

Child First Initiative (CFI) - Nunavik

Checklist for group/project request



Please note that if any information or document is missing, the CFI agent will not be able to process the request.

Consultation tool for completing a request



CONTEXT OF THE REQUEST

Information that needs to be included in the form

Explain the context/situation of your request to Child First Initiative Nunavik.	●
Describe the current needs to be addressed and the expected outcomes of the request.	●
Demonstrate the lack or absence of services.	●
Demonstrate the urgency of the request.	●
Give details of all the steps taken (search for solutions or funding) prior to applying for funding with CFI Nunavik.	●
When making requests for the Nunavik region, provide an explanation of the unique situation in Nunavik related to your request, including the distinctive northern context compared to the realities outside of the territory.	●

OBJECTIVES

Information that needs to be included in the form

Explain how this request will address the needs of the children, as well as the absence or lack of services.	●
In the case of a long-term project, demonstrate the actions that will be undertaken during the funding period to secure alternative funding to the CFI (sustainability plan).	●



DOCUMENTATION NEEDED FOR A REQUEST

Must be sent with the form

A recommendation letter from a professional or executive management member of your organization, detailing the needs for the requested services/products.	●
Detailed list of required services and/or products. (Request form or recommendation letter)	●
A quote indicating the price of the services/products requested. (Include cost breakdown in a word document, excel, etc.)	●
When applying for specific children, complete the attached form with the required information for each child. If the beneficiary number or N number are not available, use a parent's beneficiary number or N number.	●
You must seek all financing options prior to submitting your CFI Nunavik request. It must be clearly demonstrated that no other financial option is available.	●

IF A REQUEST IS NOT BEING MADE BY A PARENT OR GUARDIAN

If the request is for a group of children with the same specific needs, we require confirmation of parental consent for the services that will be provided to their children. <i>This consent can be given either through our consent form, through the organisation's consent form, or via email.</i>	●
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INFORMATION ABOUT THE PAYER OF THE SERVICES OR PRODUCTS

To be included in the email when you send your request

Who will be paying for the services and/or product? ● Service provider, organisation, parents, Foster parents, etc.	●
Who will apply for the refund? ● Service provider, organisation, parents, Foster parents, etc.	●

Please submit your request to cfi.nrbhss@ssss.gouv.qc.ca
If you have any questions, please contact us by email, phone or booking appointment platform before submitting your request.

Microsoft Booking Link: [Make an appointment](#)

Phone: 833-405-1234