



United Way
Northwest Territories

Change starts here

Dear Organization,

Thank you for your interest in applying for the United Way NWT Community Investment Fund. To enable the processing of your application, please complete the information below. Ensure all the required information has been provided. The deadline is **Monday, December 5, 2016.**

Should you need assistance with any of the questions, please do not hesitate to contact Jacq Brasseur, Campaign Coordinator and Administrator, at office@nwt.unitedway.ca. We are happy to assist you through the process.

Any previously funded organizations will not be considered if they have not met all of their reporting obligations.

If your organization does not have a Charity Registration Number with the Canadian Revenue Agency (CRA) and you have found another organization willing to accept the funds on your behalf, be sure to include the organization's name and CRA number on the application. This number will be verified before any applications will be considered.

The United Way's Three (3) Focus Areas Are:

<p>From Poverty to Possibility: Moving people out of poverty and meeting basic human needs</p>	<p>Healthy people, strong communities: Improving access to social and health-related support services and supporting resident and community engagement</p>	<p>All that kids can be: Improving access to early childhood learning and development programs, helping kids do well at school, and make the healthy transition into adulthood</p>
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Ensure that your application clearly describes how your program, project or service clearly would deliver meaningful outcomes in one or more of the three priority areas.

Funding Eligibility Checklist—you must meet all these criteria to be eligible to apply

- Non-profit, charity registered with Canada Revenue Agency
- Direct service provider
- Offers programs or services **directly addressing** one or more of United Way's three priority areas
- Operates in the NWT
- Apply before December 5, 2016

<p>office@nwt.unitedway.ca (867) 669-7986 Box 1145, Yellowknife, NT, X1A 2N8</p>	<p>www.nwt.unitedway.ca facebook/unitedwaynwt @unitedwaynwt</p>
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Required Information

- ☐ **Completed** United Way NWT Application Form
- ☐ Current financial statements from your last AGM but no more than 12 months old. (do not need to be audited)
- ☐ **Current** Board of Directors list: name, position, phone number, email, length of time on the board
- ☐ If your project is funded, you will be required to provide a written or verbal report about the success of your project which United Way can make public (along with photos of your project and photo releases)

Funding Application Form

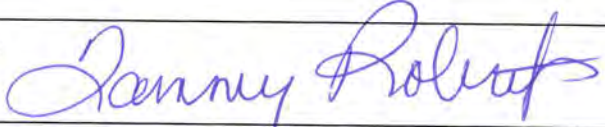
Deadline: December 5, 2016

<ul style="list-style-type: none"> • All boxes must be completed (unless stated otherwise) • Any application without a Charitable Registration Number will not be considered complete. • Incomplete applications will not be considered. 	
ORGANIZATION INFORMATION	
Name of Organization: Foster Family Coalition of the NWT	
Street Address: 5125 50 th Street	Mailing Address: PO Box 2022 Yellowknife NT X1A 2P5
Telephone: 867-766-3326	
Email: info@ffcnwt.com	Website: (optional) www.ffcnwt.com
Charitable Registration Number: SOC1568	Registration Date: October 2 2002
If you are using another organization's charitable registration number, please indicate the organization's name:	



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Total Organizational Revenue (from most recent financial statements): 67,328.78		
CONTACT NAME		
This person will be the only person contacted with regards to this application. Please ensure that they will be available.		
Name: Tammy Roberts	Position/Organization: Executive Director	
Email: info@ffcnwt.com	Telephone: 867-766-3326	
PROJECT INFORMATION		
Name of Project: Camp Director Position		
List of partners (if any): MACA		
Brief Project Summary: (25 words or less) The Camp Director is responsible for the planning and implementation of programming, hiring staff, booking camper registrations and co-ordinating all functions of Camp Connections.		
Funding request: (Small, one-time: maximum \$7,500 – Multi-year funding: maximum \$15,000/year) Multi-Year		
LIST OF REQUIRED DOCUMENTS (Please make sure that they are attached):		
<input type="checkbox"/> Current Financial Statements	<input type="checkbox"/> Project description	<input type="checkbox"/> Current Board List
Name of Signing Authority: Tammy Roberts		
Signature: 		Date: December 5, 2016

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ORGANIZATION INFORMATION	For Administrative Use Only
<p>Mission or mandate of the applicant organization including the geographic area served (territorial wide, region, remote community(ies), town(s) and or city). Maximum 100 words.</p> <p>The Foster Family Coalition of the NWT is a unified voice dedicated to improving the quality of life for children and youth in care by supporting foster families' well-being.</p> <p>The FFC-NWT is a Territorial organization that has board member positions in each region the the NWT. Camp Connections is located approximately 56 km outside of Yellowknife but also serves children and youth from across the NWT.</p>	<p>Worth 5/100</p>



PROJECT DESCRIPTION	
1	<p>How does this project meet one or more of the United Way focus areas? Maximum 400 words.</p> <p>The project of the Camp Director position meets the United Way focus areas of “Healthy People, Strong Communities” and “All that Kids can be”.</p> <p>The Camp Director works very closely with social workers, foster, adoptive and birth parents to ensure that children and youth are able to attend Camp Connections and have a fulfilling and positive experience, this process helps the build stronger relationships amongst these members of a child’s support team. Within the same focus area, the Camp Director also supports residents and builds community engagement by hiring Elders and cultural artists to host sessions at Camp Connections with the campers. 95% of Camp Connection’s attendees are Indigenous. While in care, they may not have access to genuine experiences relating to their culture. Camp Connections aims to fill that void by providing the children and youth with opportunities to experience aspects of their cultures is a respectful way.</p> <p>Within the focus area of “All that Kids can be” the Camp Director ensures the implementation of the Daily “I Am’s” into the programming, The Daily I Am’s are</p> <ul style="list-style-type: none"> • I am Capable – Learning about Stress • I am Loveable – Learning about Healthy Relationships • I am Trustworthy – Learning to Trust • I am Important – Learning about Self-Esteem • I am Powerful – Learning about Self-confidence • I am Valuable – Learning about Teamwork • I am Helpful – Learning to be Supportive and Encouraging to others <p>These “I Am’s” help support confidence in learning and assists in healthy transitioning to adulthood. Children and youth in care often experience very low self-esteem and struggle to look forward to their future, as their lives often focus around changes they have no control over. At Camp Connections the Camp Director and staff infuse positive planning and learning into all activities.</p> <p><i>Points will be given for strength and breadth of contribution to one or more focus areas. Projects must clearly and specifically meet one or more of the United Way focus areas.</i></p>

Worth
20/100



2	<p>Explain the project benefits, who will benefit, and how the project overcomes challenges and barriers faced by project beneficiaries. Maximum 300 words.</p> <p>Having a seasonally full time Camp Director is an integral component of the Camp Connections project. Having a dedicated staff member to oversee the entirety of the project from start to finish with a strong focus on the details will ensure a successful Camp. It will also ensure the ongoing success of the FFC-NWT's other projects as other staff members can remain working without switching focus to Camp Connections. A full time Camp Director is of course very beneficial to the campers of Camp Connections. The overall function and seamless running of Camp will benefit the children and youth by allowing them to have the best possible experience without irruption.</p>	Worth 15/100
3	<p>Describe how and when the project will be delivered; the steps and time line for delivery, in order; who will deliver the project; management and supervision; necessary resources; and funding required for the project elements. Maximum 300 words.</p> <p>The Camp Director will start full time hours in April 2017, continuing until September 2017, after which time they will continue on in a part-time capacity. The Director will start their full time position with training and budget management for the upcoming summer, at this time the positions for the remaining summer staff will be filled, but not starting until June.</p> <p>The Camp Director will be supervised by the Executive Director who will manage and oversee major decisions to the project, day-to-day the Camp Director will be self-directed. The Camp Director will be responsible for the management and supervision of the summer staff.</p> <p>The training and knowledge of the FFC-NWT Staff and the Camp Connections programming are necessary resources to the project success.</p> <p>The FFC-NWT is requesting the amount of \$45,000 in order to facilitate this project and hire a Camp Director for the seasonal full-time term of April-September inclusive and part-time to continue after September. This pattern will follow on a three year term.</p> <p><i>This answer should tie into the budget.</i></p>	Worth 15/100



4	<p>Describe the number of volunteers, the participation of other organizations, contributions from existing community projects and activities, and contributions to complementary projects and community activities. Maximum 200 words.</p> <p>Camp Connections has many community partners and volunteers. They range from individuals who pitch in with general maintenance and fix-ups, to organizations that use the camp location when Camp Connections is not being run and artists and Elders who host workshops and demonstrations with the campers. As our volunteer numbers ebb and flow, it is hard to know exactly how many but in the range of 100 individuals contribute to Camp Connections, not including the children and youth who attend, which would add approximately another 100 people to the Camp Connections experience.</p> <p><i>This measure looks at leveraging and participation. The more community volunteer involvement and the more community groups contributing to the project, the more leverage the United Way funding will have. We look for partnering and collaboration that leverages resources. We want to avoid duplication or competition.</i></p>	Worth 10/100
5	<p>How will you evaluate the project's success and the project's contribution to the United Way Focus Areas? Maximum 200 words.</p> <p>The FFC-NWT will evaluate the success of the Camp Director position with a successful summer at Camp Connections. This means managing any issues or conflicts in a professional and timely manner, a variety of artists and workshops to provide the campers with a range of cultural experiences, various on the land and excursion style opportunities, maintaining the summer staff positions and flawless flight & camper coordination.</p> <p>All of this is to speak to the happiness of the campers, which fulfills the focus area of "All That Kids Can Be". The Executive Director will measure the success of "Healthy People, Strong Communities" by the variety and calibre of Elders and artists who visit Camp Connections to build cultural ties with the campers.</p> <p>One tangible way we measure success of Camp Connections is through camper evaluations and staff feedback. This helps us tailor our programming year-to-year and effects how the Camp Director will perform their duties.</p> <p><i>Explain your evaluation standards</i></p>	Worth 10/100



6	<p>What are the largest challenges or risks that your project faces, and how will you address these? Maximum 200 words.</p> <p>The largest challenge the Camp Director will face is having the training and knowledge to facilitate Camp effectively and having a unified team of staff. The FFC-NWT aims to address this by having an extended training period by an additional two weeks compared to past years. It is the goal that this will prepare the Camp Director for any unforeseen conflicts.</p> <p>Explain how your organization will ensure sufficient volunteers, independently or in partnership with others; access to required materials and funds; and volunteer supervision and mentoring.</p> <p>The FFC-NWT and Camp Director always put a public “call-out” for volunteers and interested Elders & artists. In addition to this there are certain people who are specifically invited to be guests at Camp for their knowledge, all artists and guests are supervised by the camp summer staff including the Camp Director. It has been the practice that artists and guest bring their own materials and supplies as it relates to the project that they are presenting. Additional funding for Camp Connections comes from a variety of funders and grants.</p> <p><i>This measure aims at ensuring your organization has access to the skills, capabilities and resources need for your project.</i></p>	Worth 10/100
7	<p>Has this project been offered before? If so, for how long and by who? How has it improved since it started? If this project is new, are there other projects that are similar? If it has not been offered before and it is a good idea, why was it not offered? Maximum 100 words.</p> <p>Camp Connections has been an annual project of the FFC-NWT's since the summer of 2003. The Camp Director position has been in place annually as well to ensure the smooth operations of Camp.</p> <p>Camp has steadily improved and expanded. The first Camp was a one-week experiment with 20 campers. It is now a five to six week summer with 100 campers attending. The programming has grown along with the years and the improvement to infrastructure and equipment has expanded over the years.</p>	Worth 5/100



