



United Way
Peterborough & District

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uwpeterborough.ca

United Youth Grants

Application Form 2015

APPLICATION DEADLINE: February 13, 2015 at 12:00 noon.

United Way Peterborough & District
277 Stewart Street, Peterborough, ON K9J 3M8
705-742-8839
volunteer@uwpeterborough.ca
www.uwpeterborough.ca

APPLICATION DEADLINE: February 13, 2015 at 12:00 noon

General Information

**PLEASE TYPE OR PRINT CLEARLY • INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.
BE SURE TO READ THE STARTER KIT BEFORE COMPLETING 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 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: _____

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

Interviews will be conducted on MONDAY February 23rd at 5:00 pm.

Team Leaders are expected to be present. Interviews take approx. 20-30 minutes.

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Action Plan

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 DATE: _____ PROJECT END DATE: _____

PROGRESS REPORT DUE: _____ EVALUATION REPORT DUE: _____

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Action Plan

	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
 - ANTI-OPPRESSION (I.E. RACISM, HOMOPHOBIA, CLASSISM, SEXISM ETC)
 - OTHER (PLEASE PROVIDE DETAILS): _____
-

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:\$ _____

PROJECT BUDGET - 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, to the best of my knowledge, the information provided in this application is accurate and complete, and 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 Peterborough & District.

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

TEAM LEADER NAME: _____

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 GRANT POLICIES AND FUNDING CRITERIA

United Way Youth Grants are for projects happening in the community that add or contribute to the overall well-being of youth in the City or County of Peterborough. This program provides up to \$500 in funding for projects designed and implemented by youth for youth (14-19yrs). Projects should be related to an important issue in our community and designed to make a positive contribution to your school/city and/or peers.

Priorities for Funding: The **United Way Youth Grants** Committee review and consider all applications requesting funding for their projects and events; however, priority may be given to those falling 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 promoting health and wellness of youth
- 5) meet the current United Way funding priorities (see www.uwpeterborough.ca)

The following is a list of application guidelines that will distinguish between groups that are eligible and non-eligible for **United Way Youth Grants** funding.

ELIGIBLE GRANT APPLICATIONS INCLUDE:

- **youth age 14-19**
- 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 youth in our community in a positive way
- collaborative projects (including murals, sculpting, painting, etc.) that give voice to youth and address issues that are meaningful for youth
- events and projects raising awareness around 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:

- fundraising projects (i.e., sports 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 run primarily by the adult supervisor (youth must be the primary organizer and driving force behind the project at all times)
- incomplete applications 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: 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 United Way to 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 45-minute information session outlining steps on how to complete and submit the mandatory youth grant report due at the end of project completion
- all groups failing 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