

UCC-SPC Community Development Fund



grant application and guidelines

a member-funding program of the
Ukrainian Canadian Congress - Saskatchewan Provincial Council
1219 8th Street East, Saskatoon, SK S7H 0S5
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UCC-SPC Community Development Fund

The Ukrainian Canadian Congress - Saskatchewan Provincial Council established the Community Development Fund (CDF) in 1994 as a member-funding program to enable groups, individuals and non-profit organizations to undertake projects/activities in support of the development of Saskatchewan's Ukrainian cultural identity, which meet community needs as well as UCC-SPC objectives.

CDF Objectives:

The goals of the CDF are:

- to assist the development of a strong and dynamic Ukrainian community in Saskatchewan;
- to raise the organizational expertise of Ukrainian groups and individuals in Saskatchewan;
- to encourage cooperation and contact between Ukrainian and non-Ukrainian organizations, groups and individuals within Saskatchewan and beyond;
- to ensure opportunities for cultural, educational and community growth of Saskatchewan's Ukrainian population; and,
- to raise the profile of Saskatchewan's Ukrainian community in the province and the world thereby showcasing its richness and dynamism.

Funding Criteria

The following criteria are considered when determining funding eligibility and grant amounts:

- i. does the project meet CDF and UCC-SPC objectives;
- ii. project's scope - local, regional, provincial, national, international;
- iii. does the project promote greater awareness of Saskatchewan's Ukrainian cultural identity;
- iv. number of eligible applications received;
- v. does applicant show community need and benefits for project;
- vi. degree of youth involvement in carrying out the project; and
- vii. Ukrainian focus of the initiative.

Community Development Fund grants are normally paid upon the successful completion of the project and with the submission of a final report, financial statement, UCC-SPC membership update form (where relevant) and photo. **IMPORTANT!** All reporting must be submitted within 6 months of the completion of the project/activity.

CDF recipients are required to acknowledge both Saskatchewan Lotteries and the Ukrainian Canadian Congress - Saskatchewan Provincial Council for the funding in project/activity promotional materials and reporting. Contact UCC-SPC for logos and guidelines. Failure to do so may affect future funding.

Eligible Applicants

The Community Development Fund accepts applications from:

- UCC-SPC member organizations;
- not-for-profit or community-based organizations (including ad hoc committees; multicultural and ethno-cultural organizations, associations or centres; non-governmental organizations; coalitions; umbrella organizations);
- public institutions*, and
- individual Saskatchewan citizens and landed immigrants.

**Public institutions are defined as organizations in the public or private sector that exert an important and prevalent influence on the general functioning of society (e.g. media, boards of education, schools, colleges and universities).*

Funding will **not** be provided to federal or provincial government departments and agencies, or foreign institutions and organizations or to individuals who are not landed immigrants, permanent residents, or Canadian citizens. Also projects that have already been completed are not eligible for funding.

UCC-SPC Community Development Funding Priorities

A. Ukrainian Arts, Culture and Heritage

Up to \$1500 is available to eligible activities under Category A including (see funding criteria):

1. Art shows, displays, exhibitions, workshops
2. Dance workshops, festivals, and competitions
3. Choral/music workshops, festivals, competitions
4. Drama, film workshops and festivals
5. Literary evenings, readings, workshops
6. Publications, radio and television programming
7. Genealogical, historical & heritage projects
8. Costume acquisition - *a max \$375 for costumes purchased in Ukraine or \$750 if made in Saskatchewan*

B. Ukrainian Education and Language

Eligible activities under Category B include:

1. Studying Ukrainian

Up to \$750 is available for community-based organizations/programs offering language courses - to receive full amount a minimum \$250 must be dedicated to the purchase of language resources.

2. Ukrainian Summer Camps

Up to \$750 is available for community-based organizations and not-for-profit camps offering Ukrainian language or cultural components – to receive full amount \$250 must be dedicated to the purchase of language or cultural educational resources.

3. Educational resource development and acquisition
4. Research

Up to \$750 is available to co-fund research projects related to the mandate and objectives of UCC-SPC

5. University Bursary Program

One-time bursaries of up to \$500 available to students completing 6 credits in a Ukrainian language course through a Saskatchewan university. Proof of successful completion required to receive bursary.

C. Community Development & Capacity Building

Up to \$750 is available for eligible activities under Category C. Funding is intended to increase service to or involvement of youth, seniors and/or immigrants including but not limited to:

1. Developing volunteer recruitment, retention and recognition programs
2. Board or executive development workshops
3. Professional skills development workshops
4. Effective committees
5. Developing effective organizational structures

D. Exchanges and Performance Tours

Eligible activities under Category D include:

Funding for in-Canada and international exchanges and performance tours is available up to \$1,000 for non travel-related expenses.

