

Application Deadline:
4:00pm May 14th, 2010

United Youth Grants



Application Form 2010

A program of
Organizational and Community Development
United Way of Peterborough & District
www.uwpeterborough.ca



General Information

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Please type or print clearly.
Incomplete applications will not be processed.
Be sure to read the Starter Kit before filling out the application.

Project Name: _____

School/Organization: _____

Address: _____

City: _____ Postal Code: _____

Phone: _____ Fax: _____

Sponsor Teacher/Adult (contact person):

Email: _____

Department: _____ Sponsor Signature: _____

How did you hear about United YOUTH Grants?

- Media Source
- Guidance Counselor/Teacher
- United Way Website
- Friend
- Other (Please provide details below)



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Team Leader: _____

Age: _____ Grade: _____

Phone: _____ Email: _____

Team Member: _____

Age: _____ Grade: _____

Phone: _____ Email: _____

Team Member: _____

Age: _____ Grade: _____

Phone: _____ Email: _____

Team Member: _____

Age: _____ Grade: _____

Phone: _____ Email: _____

Team Member: _____

Age: _____ Grade: _____

Phone: _____ Email: _____

Team Member: _____

Age: _____ Grade: _____

Phone: _____ Email: _____

If you have additional team members, please attach a list to this application.



Project Information

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Describe your project idea
and tell us what you hope to do.

Why have you chosen this project? How will it improve your
school/community?



Action Plan

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Where and when will your project take place?

What materials will you need?

How will you promote your project in your school and/or in your community?

How will you evaluate the success of your project?

What are your deadlines?

Project Start: _____

Progress Report Due Date: _____

Project End Date: _____

Evaluation Report Due Date: _____



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Action Plan

(See sample in Starter Kit)

	Action	Lead Person	Due Date
Planning Stage			
Implementation			
Follow-up			



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Community Need

Check the issues that your project addresses:

- Peace Building
 - Substance Abuse
 - The Elderly
 - The Environment
 - Poverty
 - Racism/Discrimination
 - Other (Please provide details below)
-

How did the team determine the need for this project in the community?

Has your project idea been done before in your school or community? Yes No

If yes, how is your idea or approach different?



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Funding Request

Total Amount Requested: _____

List expenses and estimated costs:

Expense	Estimated Cost
Total	

If the project were only to receive partial funding, what would you eliminate from your budget?

How would you fundraise in order to get the extra money you would need?



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Agreement

I certify that, to the best of my knowledge, the information provided in this application is accurate and complete, and that this funding request is endorsed by the group I represent.

I also certify that if this request is approved, I will provide financial reports, any invoices or receipts, and progress reports when requested.

I understand that should this request be approved and then for any reason the project activities cannot be continued or completed, I am responsible for returning all unused funds to United Way.

I understand that upon completion of my final report submission, I will then receive the final 15% of my grant allowance.

Team Leader Signature: _____

Date: _____

For Office Use Only:
 Application Received: _____
 Application Reviewed: _____
 Interview Date: _____
 Recommendation: _____
 Letter Sent: _____
 Progress Report Due Date: _____



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Youth Grants Policies and New Funding Criteria

United Way Youth Grants should be used for projects happening in the community that adds to or contributes to the overall wellbeing for the youth in the city or county of Peterborough. This program provides funding of up to \$500 for projects that are designed and implemented by youth for youth. Projects should be related to an important issue in our community and should be designed to make a positive contribution to your school/city and/or peers.

Priorities for Funding

The United Way Youth Grants Committee will look at and consider all applications that request funding for their projects and events; however priority may be given to requests that fall under one or all of the following:

- 1) A group wishing to put on an event/project on a topic that has not yet been created
- 2) A group that has not before received a grant
- 3) A group that has not received a grant in the last year
- 4) A grant needed to fund something around educational awareness that promotes the health and wellness of youth
- 5) Meet the current United Way funding priorities

The Following are a list of application guidelines that will distinguish between groups that are eligible and non eligible for Youth Grants Funding.

Eligible Grant Applications will include:

- events or projects within the community that are primarily organized/led/driven by youth
- events happening within the City or County of Peterborough
- projects and events that will benefit the youth in our community in a positive way
- collaborative projects (including murals, sculpting, painting etc.) that give a voice to youth and address issues that are meaningful for youth
- events and projects that raise awareness to current issues and concerns felt by youth in the City and County of Peterborough
- an adult supervisor/mentor who oversees the project



Non Eligible Grant Applicants include but are not limited to:

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-fundraising projects (ie. a tournament, car wash, dance or any public event that will help to raise money for another charity, person or people)

-funding for travel abroad or within the country, province or city including but not limited to the cost of accommodations, meals, tickets or clothing needed to compete or participate in an event for a team or individual

-projects or events that are run primarily by the adult supervisor (youth must be the primary organizer and driving force behind the project at all times)

- incomplete applications that are missing information necessary to make an informed decision may be rejected at any time

- groups who have failed to hand in their final reports within one calendar year of being issued a grant

** Please note that applications received past the deadline will not be considered

Conflicts of Interest

-if a team leader applying for a grant is also a team member on the Youth Grants Review Team, they are not able to review an application and must go through the application process as an applicant rather than a youth grants team member.

-two separate groups wishing to gain funding on the same project will be contacted by the Youth Leadership Coordinator who would allow both groups to work together and submit a new application incorporating both teams

Conditions of Grant Approval

- all groups who have been approved for a grant must attend a short 45 minute information session outlining steps on how to fill out and submit the mandatory youth grant report due at the end of project completion

- all groups who fail to submit their mandatory youth grant report will be ineligible to apply for another youth grant for one full calendar year

- all groups will have 15% of their total youth grant amount held back until final submission of their youth grant report

