



# KNIGHT Emerging City Champions

## 2024 Application Form

How would you transform your city?

Do you have a bold idea to support downtown & neighborhood revitalization, public spaces, and economic opportunity in your city? Are you looking for some funding or guidance on how to implement your project idea? This is your chance to take action, inspire others, and create change in your city!

### Directions:

In order to make this application process as accessible as possible, Knight Emerging City Champions has made multiple options available to you to complete the application form. This 'hard copy' option will require you to download the PDF, print it or fill it out digitally, and then have it sent back to us via email or postage. Please see the end of this form for further directions.

There are **three (3)** sections to this application form that you will need to complete. When going through this application, please remember to fill out all areas to the best of your knowledge. Questions with a **red asterisk (\*)** are **required** for submission.

If you have any questions, please visit our website at [www.emergingcitychampions.org](http://www.emergingcitychampions.org) or reach out to us at [KECCSupport@880cities.org](mailto:KECCSupport@880cities.org)

## Section 1: Personal Information

This section is for the basic information that will allow us to understand who you are.

### 1) Legal Name \*

First Name

Last Name

### 2) Preferred Name (if any):

### 3) Preferred Pronoun: \*

A gender pronoun is a word that substitutes for a noun; in this case, it is a word that substitutes for your name. (For example, “Skye ate her pasta. She likes pasta with tomatoes.” is a female pronoun. “River ate their pasta. They like pasta with tomatoes.” is a gender-neutral pronoun). Check one or more options for the set(s) of pronouns you want people to use to refer to you.

**She/Her/Hers**

**He/Him/His**

**They/Them/Theirs**

**Other, please specify:**

### 4) Date of Birth \*

MM/DD/YYYY

### 5) Home Address \*

Street Address

Street Address 2

City

State

Zip Code

### 6) Phone Number

### 7) Email Address \*

E.g. example@example.com

## Section 2: Project Information

This section helps us understand your lived experiences and what your project is all about! Lived experience is personal knowledge about the world gained through direct, first-hand experiences and involvement in events.

### 1) Where will your project be based? \*

Projects must be carried out in one of the 8 resident communities where Knight Foundation has offices. If you're not based in a one of the [8 U.S. cities](#), you'll need to find a local partner.

### 2) What do you want us to know about you? (250 words or less) \*

Tell us about yourself and why you want to become a Knight Emerging City Champion! Did something happen in your life that sparked an idea for change? Do you see a barrier in your city that no one else has acknowledged? Tell us your reason for applying to this program!

### 3) What is the name of your project? (8 words or less) \*

Your project name may change through the course of this program, don't worry if it's not perfect. This is just to get an idea of your vision!

**4) Summarize your idea in 25 words or less. \***

Give a brief description of your project idea. You'll have time to expand on your idea later.

**5) Which of the following program areas will your project address? Check all that apply: \***

**Downtown and Neighborhood Revitalization**

**Economic Opportunity**

**Public Space**

**6) Tell us more about your project idea! What activities will take place and what impact do you hope it will have on downtown and neighborhood revitalization, public spaces and/or economic opportunity in your community? (200 words or less) \***

**7) How does your idea build on existing work or leverage assets in the community? \***

**8) List key organizations and/or people you will collaborate with to implement your project, and briefly describe their role(s). (200 words or less) \***

**9) How, if at all, will your project leverage the power of technology in ways that are transparent, inclusive, participatory, and in alignment with community goals?**

This is not a mandatory requirement, but if your project includes technology please describe how. This year we have partnered with [Helpful Places](#) to teach a module on how technology can be incorporated into public space projects.

**10) How would you benefit from the Emerging City Champions program? What skills or knowledge are you hoping to gain? (200 words or less) \***

**11) What is the estimated total budget for your project? \***

Don't worry if your estimate is not exact. This is only the starting point for crafting your idea.