What is NOT eligible:

The CDF provides financial assistance for a wide array of projects involving a range of activities. **It does not**, however, fund:

- meals, social dances, or cultural activities that are not part of a larger project that addresses cultural preservation and development, (i.e. meals, dances, etc can be an accessory to a project but these activities cannot be the only activity within the project);
- activities that have already been completed before an application is made;
- profit-making activities for commercial gain;
- certain budget items: administrative costs, salaries and honoraria for principal officers of an applying organization; capital costs or expenditures; organizational deficits;
- regular annual general, executive or board meetings of an organization or association;
- travel expenses outside Saskatchewan or Canada.

Application Procedure

Applicants are encouraged to contact the UCC-SPC Executive Director (1.888.652.5850) prior to submitting their application in order to ensure the project proposal meets CDF guidelines. Application forms may be downloaded from the UCC-SPC web site at www.ucc.sk.ca.

Deadlines:

Applications must be post-marked no later than the date below:

March 1st, May 1st, September 1st, and Nov 1st

Applicants must submit 1 (one) fully completed and signed original application form and budget to UCC-SPC. Applicants will be notified within three weeks of the meeting at which the application was reviewed.

Submit application to:

**Ukrainian Canadian Congress - Saskatchewan Provincial Council
Community Development Fund**

1219 8th Street East
Saskatoon, SK S7H 0S5

For further information please call:
1.888.652.5850 or email uccspc@ucc.sk.ca.

The Community Development Fund is a member-funding program of the Ukrainian Canadian Congress - Saskatchewan Provincial Council with financial support through Saskatchewan Lotteries, SaskCulture's Multicultural Initiatives Fund, the UCC-SPC Live Free for a Year Lottery and your donations.



UCC-SPC COMMUNITY DEVELOPMENT FUND

GENERAL APPLICATION REQUIREMENTS



1. Applicant Information			
Applicant's Name (Organization, Individual, etc)			
Contact Name (if different from above)	Date	File Number (to be completed by UCC-SPC)	
Signature of Applicant *	Signature of Local UCC Branch President *	Date received (to be completed by UCC-SPC)	
Mailing Address	City/Town	Postal Code	
Home Phone	Work Phone	E-mail	
2. Organization Eligibility		Yes	No
Do you or your organization meet CDF eligibility requirements?			
Have you or your organization applied to the CDF in the past five years?			
Do you or your organization have outstanding Community Development Fund Grant follow-up reports?			
3. Project Description and Rationale			
Project Name:			
CDF Project Category:	Start Date (m/d/y)	End Date (m/d/y)	
Project Summary: Attach Project Description and Rationale (please refer to Funding Criteria)			
4. Budget:			
Attach completed Budget Form			
Total Cost of Proposed Activity \$		Amount Requested \$	
5. Participation:			
What is the total number of participants you expect (for classes/workshops, etc include instructors)? _____			
Please indicate the age group the percentage: _____ 16 and under _____ 17-30 _____ 31-45 _____ 46-64 _____ 65 +			
6. Agreement *			
By signing the above form, I certify that the information submitted for consideration is true and accurate to the best of my knowledge. I hereby make application to the UCC-SPC and declare that any funds received will be used only as described in our request. I agree to provide a final report suitable for publication in the UCC-SPC Visnyk no later than <i>SIX</i> months after the completion of the project. I also agree to provide a complete financial statement along with the above report. I understand that the Ukrainian Canadian Congress-Saskatchewan Provincial Council and SaskLotteries will be acknowledged as financial supporters of the project in all project reports, programs and promotions. I also understand that I or my designate may be requested to provide an oral report during the UCC-SPC Annual General Meeting.			
If there is no UCC branch in your region, you must provide the signature of an individual not affiliated with your organization or project who is able to verify your ability to complete the above project.			



UCC-SPC COMMUNITY DEVELOPMENT FUND

PROJECT GRANTS - BUDGET FORM



REVENUES	PROPOSED	PROJECT EXPENSE DETAILS	PROPOSED
UCC-SPC Community Development Fund			
Other Grants Confirmed			
Other Grants Requested			
Self Generated (Specify donations, corporate sponsorships, fundraising, fees)			
Organization Contribution			
Personal Contribution			
Other Revenues			
TOTAL REVENUES		TOTAL EXPENSES	

NOTE: The above is only an example of possible expenditures. If space is not adequate please use a separate sheet that conforms to this format.