



CRIME  
PREVENTION  
& VICTIM  
SERVICES  
Trust Fund

## ***Crime Prevention & Victim Services Trust Fund*** **GUIDELINES**

### **IS THIS THE RIGHT FUND FOR YOUR PROJECT?**

⇒ Before applying please read through this package to ensure that your project fits the criteria. Please call the Fund Coordinator at 1-800-661-0408 ext. 8746, or 667-8746 with any questions or see our [website](#) for more information.

### **WHO CAN APPLY?**

- ⇒ Non-profit organizations
- ⇒ Municipal Governments
- ⇒ First Nation Governments
- ⇒ School Councils or Boards

**\* Individuals and businesses are not eligible.**

**\* Non-profit societies must be in good standing under the *Yukon Societies Act*.**

**\* Organizations with overdue reporting or financial obligations to the Government of Yukon are not eligible for funding. If you are unsure of your status, please call the Fund Coordinator.**

**\* Funding is intended for Yukon entities.**

## WHAT IS THE PURPOSE OF THE FUND?

### To fund projects which fulfill one or more of the following objectives:

- ⇒ To promote and provide services intended to reduce the incidence of crime.
- ⇒ To promote and provide services intended to prevent violence against women and children.
- ⇒ To promote and provide services intended to address the root causes of criminal behavior.
- ⇒ To provide, publicize and promote information on:
  - ✓ How crime can be prevented
  - ✓ How people can protect themselves from being victimized by crime
  - ✓ The needs of victims
  - ✓ Services offered to victims
- ⇒ To promote and provide services for the victims of offences.

### Definition of Crime Prevention

Projects that address the “root causes of criminal behaviour” aim to reach individuals who may be vulnerable to becoming involved in the criminal justice system by seeking to address or reduce risk factors for individuals, families and communities to decrease the chances of criminal acts and/or victimization.

Effective projects have multiple benefits, are collaborative where possible, have clear priorities and target specific risk factors. Examples of risk factors are:

- Individual: impulsiveness; alienation; rebelliousness; substance abuse; aggressiveness; anti-social beliefs, attitudes and behavior; cognitive issues that can affect behaviours such as FASD.
- Family-related: substance abuse; violence; physical, sexual or emotional abuse; family breakdown; harsh or inconsistent discipline; low parental support; parental or sibling criminal history.
- Peer-related: anti-social/delinquent friends/peers; gang membership; peer rejection; bullying.
- School-related: not fitting in; poor school performance; truancy/suspensions; dropping out.
- Community/neighborhood related: lack of meaningful employment opportunities; poverty; high levels of substance use; high levels of violence; lack of community engagement and collaboration; community history of trauma.

Protective factors are characteristics or conditions that help reduce the negative effects of risk factors. Crime prevention projects may include protective factors as well as addressing risk factors. Examples are:

- Community/neighborhood related: participation in traditional healing and cultural activities; positive role models, coaches and mentors; community engagement; strong social supports; availability of services (social, recreational, cultural, etc.).
- School-related: success at school; positive role models, coaches and mentors.
- Peer-related: positive support and communication with peer group/friends.
- Family-related: strong family bonds; parental supervision; positive role models.
- Individual: positive attitudes, beliefs and values; conflict resolution and problem solving skills; positive lifestyle choices; good mental, physical, spiritual and emotional health.

## **WHEN ARE THE DEADLINES?**

⇒ Applications must be received by:

- ✓ Spring deadline: February 15<sup>th</sup> @ 11:59 p.m.
- ✓ Fall deadline: August 15<sup>th</sup> @ 11:59 p.m.

(If these dates fall on a weekend or statutory holiday the deadline will be the following business day.)

⇒ Late applications will not be considered.

## WHAT COSTS ARE ELIGIBLE?

Categories	What does this include?	Restrictions to the amount that can be applied for
Administrative costs	Includes items such as printing, photocopying, office supplies and materials	Actual costs only – no % mark-ups; up to 10% of the total request from CPVST
Program supplies and materials		
Equipment	Purchase or rental: may include computers, photocopiers, fax machines, audio-visual, furniture, sport, playground or recreational equipment	Purchase of equipment up to \$500; rental of equipment up to 10% of the request from CPVST
Travel within the Yukon	Includes actual costs for gas, accommodation, air fares for travel in Yukon or catchment area or to bring a facilitator or leader to the Yukon when equally qualified local persons are unavailable	Meal costs up to current Yukon government rates
Wages, salaries, honoraria and professional and trades fees	Actual costs	Up to \$300 per day per individual
Rental or lease of dedicated premises to support the project		
Utilities related to the project	Phone, electric, fuel	
Advertising and promotion of the project	Newspaper, social media, posters, radio	
Production of pamphlets, posters, manuals or other educational or informative materials	Design, materials, printing	

## WHAT COSTS ARE NOT ELIGIBLE?

- ⇒ Travel outside of the Yukon
- ⇒ Projects duplicating areas of responsibility of, or existing, government programs
- ⇒ Retroactive funding for projects/proposals that have already taken place
- ⇒ Profit making ventures
- ⇒ Fundraising events
- ⇒ Capital equipment purchases except for those outlined in “Eligible Costs”
- ⇒ The CPVSTF is not intended to provide funding for any permanent project or program.

## WHAT HAPPENS AFTER YOU APPLY?

- ⇒ Your application will be reviewed by the Fund Coordinator and you may be contacted to provide clarification or further information about parts of your application.
- ⇒ Your application will be reviewed by the Crime Prevention and Victim Services Trust Board.
- ⇒ You will be contacted within 4-6 weeks from the deadline regarding the status of your application.

## APPLICATION CHECKLIST

- ⇒ All applications must be typed or clearly printed.
- ⇒ Please ensure that the following are attached to your application:
  - ✓ Completed application form
  - ✓ Proof of revenues from other sources
  - ✓ Letters of support
  - ✓ Letters from project partners confirming their involvement
- ⇒ Applications can be submitted:
  - ✓ By Mail: **Crime Prevention and Victim Services Trust Fund  
Box 2703 (J-7)  
Whitehorse, YT Y1A 2C6**
  - ✓ By Fax: **1-867-393-6240**
  - ✓ In person: **301 Jarvis Street (Second Floor), Whitehorse**