**12) What will the \$5,000 microgrant be used for? Please provide general budget categories for eligible expenses. A detailed budget is not required at the time of application (200 words or less) \***

Eligible expenses include:

- Project materials such as building materials, technology, etc.
- Capacity building such as case studies, site visits, etc.
- Project fees
- Honorariums

Ineligible expenses include:

- Materials/equipment for personal business not related directly to the project

**13) Are you requesting the additional \$500 tech grant?**

Yes

No

**14) If you answered “yes” to the above, what will the \$500 tech grant be used for? (I.e. hardware, software, purchasing data, supporting a skillset etc.)**

**15) Are you implementing this project independently or as part of an organization? This does not affect eligibility. Regardless of your answer, you should be the project lead and major decision maker. \***

**Independently**

**As part of an organization**

**If you checked “as part of an organization”, please indicate the name of the organization you will be working with: \***

**16) Submit links to any websites, Twitter accounts, and/or Instagram accounts you’d like to share. (Optional. This will only be used to gauge your online presence - not as a personal background check.)**

**17) Are you available to participate in the in-person Knight Emerging City Champions Studio in Toronto, Canada from August 23 to 25, 2024? \***

IMPORTANT: Travel, meals, and accommodation will be provided to the successful applicants that are chosen for the program.

**Yes**

**No**

**18) Are you eligible to travel to Canada from August 23 to 25, 2024? \***

IMPORTANT: You must have a valid travel ID/Passport to travel to Canada. If obtaining a travel document is a barrier for you, please explain so that we can try our best to accommodate your participation.

**Yes**

**No**

**19) Do you have any barriers that may prevent you from being able to participate in the in-person studio session? \***

We will try our best to accommodate any barriers that may prevent you from fully participating in the Studio. Barriers could include but are not limited to communication barriers, physical barriers etc.

**Yes**

**No**

**Prefer not to answer**



If you answered ‘yes’ to the previous question, please describe your barriers so that we can find ways to accommodate them. **(Optional)** (200 words or less)

**20) How did you hear about Knight Emerging City Champions?**

Social Media

Media/news outlet

Word of Mouth

Community Organization

Search Engine

Other, please specify:

Poster/Flyer

If you chose “Social Media”. Check the platforms where you heard about the Emerging City Champions program.

Facebook

Instagram

LinkedIn

Twitter

TikTok

Other, please specify:

If you chose “Media/news outlet” or “Community Organization”, please specify:

## Section 3: A LITTLE BIT MORE ABOUT YOU!

We want to ensure there is diversity and representation within our Champions and to ensure the proper supports are in place in case you need help! These questions allow us to get know you better in that sense and to accommodate any needs you might have.

### 1) What gender do you identify as? \*

Gender identity is the gender that people identify with or how they perceive themselves, which may be different from their birth-assigned sex (i.e. man/woman).

Female

Male

Transfemale

Transmale

Non-binary, Gender fluid, or Gender non-conforming

Two-Spirit

Intersex

Prefer not to answer

Other, I identify as:

### 2) Please indicate if you identify with any of the following ethnic backgrounds. Check all that apply: \*

Black (e.g. African, Afro-Caribbean, African-American descent)

East Asian (e.g. Chinese, Korean, Japanese)

Native American or Indigenous

Latino (e.g. Latin American, Hispanic descent)

Middle Eastern (e.g. Arab, Persian, Afghan, Egyptian, Iranian, Lebanese, Turkish, etc.)

South Asian or Indo-Caribbean (e.g. Indian, Pakistani, Bangladeshi, Sri Lankan, Indo-Guyanese, etc.)

Pacific Islander

Southeast Asian (e.g. Filipino, Vietnamese, Cambodian, Thai, etc.)

White (e.g. European descent)

Prefer not to Answer

Other, I identify as:

3) Do you identify yourself as a person with a disability? \*

Yes

No

Prefer not to answer

Describe any disabilities (physical, cognitive, etc.) that may impact your learning capabilities or project over the course of this program: **(Optional)** (200 words or less)



## **Congratulations!**

### **You have made it to the end of the application!**

Before submitting, please read the **Terms and Conditions** attached to the end of this application form

**By checking this box**, you have read and agree to the Terms and Conditions attached to this application form. The information you provide will be used for the sole purpose of application assessment, research, and reporting purposes. **Only applications with a checked box will be processed.**

### **Submission Details**

You have two options for submitting this 'hard copy' version of the application form:

1. Submit your application by email to [KECCSupport@880cities.org](mailto:KECCSupport@880cities.org) with the email heading:

**ATTN: KECCSubmission\_FirstName\_LastName**

**OR**

2. Submit your application by post to:

**Knight Emerging City Champions  
8 80 Cities  
401 Richmond St W., Studio 364  
Toronto, Ontario  
M5V 3A8**

### **Important!**

All applications must be received by **May 27th, 2024 at 11:59 pm EDT/8:59 pm PDT.**

If submitting by post, please ensure enough time for delivery and transit.