8	<p>How will your community know about your project? How will you reach out to the people or groups you are trying to support with your project? Maximum 100 words.</p> <p>Camp Connections job postings are made available online and are advertised through social media. The registration is always sent out and advertised amongst the regional health and social services authorities to register their clients. It is also circulated to the Territorial Treatment Centre, Healthy Families Program and to the FFC-NWT's contact list of foster and adoptive parents. The on-goings of Camp is publicized (within the confidentiality rules) on social media and in the newsletter.</p>	Worth 5/100
9	<p>How will you acknowledge United Way NWT and how we have helped financially with the project? Maximum 100 words.</p> <p>The FFC-NWT will acknowledge the United Way within the successful applicants offer of employment as well as through all social media postings regarding Camp, the newsletter, website and press releases. As well, United Way representatives will be invited to attend and speak at Camp Day, which will kick off the Camp Connections season in June.</p>	Worth 5/100

BUDGET (Please include contributions from other partners or any in-kind support valued at the actual cost)

Project Revenues		Project Expenses	
MACA (portion of 3 year)	69,685.20	Year 1: Salary for Camp Director (full – time from April 1 – August 31: 20 hrs a week remainder of the year)	38,228.40
United Way (3 year)	45,000.00	Year 2: Salary for Camp Director (full – time from April 1 – August 31: 20 hrs a week remainder of the year)	38,228.40
		Year 3: Salary for Camp Director (full – time from April 1 – August 31: 20 hrs a week remainder of the year)	38,228.40
TOTAL REVENUES: 114,685.20		TOTAL EXPENSES: 114,685.20	



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NET PROFIT/LOSS: 0

AUTHORIZATION

Prior to signing, please ensure that you have:

- Completed the application form for this project;
- Attached the organization's most recent financial statements;
- Attached a list of board members, with mention of any vacant positions;
- Committed to providing United Way NWT with a verbal or written report of the project's progress or success within 6 months of receiving any funding.

Failure to include any of the above will affect the outcome of the application review.

Name of Official Representative: Tammy Roberts

I certify that to the best of my knowledge, the information provided in this application is accurate and complete and that this funding request is endorsed by the organization I represent.

Signature:

Date:

December 5, 2016

Please send the completed application form plus all required documentation to office@nwt.unitedway.ca or PO Box 1145, Yellowknife, NT, X1A 2N8.

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Supplemental Application – Multi-Year Funding

Based on United Way NWT's experience it is **continuing** a larger multi-year funding program. The maximum term is three years. The maximum amount is \$45,000 allocated in three annual distributions of up to \$15,000.

Continued funding is subject to the demonstrated annual performance of the applicant, the filing of annual financial and project reporting, and the continued availability of adequate United Way NWT funds.

United Way anticipates approving one and possibly two such pilots. Normally applicants are limited to one funding application.

Applicants for multi-year funding may also apply for single year funding up to the cap of \$7,500. The two applications must be for different projects. The \$7,500 application will only be considered if the multi-year application is not.

Applicants for the multi-year funding are asked to use the same application form. However, they are expected to complete it with **much more detail**. United Way reserves the right to come back to applicants for clarification or with additional questions. In addition to completing the standard application, multi-year funding applicants must provide:

1. Three years audited financial statements
2. Your organization's business or strategic plan
3. The project's business/implementation plan, including the budget with sources and uses of funds
4. Letters confirming partnership from any partners that are contributing to the proposed project
5. Identify the key positions required to execute the project, who will be filling them, and a provide short biography for each person
6. Proposed disbursement schedule and milestones - what completion and performance milestones need to be met prior to each disbursement being made by the United Way
7. Three letters of community support