



Town of East Gwillimbury

YOUTH ASSISTANCE FUND Distribution Guidelines and Application Form 2011 - 2012

Purpose

The Town of East Gwillimbury is committed to helping the youth of the Town to participate in activities and programs they would otherwise not be able to afford. The Town has set up a “Youth Assistance Fund” for this purpose. The Annual Mayor & Council Charity Golf Tournament held in September of each year provides the money available for this Fund. This fund will provide financial assistance to individuals to help them participate in the various activities offered throughout the Town.

Grant criteria have been established to evaluate requests submitted in an equitable and efficient manner. However, if funds are limited, priority will be given to individuals who are unable to afford participation. Please submit a completed application form to the Office of the Mayor and Members of Council, Town of East Gwillimbury, 19000 Leslie Street, Sharon, ON, L0G 1V0 or fax to 905-478-4291.

Eligibility Criteria – Please read carefully:

While the criteria and application forms have been developed as guidelines, special circumstances will be considered on an individual basis.

1. 1.1 Applicants for the Youth Assistance Fund of East Gwillimbury must be under 19 years of age.
- 1.2 The recipient/family should be available to volunteer for the Town of East Gwillimbury at the discretion of Council.
- 1.3 This fund will support youth who are unable to afford participation in East Gwillimbury activities (e.g. registration fee, uniforms, equipment, supplies). Financial constraints prohibiting participation in an activity should be described.

If an application for an **out-of-town** activity is made, we require registration and cancellation policies of that organization. We will cover half of the cost up to a limit of \$500 for one time only. If the activity is not completed, all allocated funds must be returned to the Town of East Gwillimbury.

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19000 Leslie Street, Sharon, Ontario L0G 1V0 Tel: 905-478-4282 Fax: 905-478-4291

www.eastgwillimbury.ca

2. There is a maximum of one grant to any one individual in any one calendar year to a maximum of 3 years. Priority will be given to first time applicants.
3. Groups may apply on behalf of individuals within their organization.
All funds are to be returned to the Town of East Gwillimbury if a program is not completed.
4. Although Council will consider exceptions, a maximum grant of \$1,500 for an individual will be considered in any one year to a maximum of 3 years.
5. **Applicant must provide an invoice (verification of amount that activity/item will cost) for each activity/purchase.**
Once an application is approved, payment will be made to the organization/vendor that provided an invoice.
**** Reimbursements are not part of this funding program. ****
6. These criteria and application forms have been developed as guidelines. Unique circumstances will be considered by Council on an individual basis.

Application

All groups or individuals applying for a grant must provide a completed grant application.

Administration

Council will review all applications and Council's decision will be final.

Distribution of funds will be through the Executive Assistant to the Mayor and Members of Council.

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Youth Assistance Fund Application Form – 2011-2012

Applicant	
Relationship to Youth	
Address	
Phone & E-Mail	

You may apply for more than one activity per child; however, each activity for each child must be listed separately.

**** An invoice must accompany each activity.****

Child's Name	Age	Activity	\$\$ Requested
		TOTAL REQUESTED:	\$

1. Reason for application – please explain:

2. If you are not the parent or guardian of the child/children listed above (e.g. social worker, teacher); is the parent/guardian aware you have made this application on behalf of the child/children? Yes No

Indicate how you are able to volunteer to the Town:

- Assist with the Mayor & Council Charity Golf Tournament
- Assist with Volunteer Appreciation Night
- Assist with Santa Claus Parade
- Assist with Remembrance Day Service
- Assist with Pancake Breakfast
- Other Ideas – please describe (e.g. clean up programs, Mount Albert Sports Day, etc.)

6. Did you receive or are you requesting funding from any other organizations, groups or agencies? If yes, from whom and how much did you receive?

Is this application being made on behalf of an individual or group representing the Town of East Gwillimbury? If yes, please explain.

The application acknowledges that if a grant is provided, an evaluation of the success of the grant will be required.

Dated this _____ Day of _____, _____
(Month) (Year)

Signature of Applicant