**Submissions received later than this time will be disqualified.**

# Data Protection Policy

[Knight Emerging City Champions under 8 80 Cities]

Last updated	April 1 <sup>st</sup> , 2024
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## 1. Data protection principles

8 80 Cities is committed to processing data in accordance with its responsibilities under Ontario's Digital and Data Strategy which can be viewed here

<https://www.ontario.ca/page/building-digital-ontario#secure>

Personal data shall be:

- a. processed lawfully, fairly and in a transparent manner in relation to individuals;
- b. collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes; further processing for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes shall not be considered to be incompatible with the initial purposes;
- c. adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed;
- d. accurate and, where necessary, kept up to date; every reasonable step must be taken to ensure that personal data that are inaccurate, having regard to the purposes for which they are processed, are erased or rectified without delay;
- e. kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed; personal data may be stored for longer periods insofar as the personal data will be processed solely for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes subject to implementation of the appropriate technical and organisational measures required by Ontario's Digital and Data Strategy in order to safeguard the rights and freedoms of individuals; and
- f. processed in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures."

## **2. General provisions**

- a. This policy applies to all personal data processed by 8 80 Cities;
- b. This policy shall be reviewed at least annually.

## **3. Lawful, fair and transparent processing**

- a. To ensure its processing of data is lawful, fair and transparent, the 8 80 Cities shall maintain a Register of Systems;
- b. The Register of Systems shall be reviewed at least annually;
- c. Individuals have the right to access their personal data and any such requests made to the not for profit shall be dealt with in a timely manner.

## **4. Lawful purposes**

- a. All data processed by 8 80 Cities must be done on one of the following lawful bases: consent, contract, legal obligation, vital interests, public task or legitimate interests;
- b. Where consent is relied upon as a lawful basis for processing data, evidence of opt-in consent shall be kept with the personal data;
- c. Where communications are sent to individuals based on their consent, the option for the individual to revoke their consent should be clearly available and systems should be in place to ensure such revocation is reflected accurately in the Not for profit's systems.

## **5. Data minimisation**

- a. 8 80 Cities shall ensure that personal data are adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed.

## **6. Accuracy**

- a. 8 80 Cities shall take reasonable steps to ensure personal data is accurate;
- b. Where necessary for the lawful basis on which data is processed, steps shall be put in place to ensure that personal data is kept up to date.

## **7. Archiving / removal**

- a. To ensure that personal data is kept for no longer than necessary, 8 80 Cities shall put in place an archiving policy for each area in which personal data is processed and review this process annually;
- b. The archiving policy shall consider what data should/must be retained, for how long, and why.

## **8. Security**

- a. 8 80 Cities shall ensure that personal data is stored securely using modern software that is kept-up-to-date;
- b. Access to personal data shall be limited to personnel who need access and

appropriate security should be in place to avoid unauthorised sharing of information;

- c. When personal data is deleted this should be done safely such that the data is irrecoverable;
- d. Appropriate back-up and disaster recovery solutions shall be in place.

## **9. Breach**

In the event of a breach of security leading to the accidental or unlawful destruction, loss, alteration, unauthorized disclosure of, or access to, personal data, 8 80 Cities shall promptly assess the risk to people's rights and freedoms and if appropriate report this breach to [Ontario Digital Service](#).

*By clicking the box indicated on the bottom of the Ontario Community Changemakers application form for 2024, you consent for your data to be used for research, reporting and assessment by 8 80 Cities and our funding partner Knight Foundation. Your data will not given to third parties.*

END OF POLICY