

United Way Yukon – Community Investment Fund 2023-2024 Application Instructions



Overview

All applicants are requested to apply online through the application form at www.unitedwayyukon.ca/apply-for-funding.

Applicants who have a 2022-23 Community Investment Fund project still underway must also complete an Interim Reporting form which is online at www.unitedwayyukon.ca/apply-for-funding

UWY will also accept paper applications received by the office before the deadline. Please contact the office at 867-667-2003 or ed@unitedwayyukon.ca for special instructions.

Grants of up to \$10,000 may be provided on an annual basis to eligible non-profit organizations for projects/programs that benefit Yukon communities and fit within United Way Yukon's priority areas:

1. **From Poverty to Possibility:** Moving people out of poverty and meeting basic human needs (e.g. food, shelter, jobs).
2. **Healthy People, Strong Communities:** Improving access to social and health related support services, supporting resident and community engagement, and supporting community integration and settlement.
3. **All That Kids Can Be:** Improving access to early childhood learning and development programs, helping kids do well at school and complete high school, and helping kids make a healthy transition into adulthood and post secondary education.

More information about these focus areas can be found on the United Way Yukon website in the "Our Priorities" section. In addition to the priority areas above, United Way Yukon has a responsibility to advance reconciliation with Indigenous peoples.

When is the application deadline?

- All required information must be submitted by Midnight, Sunday, **February 5, 2023**.

Who is eligible to apply?

- A registered charity or other Qualified Donee under the federal *Income Tax Act*. Most Yukon First Nation governments are Qualified Donees – confirm your status on this CRA web page: <https://bit.ly/34mZFfT>

- If your organization is not a registered charity, but you are a registered non-profit society that is in good standing with Yukon Corporate Affairs, you may be eligible for funding if you partner with a qualified charitable organization with a mission and mandate aligned with your organization. You must include the partner organization's charitable number on your application, you must provide a contact name from the partner organization and the partner organization must agree to receive the funding on your behalf. To confirm your status as a registered Yukon non-profit, go to <https://yukon.ca/en/yukon-societies>

What are the other conditions?

- United Way cannot guarantee full or even partial funding for applications received.
- Funded projects must start on or after April 1, 2023 and end by March 31, 2024.
- Projects/programs must take place in the Yukon.
- Your organization must disclose all sources of project/program funding and anticipated expenses for the entire project/program.
- If you received funds for a Community Investment Fund project in 2022-23 from United Way Yukon, you must have completed the 2022-23 Interim Report.
- If you received United Way Yukon funding in the past, but not in 2022-23, you must be in good standing, i.e. a final report submitted and approved.

What will United Way Yukon fund?

- Costs of new projects or enhancing/expanding existing programs.
- Salary and benefits for personnel to deliver projects/programs.
- Training (in Yukon) for staff and/or volunteers to deliver projects/programs.
- Purchase of equipment and supplies (maximum of \$1,000).
- Rent for space for the project/program to operate.
- Public education or information materials.
- Travel costs inside Yukon associated with the project/program.

What will not be funded?

- Fixed or overhead costs, e.g. office rent or salaries or benefits for core administrative staff and functions.
- Capital expenditures over \$1,000.
- Out of Yukon travel, or into Yukon travel.

Preference

- No preference is given to applications by priority area. This information is required by the national organization and is for statistical purposes. Most projects fall under two or all three areas, but we need to identify one.
- No preference is given to an organization which submits one application over an organization which submits applications for more than one project.
- No preference is given to an application which has more or fewer funding sources than another.
- Preference is given to projects benefiting rural communities over Whitehorse.
- Preference is given to projects involving First Nations over projects which do not.
- Preference may be given to projects which have not received past funding over projects which have been funded for a number of years by UWY.

What happens after an application is received?

- United Way Yukon's Community Engagement & Investment Committee (CEIC) reviews and evaluates all applications, in accordance with our Community Investment Policy.
- The United Way Yukon Board of Directors considers for approval the recommendations made by the CEIC. A UWY decision will be made by mid-March 2023.
- All applicants will be notified of the decision affecting their project before the end of March 2023.

How to complete the application for funding

Submit the form online www.unitedwayyukon.ca/apply-for-funding

Please note that you will be asked to upload a budget file in the application form.

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Submit your application package before Midnight. **Sunday, February 5, 2023.**

**For more information on the funding process
please contact United Way Yukon at
ed@unitedwayyukon.ca or 867-667-2003**