



## Youth Contribution Policy

### 1. Statement of Policy

The Department of Municipal and Community Affairs encourages and supports community governments and organizations involved in the development and delivery of activities directed to youth.

### 2. Principles

The Department of Municipal and Community Affairs will adhere to the following principles when implementing this Policy:

- (1) The promotion, development and delivery of youth related activities and resources should be supported and encouraged.
- (2) Youth should be encouraged and supported to take a proactive role in the development and delivery of initiatives that lead to positive lifestyle choices because these activities contribute to the wellbeing of youth and the quality of life in our communities.
- (3) Traditional Aboriginal youth activities should be encouraged and supported to help preserve and strengthen northern Aboriginal traditions and culture.
- (4) Community governments and youth-serving organizations should be encouraged and supported to promote, develop and deliver activities for youth.

### 3. Scope

This Policy guides the allocation of funding to community governments or organizations providing specific projects or services to youth.

### 4. Definitions

The following terms apply to this Policy:

Community Government – a corporation established under or continued by the *Charter Communities Act*, the *Cities, Towns and Villages Act*, the *Hamlets Act*, the *Tłı̨chǫ Community Government Act*, or any Recognized First Nations Council.

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Youth Organizations - organizations registered under the NWT Societies Act with a mandate of providing specialized programs for NWT youth to develop their skills and contribute to their communities

Youth – Residents of the Northwest Territories under the age of twenty-five (25).

### 5. Authority and Accountability

#### (1) General

This Policy is issued in accordance with Financial Management Board's delegation of authority to Ministers to establish grants and contribution policies. Authority and accountability is further defined in Financial Administration Manual directives 805 and 810 and as follows:

##### (a) Minister

The Minister Responsible for Youth (the Minister) is accountable to the Financial Management Board for the implementation of this Policy.

##### (b) Deputy Minister

The Deputy Minister of Municipal and Community Affairs (the Deputy Minister) is accountable to the Minister and responsible to the Minister for the administration of this Policy.

#### (2) Specific

##### (a) Minister

The Minister may:

- (i) approve changes to this Policy;
- (ii) approve grants or contributions according to the terms and conditions in this Policy; and
- (iii) delegate the authority to approve grants and contributions to the Deputy Minister.



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(b) Deputy Minister

The Deputy Minister has the following authority and accountability, which he or she may delegate to the Director responsible or to Regional Superintendents:

- (i) approve contributions to organizations or community governments for youth activities.

### 6. Provisions

(1) Application Process

- (a) Applications must be received six weeks in advance of the intended start date of the project. The application for funding must include budget estimates detailing all sources of revenues and expected expenses and project objectives.

(2) Eligibility

- (a) Approved projects held within the Northwest Territories may receive up to 75% of eligible expenses, to a maximum of \$5,000. Approved projects held outside the Northwest Territories may receive up to 50% of eligible expenses, to a maximum of \$4,000.

(b) Eligibility Criteria

The following criteria must be met:

- (i) Focus on activities and initiatives that create a long-term commitment to positive lifestyle choices for youth;
- (ii) Provide positive benefits to five (5) or more youth.

(c) Eligible Projects

The following projects are eligible for funding:





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- (i) Developmental activities of youth-serving organizations, including annual general meetings and conferences, and the development of plans for those organizations;
- (ii) Traditional Aboriginal cultural events;
- (iii) School-related extra-curricular activities and trips or youth trips sponsored by other organizations; and
- (iv) New and innovative projects to improve lifestyle choices for youth.

### (d) Eligible Expenses

Funding may be provided for the following: travel and costs incidental to travel, accommodation, meals, rental of meeting rooms and premises and communications, including advertising. Additional expenses may be approved in advance at the discretion of the Department of Municipal and Community Affairs.

### (e) Ineligible Expenses

The following expenses are not eligible:

- (i) Core operational funding for youth-serving organizations;
- (ii) Per diems, fees, wages or similar payments to program participants;
- (iii) Expenses related to the conduct of fundraising events.

## 7. Financial Resources

Financial resources required under this policy are conditional on approval of funds in the Main Estimates by the Legislative Assembly and there being a sufficient unencumbered balance in the appropriate activity for the fiscal year for which the funds would be required.



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### 8. Prerogative of the Minister

Nothing in this Policy shall in any way be construed to limit the prerogative of the Minister to make decisions or take actions respecting contributions. In this regard, the Minister may make an exception to this policy. Any exception will require substantiation in writing and must be recorded with the Department of Municipal and Community Affairs.

Caroline Cochrane  
Caroline Cochrane  
Minister

August 20, 2017  
Date