting resource development and capacity building. It ensures the recurrence, stability, and diversification of funding by working with the sector's associations and by building strategic alliances and innovative partnerships.

## About the Technical Support Micro-Grant

A special emergency fund of **\$356 000** has been allocated by the CRFC to support the creation and distribution of spoken word content by stations created outside of their broadcast studios during the COVID-19 crisis and beyond. With reduced access to broadcast studios in a period of crisis where communities need to be kept informed as much as possible, we feel this funding can help stations fulfill their duties as an essential service to their communities.

The CRFC is offering a micro-grant up to **\$2,000** to support stations who have had additional technical needs to be able to continue creating and distributing original programming during the COVID-19 crisis.

## Objective of the Technical Support Micro-Grant

The objective is to help offset some of the extra costs incurred by stations to be able to have programming created from outside of their broadcast studios since programmers currently have little to no access to broadcast studios. The purchase of equipment, training on the use of this equipment and/or the development of distribution platforms (website, streaming, podcasts) is meant to help stations create and distribute content during this time of emergency as well as further their ability to create and distribute remote content after this crisis situation is over.

## Eligibility

Eligible applicants are **not-for-profit** Canadian stations who hold a **valid CRTC-issued campus or community radio broadcasting license** (as set out in Public Notice CRTC 2010-499).

A station **does not** have to be a CRFC member to apply for funding.

## What amount is available?

Up to \$2,000.

## Which expenses are eligible?

- Purchase of equipment that will assist stations to create spoken word content from outside of their broadcast studios
- Payment of staff time used to train programmers on remote content creation and equipment
- Expenses related to digital platforms of content distribution (website, streaming, podcasting)
- Expenses incurred or to be incurred between September 1, 2019 and August 31, 2020

## How to apply

We acknowledge that stations in the campus and community radio sector are currently in a time of crisis. We have made the process to apply as streamlined as possible.

Fill out the application form with your station's contact information and banking information. Make sure you have a void cheque that you can send along with your application to confirm your banking information.

Let us know the amount you are requesting and what equipment you intend to purchase or have purchased, the amount of training time you have spent or will spend (# of hours / hourly rate) and/or the costs incurred or estimated for the set-up of digital distribution of your content.

*You can round up the request if it is provided as an estimation of the cost of the proposed equipment.*

## Deadline

The CRFC will accept funding applications until **Friday May 29th, 2020**.

All completed funding applications submitted on time will be subject to a review by the CRFC.

The CRFC may ask for clarification on your application. You will have one week to provide further information on your application.

Applications will be processed as we receive them.

## Recipient obligations

No reporting will be required after receipt of this emergency support.

All we ask is that you post a photo on Twitter and/or Facebook showing a radio host creating content outside of the studio and mention the CRFC account **@crfcfcrc**.

We also ask that you mention the CRTC **@CRTCeng** and the Ministry of Canadian Heritage **@CdnHeritage** to demonstrate to them campus and community radio in action in a time of crisis.

## Contact us

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