

## x-Forums: Rules and Regulations

The x-Forums program enables all communities to get involved in promoting bilingualism among their youth. To ensure that the mission and vision of French for the Future are respected at each x-Forum, rules and regulations have been developed. The following rules are non-negotiable, and mandatory for any x-Forum Authorized Organizer.

### General

- **Intentions / goals.** Your event must keep with the French for the Future mission and vision: addressed to young people, the x-Forum must promote bilingualism, and / or linguistic duality. The speakers of the day must be active people of the Francophone or Francophile community, and must deliver an inspiring and motivating message, give participants the chance to play an active role, and create a positive environment in which each student feels at ease to speak in French.
- **Place.** Your event must be held in the city for which you have obtained your x-Forum permit. An x-Forum permit is valid for a single x-Forum, in the city for which it has been awarded.
- **Remuneration.** The x-Forums are organized by volunteers. You cannot use the event to generate profit. You also cannot use the event to fundraise that is not intended for the event itself.
- **Level of participants.** X-Forums should be open to students in grades 7-12 who are enrolled in French as a second language or French as a first language programs.
- **Free.** You cannot charge admission to participants.
- **Participation.** A minimum of 2 classes (approximately 60 students) is required to hold an x-Forum, with no maximum limit.
- **Denomination.** The name of your x-Forum should consist of the name x-Forum, and the name of the city or municipality of the event. For example: x-ForumWindsor - x-ForumMedicineHat - x-ForumRivière-du-Loup
- **Assessments.** At the end of the event, students must complete the online evaluation form provided by French for the Future in the welcome kit.
- **Insurance.** The x-Forum Authorized Organizer is responsible for taking out insurance to cover their x-Forum and its participants. French for the Future does not assume responsibility for accidents, injuries, damages or losses caused during x-Forums.
- **Participants' email addresses.** The x-Forum Authorized Organizer is committed to providing the participants' email addresses to French for the Future, so that the organization maintains contact with the youth, keeping them informed about the opportunities related to bilingualism and to practicing their passion in French.
- **Underage Organizers.** Underage applicants must provide a letter from an adult stating their name and contact information, relationship to the applicant and the kind of support they are willing to provide for the applicant to be approved as an x-Forum Authorized Organizer.

### Visibility

- **Mention of French for the future.** All communication materials produced to promote your x-Forum must mention that this is a French for the Future program. Please pay attention to the use of capital letters in the use of the name:

- x-Forum, un programme offert par Le français pour l'avenir
- x-Forum, un programme du Français pour l'avenir
- x-Forum, a program offered by French for the Future
- **Logo.** All communication materials produced to promote your x-Forum must bear the logo provided in the welcome kit sent after the approval of your permit. This logo must be used according to the following rules:
  - No graphic element can appear in the immediate area around the logo.
  - It must be used on a white background.
  - It cannot be deformed or modified.
  - It must remain legible
- **Video.** Any x-Forum event must be introduced by showing the x-Forum video (with sound) provided in the welcome kit sent after the approval of your permit.
- **Banner.** For the duration of your x-Forum, the x-Forum banner sent by French for the Future must be highlighted, in the view of participants (example: on stage or at the entrance of the room).
- **Social media.** Any content posted on social media about the x-Forum before, during and after the x-Forum must mention and identify French for the Future through the identifiers mentioned below. Each publication must also contain the following 2 hashtags:  
**#x-Forum** and **#x-Forum [enter the name of your city here]**.
  - Twitter ID: @francaisavenir
  - Facebook ID: @lefrancaispourlavenir / @frenchforthefuture
  - Instagram ID: @francaisavenir

### Funding

- **Support French for the Future.** If you accompany your x-Forum permit application with an application for funding from French for the Future, and that it is approved, you will be subject to the following obligations:
  - Submit a final report after the event (a template to be completed is provided in the welcome kit sent after approval)
  - Send a copy of the photos, and videos taken during your x-Forum
  - Demonstrate that French for the Future branding has been used
  - Submit a budget accompanied by receipts justifying the expenses related to the event.
  - In the event that the amount paid by French for the Future has not been spent in its entirety, a refund of the overpayment will be required.
  - In the event that the x-Forum is cancelled, the total amount paid by French for the Future will have to be refunded.
- **Other sources.** The authorized organizer x-Forum can, if they wish, solicit donations in money or in-kind in his entourage.

I, the undersigned \_\_\_\_\_ (full name) certify that I have read, understood, and approved the x-Forums Rules and Regulations.

Dated at \_\_\_\_\_ (city), on \_\_\_\_\_ (date).

Signature: