



HAMILTON  
COMMUNITY  
FOUNDATION  
For Hamilton, For Ever

## GUIDELINES – YOUTH-LED COMMUNITY ACTION PROJECTS

The Youth Advisory Council of the Hamilton Community Foundation,  
invites applications for grants of up to \$2,500  
to support youth-led community action projects  
**DEADLINE FOR APPLICATIONS: February 27, 2009**

### WHAT is the program?

The program promotes youth engagement in the community. The program will fund projects proposed by youth, selected by youth, and implemented by youth.

### WHY this program?

- This is an opportunity to do something for your community, neighbourhood or school.
- This is a chance to address local issues and show that you care.

### WHO can apply?

- Youth must be between the ages of 11 and 25.
- Youth must participate on a volunteer basis.
- You must have the use of a charitable registration number.

### HOW do you get involved?

- Think of a project that could benefit your community.
- Gather other youth (ages 11 to 25) interested in your project.
- Find two individuals or companies or organizations within your community that support your project and have them write a letter stating their support for your project.
- Fill in the grant application and set up and include a budget for your project.
- Find an adult in your community willing to take on the role of a supervisor throughout your project.

Eligible expenses for your project budget include:

- ❖ Promotional costs (posters, flyers, radio/newspaper ads, etc.)
- ❖ Materials related to the project (excluding capital expenses)
- ❖ Transportation costs
- ❖ Food and lodging for volunteers, etc.
- ❖ N.B. SALARIES AND WAGES ARE NOT ELIGIBLE

### WHAT is the cost?

- 50% of your project costs up to a maximum of \$2,500, are covered ON THE CONDITION that you and/or your group obtains matching funds from the community in the form of financial support or **in-kind** support

In-kind support means what the community gives/donates to your group to help with your project and can include things or services such as food for the volunteers, use of a building, vehicle loan, tutoring/mentoring, shovels and brooms, etc.)

### WHEN is this happening?

- Project proposals will be accepted until **February 27, 2009**
- Projects must be completed during 2009.

### FOR MORE INFORMATION:

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### TO SUBMIT PROPOSALS:

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