

LJI 2025-2027 APPLICATION FORM

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Contact Information:

Name: _____
Title / Role : _____
Email: _____
Phone number: _____

Official language in which you would like to receive program communications:

- ☐ English
☐ French

If you have any questions or comments about the Local Journalism Initiative, or about your potential application, please contact the CRFC Program Officer, Francella Fiallos - francella@crfc-fcrc.ca or News Media Canada - lji@newsmediacanada.ca

To access the Program Guidelines, including a glossary of relevant terms used throughout the application form, click [here](#).

Terms that can be found in the glossary are in **bold**.

Pour accéder à la demande en français, cliquez sur "EN" tout en haut de l'écran et sélectionnez "FR".

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The Local Journalism Initiative (LJI) supports the creation of original **civic journalism** that covers the diverse needs of **underserved** communities across Canada.

Communities are considered underserved if they are:

News deserts

Communities where citizens do not have access to journalistic information about community issues and institutions because there are no daily or community newspapers and other media (for example, community radio or television). Also, if there are other public or private broadcasters, they do not produce local news.

Areas of “news poverty”

Communities where there is limited access to journalistic content about community issues and institutions through a daily newspaper, online news service, or public or

private broadcaster. Available sources of local news — whether a newspaper, a community radio station, or other media — demonstrate significant gaps in coverage due to a lack of capacity.

1a How would you define the underserved community you intend to cover?

- ☐ News desert
- ☐ Area of news poverty

1b Please explain your rationale for this selection.

2a Select all the media outlets found in the applicant's proposed coverage area

- ☐ CBC / Radio-Canada (public broadcaster): _____
- ☐ Newspaper(s): _____
- ☐ Radio station(s): _____
- ☐ Television station(s): _____
- ☐ Online-only news outlet: _____
- ☐ Other (ie. multimedia organizations, news start-ups, etc.): _____
- ☐ None of the above

2b Please identify the specific gaps in local news coverage and describe the impact in your proposed coverage area

3a What is the main geographic community that will benefit from the proposed coverage?

Please outline in the following format: City, Province.

Example: Saskatoon, SK

3b How many secondary geographic communities will be covered, if any?

3c. Please list secondary communities in the following format: *City, Province*

Example: Summerside, PE; Stratford, PE; Cornwall, PE

3d Please select the category that best applies to the proposed coverage area. Select all that apply.

Rural/Remote communities: For the purposes of the LJI, rural and remote communities are generally areas located outside of population centers, Census Metropolitan Areas and Census Agglomerations, that includes northern, coastal, and geographically isolated regions with limited transportation infrastructure. These communities typically have populations under 10,000, low population density, and may reflect distinct linguistic, cultural, or Indigenous identities. They are also characterized by limited access to essential public services such as health care, post-secondary education, public transit, or high-speed internet.

- ☐ Urban
- ☐ Rural / Remote
- ☐ Indigenous

Please explain your rationale for this selection.

4. Share a brief description of the geographic communities that would be served through participation in the Local Journalism Initiative program.

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5. Why is your media organization well-suited to fill the gap/s in local news coverage you have previously identified?

6. What civic journalism is your media organization doing now?

7. Describe how the addition of an LJI reporter would allow you to address gaps in coverage.

8. What community impact(s) are expected through participation in the LJI?

9. How will these impacts be measured?

10a Please select the type of position for your journalist position request:

- ☐ Full-time (35+ hours per week)
- ☐ Part-time (less than 35 hours per week)
- ☐ Freelance
- ☐ I am requesting funding for more than one journalist position

IF MORE THAN ONE JOURNALIST: Please outline the type of work for each journalist
For example, Journalist 1 = Full-time; Journalist 2 = Part-time

10b Do you already have a candidate or candidates in mind for this position or these positions?

- ☐ Yes
- ☐ No

11a What are the expectations for news content (i.e., volume, format) produced by your LJI journalist during this program?

11b. What is the rationale for the volume of content to be produced by the journalist?

12. Please explain how your media organization will uphold journalistic integrity in the news content produced by the LJI journalist.

Please include as much detail as possible and include any information on the relevant tools, procedures, resources, and the responsible personnel involved.

13. Please describe how your organization will support the LJI journalist.

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14. What are your accountability measures to address concerns related to news content produced by your media organization, including LJI reporter(s)?

15. As part of the Local Journalism Initiative, news content produced by journalists must be distributed via the national distribution platform. How will you ensure that your LJI journalist uploads all news content to the national distribution portal?

16. What challenges do you foresee as part of your participation in the Local Journalism Initiative, and how will you overcome them?

17. Is there anything else you would like to add about your application?

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BUDGET

Anticipated journalist position Start Date (earliest: February 1, 2026)

Anticipated journalist position End Date (latest: March 31, 2027)

Hourly wage:

Number of weeks:

Number of journalist positions requested:

If multiple journalists provide hourly wage and number of weeks for each position here:

Total Salary Request \$

Remember to factor in MERCs and any other additional payments made to the journalist as part of your request.

What is your rationale for this salary request?

Equipment Request \$

What is your rationale for your equipment request?

Total Budget Request \$
(Salary request + Equipment Request)

Have you previously purchased equipment in previous years of participation in the LJl?

- ☐ Yes
☐ No
☐ Not applicable

IF YES - How will that equipment be used?

If you are making additional requests for equipment, how will this equipment complement the use of previously purchased equipment?

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Declaration:

The Applicant declares that:

As a legal signing authority of the organization, the information contained in the application and the accompanying documents is true, accurate, and complete

They have all the necessary authorities to undertake the proposed project or programming and if successful, the organization will enter into a formal, legally binding agreement with the Community Radio Fund of Canada or News Media Canada that will outline the terms and conditions of the contribution.

The applicant organization meets all eligibility requirements for the funding program and will maintain such eligibility for the duration of the project or programming;

They have been informed that all applications will be treated as confidential and will not be published or disclosed during the evaluation process. The CRFC/NMC will publicly announce which applications have been successfully awarded funding, possibly including a brief summary of each project and approved expenditures. Should this application receive funding, some of the information they have provided here may be reported to the Department of Canadian Heritage.

The Applicant understands that:

The submission of this application by the Applicant shall not be deemed to constitute a promise, commitment or duty on the part of CRFC/NMC to award funding to the Applicant.

By submitting this application, the Applicant authorizes the CRFC/NMC to disclose any information received in this application to outside entities for the following purposes: to reach a

Decision on this application, to administer and monitor the implementation of the project or programming, or to evaluate the results of the project or programming and the Program after completion.

I confirm that I have read and fully agree with the above-mentioned attestation; and that I have the authority to represent the Applicant and submit all official documents, as they relate to this funding application, on behalf of the Applicant.

Signature

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