

CANADIAN PARENTS FOR FRENCH PROMOTES AND CREATES OPPORTUNITIES FOR YOUTH TO
LEARN AND USE FRENCH.

AGREEMENT IN THE ESTABLISHMENT OF « **CPF XXXX Team** »

CANADIAN PARENTS FOR FRENCH is a nation-wide, research-informed, volunteer organization that represents 25,000+ members across Canada and champions official language bilingualism, linguistic duality and French as a second language learning for all those who call Canada home. The organization is made up of three entities:

- **CPF National** supports the learning of official languages, advocates at the federal government level, and coordinates priorities on behalf of the CPF Network.
- **CPF Branches** support the learning of French as a second language learning programs and advocate at the provincial/territorial government level as they have constitutional authority over education in Canada.
- **CPF Chapters** offer local programming that enriches the FSL learning taking place in schools, and advocate at the school district level and with school administration.

Needs and conditions are different depending on location and community, so projects and responses must be tailored to meet the local context, to effectively communicate, promote, and support French for Canadian youth.

Objectives of the Agreement

Where there is no CPF Chapter established, CANADIAN PARENTS FOR FRENCH works to identify a minimum of two interested individual CPF members, to form a «**CPF Team**» who, serving as volunteers, will take on the leadership and coordination of an activity(ies) to benefit youth learning French in their community. The TEAM works directly with the **CPF XXX Branch/National**. The activity must fit within the scope of helping to:

- coordinate and deliver a CPF youth or family activity or event,
- encourage youth participation in extra-curricular and summer French experiences,
- disseminate information about FSL to parents within the community,
- encourage CPF membership in the local community,
- influence local decision makers in support of the importance of official language bilingualism and linguistic duality in Canada.

In recognition that these volunteers share certain values with CANADIAN PARENTS FOR FRENCH, they will be granted official CPF TEAM status.

Once granted, the volunteers undersigned may undertake to use their respective communication networks to promote French as a second language learning in the jurisdiction by using the CPF brand and trademark name, « CPF XXX Team », within the agreed-upon CPF brand activity(ies).

ACTIVITY

Circulated to Network - January 2021 to take effect as of April 2021.

Title and short description of the agreed upon activity to be coordinated and delivered by the volunteers serving as « CPF Team XXX » :

LIST ACTIVITY (ies) HERE

START DATE:

COMPLETION DATE:

REPORTING DATE (30 DAYS AFTER ACTIVITY COMPLETION):

«CPF XXX Team»:

Names of the two interested CPF individual / family members or representatives of CPF associate member organizations (AMO):

#1 : INDIVIDUAL NAME – EMAIL _____

#2 : INDIVIDUAL NAME – EMAIL _____

Individual at CPF XX Branch/National, acting as direct CPF TEAM contact:

STAFF PERSON NAME – EMAIL _____

In witness whereof, the parties have signed:

CPF Member SIGNATURE

CPF Member SIGNATURE

CPF Staff Contact SIGNATURE

date

date

date

Grant Application Process

Volunteers may apply for limited Branch grant funds to support the completion of the activity(ies). Grants are available in varying amounts. Volunteers are asked to consider amounts requested in relation to the scope of the activity with a cost recovery outcome, and that any unused funds, including amounts from any participation fees collected, will need to be reimbursed to the Branch within thirty days of completion of the activity. Details will be reviewed directly with the CPF Branch.

For completion of the agreed upon activity, «CPF XXX Team» is requesting a grant in the amount of:

\$250 \$500 \$1,000

Other Amount: _____

Terms of the Agreement

-  Volunteers must be CPF members in good standing. Volunteers must have completed the online [CPF Network Volunteer Application Form](#).

- Volunteers adhere to all CPF Bylaws and Policies including the expectation that activity participants (or their family) will have registered as CPF members.
- Volunteers adhere to any CPF Grant application process where applicable.
- Volunteers report on the agreed-upon activity(ies) using the [CPF Online Reporting Tool](#) and submit receipts and the completed *[CPF Activity Revenue and Expense Report](#) to the Branch within 30 days of activity completion. The Branch commits to approval of the report and final financial reimbursements with the TEAM Volunteers within 30 days of receipt.
- Volunteers complete an evaluation to provide [feedback to CPF Branch staff on process and procedures and the CPF volunteer experience](#).
- The CPF Branch/National will recognize the efforts of CPF TEAMS within their respective Annual Performance Report alongside the CPF Chapter contributions.

Duration of the Agreement

This agreement will be in effect for the definite period of thirty days prior and thirty days after the duration of the agreed upon activity(ies).

* Note: that we (CPF) are waiting for the yellow highlight doc.