

Piikani Youth & Education Foundation

Supporting all Piikani Nation Members Endeavors.



Group/Community Grants

Criteria & Application Form

Submitted Wednesday Prior to the meeting

This Package Includes Community Grant Information for:

Education

Community Support/Recreation

Cultural & Fine Arts

Leadership & Social Development

Piikani Youth & Education Foundation

GRANT CHECKLIST

Organization or Applicant Name:

Application Package Must Include the Following Criteria:

- A Completed & Signed Copy of Application Form
- A Letter of request with supporting documentation;
- A detailed project description including event dates
- A detailed budget for the grant
- A list of three references

All applications will be reviewed monthly by the
PYEF Board of Directors

- **Grant will reflect scope of project.**
- **Grant is a subsidy, cannot fund the total project.**
- **Grant amount will be based upon budget.**
- **PYEF Board meetings are scheduled for the 3rd Monday of every month.**
- **Deadline for Applications: 12:00 pm Wednesday prior to the monthly board meeting.**
- **Applications submitted on the Monday of the meeting will be forwarded to the next monthly board meeting.**

Late or incomplete applications will not be accepted.

INCOME	Proposed Budget	Actual Budget	YTD
Revenue:		SAMPLE BUDGET	
Fundraising	\$ 500.00		
Donation	\$ 200.00		
TOTAL	\$ 700.00	\$ -	\$ -
Expenses:			
Facility Rental	\$ 500.00		
Food	\$ 500.00		
Etc.			
TOTAL	\$ 1000.00		
Grand Total	\$ 1000.00		
SURPLUS(DEFICIT)	\$(300.00)	\$	\$

Application

Please check the grant that you are applying for:

- Education
- Recreation & Athletics
- Cultural & Fine Arts
- Leadership & Social Development

PLEASE INCLUDE IN THE APPLICATION

- Application completed
- Letter of request
- Proposal detailing event
- Budget

General Information

Name of Organization/Applicant

Contact Person

Brief Project Description:

Who will be participating in the event?:

Project Start Date:	Project Completion Date:	Requested Grant Amount: <u>(Max of \$2000.00)</u>
(MM/DD/YYYY)	(MM/DD/YYYY)	

PROJECT BUDGET: Please provide a detailed budget listing all expenses & revenues, include description of expenses.

PLEASE NOTE:

All applicants must fill out an application form, a signed Applicant Agreement and include all applicable documents

Piikani Youth & Education Foundation Applicant Agreement

The applicant declares that:

- a) The information contained in its application and supporting documents (Application) for grant funding from Piikani Youth and Education Foundation (PYEF) is true and accurate.
- b) The required financial statement(s) for the applicable period are true copies and have been attached to and form part of the Application.

The Applicant understands and agrees that should this application be approved, any grant funding awarded is subject to the terms and conditions of this agreement. The Applicant agrees to the following terms and conditions:

1. There is no obligation between PYEF and the Applicant unless the grant is approved.
2. The Applicant understands that PYEF may award less funding for the purposes set out in the Application.
3. The Applicant will use the Grant awarded for the stated purposes as outlined in the application, unless written permission is obtained from the PYEF.
4. Following receipt of the Grant, the Applicant agrees to be bound by the reporting requirements set out in the application.
5. Applicant will submit receipts with the report
6. A final report must be submitted to PYEF within 60 days after the project completion. Failure to provide a final report will result in no future grant funding.
7. The Applicant will recognize PYEF as the funding source.
8. Grants awarded to Piikani teams or groups will be prorated based upon the number of Piikani Nation Members.
9. If there are more than Three (3) individuals applying for a similar grant, application must be submitted as a group application.
10. Verbal Abuse or lateral violence will NOT BE Tolerated.
11. All recipients of grants must volunteer on PYEF Events. Failure to provide volunteers will impact future funding.

Successful Applicants; cheques will be processed within 5 - 7 days of meeting date.

Signature of Applicant

Date

Please provide a detailed financial report listing all expenses and revenue, including receipts.

Please provide a detailed report on the project/program, attach any photos, posters, etc.

Please provide information if your event received any press coverage.

Please include the methods in which your event recognized PYEF as a funding Source.

What Other Sponsorship Does the Foundation Provide?

Individual & Community Grants:

Grants are available in the following areas:

Education
Recreation & Athletics
Cultural & Fine Arts
Leadership & Social Development
Graduation Grants

PYEF Grants:

Grants are available in the following areas:

Individual Grants
Education Support
Scholarship & Awards
Post Secondary Bursaries
Group/Community Grants
Graduations Grants
Attendance Incentives
Graduation Incentives

Some examples of areas of funding that PYEF does NOT cover:

Re-imbursment of fees and costs
Living allowance/rent
Travel allowance
Food allowance
Bus fares
Post Secondary and/or Seating/Deposit Fees
Equipment
Damage Deposits
Personal expenses

Did you remember to?

- Fill out the required fields and the fields pertaining to your request in the application form completely?
- Attach ALL the required documents, which can be found in the criteria?
- Submit your application & required documents before the deadline?

Please Note the following:

- **All applications must be submitted to PYEF OFFICE on the Wednesday prior to the monthly Board Meeting which is on 3rd Monday of each month.**
- **Incomplete applications will not be considered for support**
- **Please be advised that some groups will be asked to present their application at a PYEF Board Meeting.**
- **ALL PROGRAMS ARE BASED ON AVAILABILITY OF FUNDS**

Piikani Youth & Education Foundation

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