



CANADA  
MEDIA FUND

FONDS DES MÉDIAS  
DU CANADA

# **ACCESSIBILITY SUPPORT- GUIDELINES 2022-2023**

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# 1. GENERAL INFORMATION

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## **Interpretation, Application, Disclaimer, and other Important Information**

These Guidelines are for the information and convenience of Applicants to the Canada Media Fund (CMF). They provide an overview of the objectives of the CMF, the manner in which the CMF is administered, and information on typical administrative practices of the CMF for this initiative. Compliance with these Guidelines is a prerequisite to eligibility for funding from this initiative.

The CMF has full discretion in the administration of its funds, and in the application of these Guidelines, to ensure funding is provided to initiatives that contribute to the fulfillment of its mandate. In all questions of interpretation of these Guidelines, the CMF interpretation shall prevail.

Individuals that are successful in the Accessibility Support initiative in a given year are subject to the CMF policies and practices in effect for that fiscal year. To be clear, changes to Accessibility Support Guidelines and/or policies made in a subsequent fiscal year will not apply retroactively, unless specifically stated. The CMF fiscal year is April 1 to March 31.

## 2. HOW ACCESSIBILITY SUPPORT WORKS

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### 2.1 INTRODUCTION

The Canada Media Fund's Accessibility Support offers financial assistance for individuals who identify as Persons with disabilities (defined in section 2.1.1 below) in overcoming possible barriers during the application process to the CMF's funding Programs.

Eligible Applicants (defined in section 3.1) may apply to Accessibility Support to cover costs for specific enumerated activities (defined in section 3.2 below).

Accessibility Support will be awarded on a first-come/first-served basis until funds are depleted, subject to Maximum Contribution amounts (see section 4.2) and funds will be paid directly to service providers authorized and approved by the CMF (see section 4.3).

#### 2.1.1 Definitions Applicable to Sector Development Support: Persons with disabilities

##### *Persons with disabilities*

A Person with disabilities is someone living with one or more physical, mental, intellectual, cognitive, sensory or communicational impairments, conditions or functional limitations that, in interaction with a social, policy or environmental barrier, presently hinders their full and equal participation in society. These impairments, conditions or functional limitations – evident or not – may be permanent, temporary or episodic in nature.

*Note: the CMF uses "Person with disabilities" as an umbrella term that also includes the Deaf and the hard-of-hearing who may or may not identify as having a disability.*

## **3. ACCESSIBILITY SUPPORT - ELIGIBILITY**

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### **3.1. ELIGIBLE APPLICANTS**

An Eligible Applicant for Accessibility Support is a Canadian individual who meets the definition of a Person with disabilities as described in section 2.1.1.

The same individual may only apply to the Accessibility Support twice per Program year (from April 1st to March 30th of the following year).

### **3.2 ELIGIBLE COSTS**

Eligible Costs in Accessibility Support are costs exclusively for the hiring of authorized service providers to assist Applicants with one (or more) of the following activities:

- Completing a Persona-ID self-identification account;
- Opening a Dialogue account for their company on the Dialogue application platform;
- Reading and understanding the CMF's Program requirements & guidelines;
- Communicating with a CMF or a CMF Program Administrator/Telefilm Analyst using ASL or any other adapted system to discuss the eligibility of the project and the applicant to any CMF Program;
- Completing and submitting the online application form and other required forms to apply for CMF (content) Programs; and
- Completing and submitting the application form to Sector Development Support.

Please note, this initiative is not intended to support the individual in writing or creating the creative elements, contracts, budgets or any other required documents to support their application to the CMF. Rather, the goal is to help them navigate through the CMF's Program requirements, terminology and application process.

## **4. ACCESSIBILITY SUPPORT - CONTRIBUTION**

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### **4.1 NATURE OF FUNDING CONTRIBUTION**

Accessibility Support funds shall be provided in the form of a non-repayable contribution.

### **4.2 AMOUNT OF FUNDING CONTRIBUTION**

The Maximum Contribution provided through this initiative shall be \$2,500. The CMF will decide the amount of its contribution on a case-by-case basis.

### **4.3 RECIPIENT OF FUNDING CONTRIBUTION**

Individuals who meet the eligibility criteria in these Guidelines should contact CMF staff (see section 5 below) to request Accessibility Support. The individual may propose their own third-party service provider, which the CMF will evaluate, or the CMF may recommend one. If approved, the CMF will contract with and pay the individual's Accessibility Support contribution directly to the authorized service provider.

## 5. HOW TO APPLY FOR ACCESSIBILITY SUPPORT

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To request Accessibility Support please you need to contact the CMF at least **6 weeks before** the Program deadline or opening date (deadline for Selective Programs and Performance and Development Envelopes and opening date for first-come first-served Programs) by either of the following options:

- [access@cmf-fmc.ca](mailto:access@cmf-fmc.ca); or
- **1-877-975-0766 (toll free)**

CMF staff will communicate with prospective applicants and evaluate their requests.