



CRIME  
PREVENTION  
& VICTIM  
SERVICES

Trust Fund

## Crime Prevention and Victim Services Trust Fund

# GUIDELINES

### IS THIS THE RIGHT FUND FOR MY PROJECT?

Before applying, please read through this package to ensure 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 in good standing under the Yukon Societies Act.
- Municipal governments.
- First Nation governments.
- School councils or boards.

*Note: Funding is intended for Yukon entities.*

### The following are not eligible for funding.

- Individuals and businesses.
- Organizations with overdue reporting or financial obligations to the Government of Yukon. *If you are unsure of your status, please call the fund coordinator.*
- Projects duplicating areas of responsibility of, or existing, government programs.
- Profit-making ventures.
- Fundraising events.
- Projects/proposals that have already taken place.

*Note: The CPVSTF is not intended to provide funding for any permanent project or program.*

## WHAT IS THE PURPOSE OF THE FUND?

The purpose of the fund is to support projects that 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 gender-based violence and violence against women and children.
- To promote and provide services intended to address the root causes of criminal behaviour.
- 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; and
  - 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. Following are some examples of risk factors.

- 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. Following are some examples of protective factors.

- Community/neighborhood-related: participation in traditional healing and cultural activities; positive role models, coaches and mentors; community engagement; strong social supports; availability of services (e.g. social, recreational, cultural).
- 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.

## WHAT COSTS ARE ELIGIBLE?

Categories	Includes	Restrictions
<b>Administrative costs</b>	Items such as printing, photocopying, office supplies and materials	Actual costs only—no percentage mark-ups; up to 10% of the total request from CPVST
<b>Program supplies and materials</b>	Actual costs	
<b>Equipment</b>	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 to a maximum of \$1500
<b>Travel within Yukon</b>	Actual costs of gas, accommodation and airfares for travel within Yukon or catchment area, or to bring in a facilitator or leader when equally qualified local persons are unavailable	Meal costs up to current Yukon government rates
<b>Wages, salaries, honoraria and professional and trades fees</b>	Actual costs	Up to \$300 per day per individual
<b>Rental or lease of dedicated premises to support the project</b>	Actual costs	
<b>Utilities related to the project</b>	Phone, electricity, fuel	
<b>Advertising and promotion of the project</b>	Newspaper, social media, posters, radio	
<b>Production of pamphlets, posters, manuals or other educational or informative materials</b>	Design, materials, printing	

## WHAT COSTS ARE NOT ELIGIBLE?

- Capital equipment purchases
- Travel outside of the Yukon
- Projects duplicating areas of responsibility or existing government programs
- Retroactive funding for projects/proposals that have already taken place
- Profit making ventures
- Fundraising events

## HOW DO I SUBMIT MY APPLICATION?

- By mail: **Crime Prevention and Victim Services Trust Fund  
Box 2703 (J-7)  
Whitehorse, Y1A 2C6**
- By fax: **1-867-393-6240**
- In person: **301 Jarvis Street (second floor), Whitehorse**

Applications must be typed or clearly printed and must include the following.

- The completed application form.
- Proof of revenues from other sources.
- Letters of support.
- Letters from project partners confirming their involvement.

## What are the deadlines?

- Spring applications must be received by **February 15 at 11:59 p.m.**
- Fall applications must be received by **August 15 at 11:59 p.m.**

*If the date falls on a weekend or statutory holiday, the deadline will be the following business day. **Late applications will not be considered.***

## WHAT HAPPENS AFTER I APPLY?

- The fund coordinator will review your application. You may be contacted to provide clarification or further information about parts of your application. It is important you provide prompt responses to these questions.
- The Crime Prevention and Victim Services Trust Board will review your application.
- You will be contacted within four to six weeks after the deadline regarding the status of your application.