



Please consider the environment before printing.

Project Title: \_\_\_\_\_ (the "Project")

Applicant Company: \_\_\_\_\_ (the "Applicant")

As stated in the CMF's [Narrative Positioning Policy](#), the CMF is committed to encouraging content creation that is both representative and accountable to all individuals and communities. This policy states that Projects should be made by individuals who are **well-positioned** to tell the story, especially when it involves key storylines, main characters or subject matter related to Indigenous Peoples to Canada and Equity- Seeking Communities. This can include concrete and actionable steps to be taken by the Applicant and the key Production and Creative teams when creating the content, known as the Community Engagement Plan (the "Plan").

- This section will be evaluated according to the quality of the proposed plan. By completing this document, the Applicant and their key production and creative teams are committing to (i) creating the content responsibly, thoughtfully and without harm, including the following actionable community engagement steps, and/or personnel hires, and (ii) providing a written report at final costs stage confirming what steps were completed.
- Outline the concrete steps that the Applicant and teams have done and/or will undertake.
- Steps can include:
  - Community relations (e.g. dedicated diversity or community relations hires or consultants, time spent in Community prior to filming)
  - Production, creative process and/or experience (e.g. commitments to hiring from within impacted communities, mentorship or training for cast, crew, personnel)
  - Accessibility, accommodation and/or support (e.g. dedicated accessibility coordinator, cultural competency training, integrated described video, creative captioning, etc.)
  - Policies, stewardship, accountability and/or communication (e.g. documented consultation processes, accessibility plans, or implementation of other appropriate policies and processes in studio, on-screen and/or behind the scenes)
  - Other relevant examples, models and/or references (e.g. implementing actionable steps as documented in Protocols & Pathways, Being Seen, UNDRIP, GLADD, RespectAbility, etc.)
- For IDM Program projects, especially where story or narrative is less present, this can also include:
  - Targeting new audiences (e.g. plans to reach Diverse or Equity-Seeking audiences not often considered for this type of content. Name the audiences and the extra steps you will take to reach them)
  - Accessibility, privacy or connectivity (e.g. UX/UI consideration for accessible devices, meeting or exceeding W3C accessibility standards across devices, meeting or exceeding COPPA or GDPR requirements, as applicable to the content)

Note: Plans should be reflective of and relative to the Project being created. Projects do not need to undertake actions in all areas. The above list is presented as a guide to potential actionable steps. It is not a checklist.

***Answer using the space allocated below and be as specific as you can (maximum 300 words):***

I certify that all the information provided is accurate and complete.

**Applicant’s Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_  
(Please print)

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_  
(YYYY/MM/DD)