

Accessibility Grant Application Guidelines

The National Campus and Community Radio Association (NCRA/ANREC) through a grant from Employment and Social Development Canada (ESDC) will be providing funding to improve physical accessibility at campus and community radio stations.

The funding is only available to NCRA/ANREC Members who are in good standing. If you are unsure if you are in good standing with the NCRA/ANREC contact barry@ncra.ca

The Funding

The funding pool that is available is \$50,000 with grants available from \$500 to \$8,000. With limited resources available, this is predicted to be a competitive grant. Not all applicants will be successful. For successful applications, 90% of the funding that is approved will be made available at the beginning of the project. The remaining 10% of the approved funding will be made available upon the completion of the project or 6 months from the date of the approval (whichever is earlier) the funds will be released upon receipt of final accessibility audit and report of completion.

The Requirements

The application guide and application criteria were developed in collaboration with the NCRA/ANREC's Accessibility Committee. This volunteer committee is comprised of people from within campus and community radio with lived experience as, or working with people living with disabilities.

The Accessibility Audit

There is a requirement that all applicants complete an Accessibility Audit (see attached) of their station. This will help the Accessibility Committee assess the accessibility needs of your station, and how that is reflected in your application. If an applicant is successful, they will be required to submit a new accessibility form at the end of the project in order to track improvements at the station. The Accessibility Audit is a key part of the application and a useful tool to identify needs within their station.

Inclusion of Accessible Perspective

It is a requirement that you indicate in your application how you have engaged with someone living with a disability to create your project application. It is important to the Accessibility Committee that the projects it funds have the support of people at your station/community living with a disability.

Broadcast of Accessibility PSA

In accordance with the NCRA/ANREC's larger accessibility grant we require that all funded parties broadcast an Accessibility PSA. The NCRA/ANREC does not have a requirement for time or volume of PSA's required. A series of different PSA's will be made available. The choice, volume, and air-time of PSA's will be at a station's discretion. However, we need confirmation that at least 1 PSA has been broadcast.

What Is Your Accessibility Project?

One of the key questions in the application is *what is your accessibility project?*

It is important to note that this funding available is **NOT for a PROJECT**. The funding is focused on improving physical accessibility to your station. This could include things such as placing braille in the station, such as on the consoles to improve accessibility. Creating large print or audio versions of existing training, widening doorways or replacing doors to improve access or purchasing a ramp etc. The projects are also not limited to the physical space of your studio. Equipment to make participation outside of the studio possible is also acceptable if the focus is on improving accessibility.

The Budget

It is important that the budget that you provide is reasonable and within the limits outlined. It should not exceed an NCRA/ANREC contribution of more than \$8,000 or a minimum of \$500. It is also required that your station provide 25% of the project's budget. This can be through cash or in-kind.

You can paste in the budget. However, it is suggested you provide a link to an excel spreadsheet budget. Ensure that the link has the correct access permissions.

The Application Process

The application process will be opened on May 17th. If you have any questions about the process contact luke@ncra.ca. The DEADLINE is midnight EST on Sunday June 2nd.

Decisions regarding funding will be provided by June 17th. Those who have been successful will be contacted first.

Projects can begin as soon as grant approval has been provided.

The Completion Report

The NCRA/ANREC is required to report back to ESDC certain information. It is important to us that those who are provided funding provide a completion report. It will be a page long and contain the following key information:

- 1) What was the project? (provide details on what improvements were made)
- 2) How did it improve accessibility?
- 3) How many new volunteers with a disability are now at the station?
- 4) How many people at your station have been trained in accessibility? (free e-learning available through the NCRA/ANREC)

This report is required in addition to a final Accessibility Audit before the NCRA/ANREC is able to release the 10% of funds outstanding.