



## Youth Contribution Program Guidelines

The Youth Contribution Program is geared to people under 25 years of age. It supports initiatives that promote positive lifestyles to improve the quality of life and well-being of youth in their communities.

***The goals of the program are to:***

- Support youth related programs;
- Encourage youth to take initiatives that lead to positive lifestyle choices;
- Promote traditional **Indigenous** youth activities so that they may strengthen northern **Indigenous** traditions and culture;
- Recognize that community governments play an important role in promoting, developing and delivering activities for youth and should be encouraged and supported to continue these efforts.

***Applications will be accepted for funding in the following areas:***

- **Non-sporting**, extra-curricular activities and **youth** trips sponsored by other **youth organizations or community governments**.
- New and innovating projects targeted at improving lifestyle choices.
- Development of youth related organizations, including annual general meetings and conferences as well as the development of plans for those organizations. Core operational funding will not be provided.
- **Non-sporting** traditional cultural events.

**The following criteria must be met:**

1. Focus on developmental activities and initiatives that create a long-term commitment to positive lifestyle choices for youth.
2. Provide positive benefits to five (5) or more youth.

**Applications must demonstrate that...**

- ✓ Your organization operates on a non-profit basis and works to benefit the residents of your community.
- ✓ The applicant is developing a program for youth under the age of 25 years.
- ✓ The project supports the Youth Contribution goals and priorities.
- ✓ Expenses related to the conduct of fundraising events are not eligible
- ✓ If possible, recognition of Municipal and Community Affairs as a funding source.



## FUNDING PARAMETERS

- Projects must be submitted **6-weeks prior** to the project/activity taking place.
- Applicants are eligible for the following amounts\*:

### Projects Held in the NWT\*\*

\$5,000

### Projects Held the outside the NWT\*\*\*

\$4,000

\* Please note that these are the maximum amounts and applicants may apply for less than the indicated amount.

\*\* Projects that are hosted in the NWT may claim up to 75% of relevant expenses.

\*\*\* Projects that are held outside of the NWT may claim up to 50% of relevant expenses.

## Timelines

Funding is available on a first come, first serve basis. It is therefore strongly recommended you contact your MACA Regional **Recreation Coordinator** as soon as possible. **Funding is renewed April 1st of each year**

## Eligible Expenses

- Travel and costs incidental to travel, accommodations, meals
- rental of meeting rooms and premises and communications, including advertising
- Additional expenses may be approved at the discretion of the Department of Municipal and Community Affairs

## Ineligible Expenses

- Core operational funding
- Per diems, fees, wages or similar payments to program participants
- Expenses related to the conduct of fundraising events
- Projects submitted by NWT Schools or School Authorities

## For Your Information

- Keep a copy of the proposal and budget for your files.
- As soon as your project is approved, a contribution agreement will be sent to you for signing. Contribution agreements outline when financial and activity reports are due.
- If your group wants to make changes to your original budget or project activities, a request to do so should be provided in writing.

## The Following Is Required:

- A. A copy of your certificate of insurance.
- B. Final activity and financial report.
- C. Photos of project activities with photo consent forms.

If you have questions on the program or would like to submit an application please contact **your Regional Recreation Coordinator**. **Regional Recreation Coordinators** can also provide advice on preparing an application. You may also email [Youth and Volunteer@gov.nt.ca](mailto:Youth and Volunteer@gov.nt.ca).