



HAINES JUNCTION LOTTERY FUNDING GRANT

(Made possible by Lotteries Yukon “Community Lottery Program”)

The Village of Haines Junction receives funding from Lotteries Yukon through the **Community Lottery Program** for community arts, sport and recreation projects. Village Staff review grant applications twice per year and make recommendations to Village Council. **Beginning in 2020, all applications must be fully completed and submitted to the Village Office by April 15 or October 15 (Deadline will be extended to the next business day if it falls on a weekend or federal holiday).** You are welcome to submit a draft application for comments well before the deadline. Please note the following conditions:

- Children and youth will be given priority. Evidence of broad community support and / or partnerships strengthen your application.
- Grants will not be retroactive. You can only receive grants once in the calendar year.
- Funding to schools is only eligible for after-school programming.
- Fund raising is mandatory and the applicant should attempt to fund raise 25% of the project's cost. Fund raising is any activity that requires volunteer time, effort and commitment in order to raise money, except collecting donations or receiving grants from other organizations.
- Capital items and honorarium for out-of-town resource people will be considered. Applications that result in personal gain for local residents have lower priority. Ineligible expenses include: operating and maintenance costs for general administration, wages, office equipment (computers, scanners, printers, projectors, telephones, software, etc.) rent, energy, supplies, telephone, internet, minor repairs and maintenance, accounting and audit services, printing services, insurance, professional services, annual fees, etc.
- Applicants should obtain three quotes for purchases greater than \$500.00 and should utilize local suppliers whenever possible.
- If an organization purchases an item valued at greater than \$500.00, and later the organization disbands, the distribution of capital items shall be dealt with according to the terms of the organization's constitution. Where no constitution exists, Village Council may dispose of the asset.
- The Village recommends that the grants be for specific items. Applicants are welcome to prioritize the items in their application.
- An accounting of all funds spent must be submitted within one year of the date of the approval of the grant. If the funds are not spent, they may be reallocated or carried over. Applicants are required to submit this request for reallocation or carry over by April 15 or October 15, whichever is closest to the anniversary date of their initial application.
- Once the grant is awarded, the applicant has the option of either paying for the item and being reimbursed by the Village, or obtaining an invoice from the supplier and submitting it to the Village for direct payment to the supplier.