

Our Address:

Send your completed application to:

Youth Investment Fund
Box 2703 (J-7)
Whitehorse, YT Y1A 2C6

Fax # 1-867-393-6240
Phone: 867-667-5367
or 1-800-661-0408 extension 5367

The departments of Community Services, Education, Executive Council Office, Health and Social Services, Justice and Women's Directorate all support the YIF



Information About You & Your Group:

Ensure all sections are complete. PLEASE PRINT CLEARLY!

Applications are assessed on the information provided. Incomplete applications may not be considered for funding.



Project Name: _____

Contact Person: _____



Registered / Legal Name of Group: _____

Is your organization registered, and in good standing with the Yukon Societies Act?

Yes not applicable

Address: _____ City: _____

Postal Code: _____ Telephone: _____

Fax: _____ Email: _____



Annual deadlines: Spring: April 1st Fall: October 1st



1. a) Please give us a thorough description of your project and tell us what's in it for youth.



Start date: _____ End date: _____

1. b) Please copy this information from the Budget Chart (page 8)

Total Project Cost: _____

Amount Requested from YIF:

For the \$501 to \$5000 level _____ (**\$5000 maximum**)

For the \$500 and under level _____ (**\$500 maximum**)



YIF funding to pay for (from budget page):

2. Are you partnering with any other groups to deliver this project? If so, what are they helping you with?



3. Who are the resource people/instructors for your project and what will they be doing? What kind of certification, experience or qualifications do they have for the job?



* The applicant may wish to ensure that all employees, workshop facilitators, volunteers or anyone else that:

- o will be left alone with youth
- o are in a supervisory role with youth
- o participate on overnight trips with youth



complete and clear a criminal records check. (forms will be provided)

4. Please give us your best estimate as to the number of participants:

_____ Female youth Ages _____

_____ Male youth Ages _____

_____ Female Youth leaders Ages _____

_____ Male Youth leaders Ages _____



5. How many youth are helping plan the project and how are they helping?
What are their ages? (***The Youth Investment Fund targets youth that are under 19 years of age***)



6. Which communities will your youth participants come from?



7. How will you get the word out to youth that your project is happening?



8. a) Is this activity open to all youth who apply?



8. b) If the answer to 8a is “no”, how will you be selecting the youth who will participate in your project?



8. c) Is there a participant fee and if so, how much?



8. d) If there is a participant fee, how will you accommodate those who can not pay?



9. How are you going to know if your project was a success? How do you plan to measure this success?



10. Are there other groups in your community that are working on the same kind of project happening in your area? If yes, then how will your project work with their project?



EXPENSES *(How much are you spending on your project?)*

Enter on Budget Chart and YIF amounts on Details section (page 10)

- Wages (provide details of all hourly rates and total hours to be worked for each position- the YIF can only support up to **\$15/hr** wages or **\$150/day** honoraria)
- Facility Costs, e.g. cost of renting a building (include a breakdown)
- Program Supplies and Materials (include detailed costs for each item)
- Printing/Advertising (include a list with costs for each item)
- Travel (within Yukon or in some cases to bring speakers to the Yukon)
- Equipment (Youth Investment Fund may be able to provide money towards buying minor equipment for up to 50 % of the final purchase price to a max of \$1,000)
- Unidentified Costs – enter information in blank expense item area



SOURCES of FUNDING (Income) - *Where you get your money from*

Enter on Budget Chart

- Money from Fundraising *(tell us the source of fundraising)*
- Money from Sponsors *(tell us the sponsor's name)*
- Money from Community Grants *(tell us the name of the grants, e.g. community recreation grant, lotteries)*
- Other sources of money or supplies *(e.g. you're chopping firewood and selling it, you're renting out space in a building that belongs to your group, you're selling an old computer that belongs to your group)*

Total \$ Requested from YIF - *This is the amount of money you are requesting from the Youth Investment Fund*

Enter on Budget Chart

In-kind Contributions *An in-kind contribution is a non-cash input which can be given a cash value.*

In-kind contributions may include donated equipment, services, and facilities necessary to directly implement a project that would otherwise have to be purchased if they were not donated by the applicant or other organization

Enter on Budget Chart

(tell us what kind of contribution and how much, e.g. "Bud's Beverages" donates \$ 400 of pop, Joni donates her time for 2 hours and her tools for the week – place a dollar value on this contribution)

11. BUDGET CHART

Expense Items *\$ required to run project – do not include in-kind contributions	Total Cost of Expense Item	Source(s) of funding for Expense Item (Income)	Amount covered by Source	\$ Confirmed Y/N
Coordinator Wages *up to \$15/hour	\$	YIF		No
Youth Wages *up to \$15/hour	\$	YIF		
Honorariums *up to \$150/day	\$	YIF	\$	No
Entertainment	\$	YIF		
Equipment *50% to a max of \$1,000	\$	YIF		
Facility Rental	\$	YIF		
Food	\$	YIF		
Liability Insurance	\$	YIF		
Materials	\$	YIF		No
Printing	\$	YIF		
Transportation *inside Yukon only	\$	YIF		No
	\$	YIF		
	\$	YIF		
	Total Expenses \$ _____		Total \$ requested from YIF \$ _____ Maximum \$500 or \$5000)	

Expense Details: Applicants must provide detailed information of all expense items in which they are requesting \$ from the Youth Investment Fund

Expense Item _____ Amount Request from YIF \$ _____

Expense Details:

Expense Item _____ Amount Request from YIF \$ _____

Expense Details:

Expense Item _____ Amount Request from YIF \$ _____

Expense Details:

Expense Item _____ Amount Request from YIF \$ _____

Expense Details:

Expense Item _____ Amount Request from YIF \$ _____

Expense Details:

Expense Item _____ Amount Request from YIF \$ _____

Expense Details:

Expense Item _____ Amount Request from YIF \$ _____

Expense Details:



Declaration of Applicant

I am submitting this application for the purpose of obtaining financial assistance from the Government of Yukon. The statements in this application and in all further submissions in regard to this application are, to the best of my knowledge, true and correct.

I submit that, to the best of my knowledge, all aspects of this proposed project will be in compliance with existing municipal, territorial and federal guidelines and laws.

We agree to allow representatives of the Government of Yukon access to the site and the premises of the project described in this application, to inspect the books and records, to make inquiries and credit checks, and to obtain all other pertinent information necessary to evaluate this application.

Name of authorized official, if applicable
Please Print

Signature

Title of authorized official, if applicable
Please Print

Date

APPENDIX A

12. In a few words, tell us about your group. Why does your group exist? What does it do?





Youth Investment Fund Information

Questions?

Contact	phone #
Administrator	667-5367 1-800-661-0408 ext. 5367 Fax: 1-867-393-6240
Chairperson	667-8213

Youth Investment Fund
Department of Justice
Administrator
Box 2703 (J-7)
Whitehorse, YT Y1A 2C6

You may remove this page before submitting your application