

YELLOWKNIFE COMMUNITY FOUNDATION GRANT HANDBOOK

Gary Robinson Memorial Fund

April 6, 2012

Introduction

Founded in 1993, the Yellowknife Community Foundation (YCF) actively serves our community as a fund developer, fund manager and grant-maker. The YCF represents a pooling of many individual funds established by generous citizens, corporations and other organizations through donations, gifts of life insurance and bequests. These funds make up the permanent endowments of the Foundation, from which the interest income is disbursed as grants.

YCF awards grants from the *Yellowknife Community Fund*, which has been established by donors who have designated their gifts as unrestricted or to a broad field of interest. These grants are primarily made in the areas of social services, health, arts, recreation, education and the environment.

The Foundation also awards grants from its named / scholarship funds for the purposes designated by the fund originators. Applicants seeking an award from one of these funds should demonstrate the compatibility of their pursuit to the goal of the fund. Additional information on named / scholarships funds is found on the YCF website.

Gary Robinson Memorial Fund

The Gary Robinson Memorial Fund provides financial support to those individuals or charitable organizations involved in search and rescue/recovery or emergency response activities. Although priority will be given for these purposes grants can also be awarded to individuals or charitable organizations involved in outdoor skills and or survival training. Grants may be used to purchase equipment, assist with program costs, purchase technical services or to attend or hosting training seminars or workshops. Through this fund, it is his family's hope that Gary will continue to protect and help the people of this place that he loved so much.

Prerequisites

Preference will be given to eligible individuals or organizations whose past activities reflect the guiding values of the Fund. Organizational applicants must be registered charities or organizations able to provide charitable tax receipts. Individuals receiving scholarships will receive a T4 taxation slip.

General Conditions

1. All applicants must complete this form and then submit using the on-line application process.
2. Incomplete applications will not be considered.
3. The YCF does not fund ongoing (i.e. operating) costs of a program.
4. Attachments should be kept to a minimum.
5. All grant requests must be accompanied by a letter of reference from an organization recognized by YCF.

Applications

Applications must be received by May 15 each year. The application must include a statement in at least 500 words on:

1. Why they are applying for the grant;
2. The individual's or organization's involvement in search and rescue/recover activities, emergency response activities, or outdoor skills/survival training activities; and
3. How the grant will enhance the activities or the organization, or further the individual's related career or volunteer goals.

If an individual, applicants must include a letter of reference from a recognized organization or another source acceptable to the Yellowknife Community Foundation attesting to the applicant's involvement in the above-listed activities and a verification of residency.

Preference will be given to eligible individuals or organizations whose past activities reflect the guiding values of the Fund.

Applicants receiving grants from the YCF may be asked to participate in public relations activities designed to promote YCF and its purposes. All grant recipients must also acknowledge receipt of the grant in newsletters, websites and other in communications they utilize to promote their activities. Applicants may also be asked to provide photographs for these purposes.

**YELLOWKNIFE COMMUNITY FOUNDATION
APPLICATION FORM – GARY ROBINSON MEMORIAL FUND**

1. In 100 words or less, state why you / your organization is applying for the grant.

2. Outline your / or your organization's involvement in search and rescue/recover activities, emergency response activities, or outdoor skills/survival training activities. How do these match the goals of the Gary Robinson Memorial Fund?

3. How will the grant enhance the activities or the organization, or further the individual's related career or volunteer goals.

4. Outline your project's budget:

	Revenues			Expenses
(Identify each)				
YCF Grant				Expense 1
Other 1				Expense 2
Other 2				Expense 3
Other 3				Expense 4
Total				Total

5. Provide any other details on your project not included above.

6. Describe the type of recognition your organization can provide for YCF?

7. When will the project commence and when will it conclude?

8. Please provide your charitable registration number or information on the organization that will receive the grant.