



## Youth Engagement Projects Grant Guidelines

These guidelines are effective August 21, 2018 – previous versions no longer apply.

If you have questions after reviewing these guidelines, you can obtain more program information from the City of Chilliwack's Recreation and Culture Department. Please contact:

Ted Chu  
Community Coordinator  
604.793.2904  
[chu@chilliwack.com](mailto:chu@chilliwack.com)



## City of Chilliwack Neighbourhood Grant Program

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Great cities are built on the foundation of strong neighbourhoods. Since residents often know just what is needed to enhance the quality of life in their neighbourhoods, the Neighbourhood Grant Program has been developed to support residents and organizations that have small but powerful ideas that will bring people together and enhance neighbourhoods.

Through matching grants, the Chilliwack Neighbourhood Grant Program supports locally driven projects that are planned, implemented and managed by and for the neighbourhood. It encourages residents and local community groups to engage in projects that bring people together and make the community a vibrant and liveable place.

Residents can apply for amounts from \$150 to \$4,000, depending on the type of grant program stream selected.

These grants can support the planning, organizing, and implementation of neighbourhood projects. As this is a matching grant program, successful applicants must match their requested amount with contributions of volunteer labour and services, donated materials, and/or cash. For example, if an applicant applies for a \$200 grant, they need to show or contribute an equal amount through volunteer labour, supplies or cash.

## The Youth Engagement Projects (YEP) Grant

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Great ideas can come from community members of all ages. Youth have a unique perspective and ideas for how to enhance the neighbourhoods they live in.

The *Youth Engagement Projects Grant* is a matching grant of up to \$1,000 that empowers youth to engage in their community through neighbourhood-enhancing projects and events. As youth work together on their proposed projects, this grant will create the opportunity for them to build relationships and leadership skills, develop neighbourhood pride and have fun!

This grant stream supports youth ages 13-19 that have ideas to improve upon their neighbourhoods through matching funding, resource assistance, and staff mentorship/guidance. When a grant is approved, the applicants will work to coordinate and implement their project with support from City staff.

### What is my Neighbourhood?

'Neighbourhood' refers to the area around your home or any area you can demonstrate a strong connection to. Please contact the Recreation and Culture Department at 604.793.2904 if you have any questions about this.

### Funding Criteria and Eligibility

**Who is eligible?** Any youth living in Chilliwack who is between the ages of 13-19 and have ideas to enhance their neighbourhood may apply. Please note all applications require a minimum of either one adult sponsor aged 25 or older, or two adult co-sponsors between the ages of 20-24.

### What you need to know before you apply:

- Grants are available only to youth residing in Chilliwack and require a minimum of two youth from separate households within the neighbourhood to operate as a project working group.
- The project should occur within the applicant group's neighbourhood, or at minimum, the applicant group should have a strong connection to the neighbourhood of the proposed project.
- Contribution for matching funds can include cash, in kind volunteer hours and/or materials and equipment.

### All applications should:

- Describe the project and how it will impact neighbourhood quality of life.
- Enhance one or more of the drivers of neighbourhood attachment: aesthetics, leadership, safety, offerings or relationships.

### Grants shouldn't be used for:

- The purpose of private or commercial gain.
- Any project in contravention of City bylaws.
- Payment of applicants' operating expenses that are not directly related to the project for which the funding is being provided.
- Funding items that will be privately owned after the project is completed.
- Funding the purchase of any alcohol or tobacco related products.
- Support of ongoing programs or services.
- Payment of travel expenses.
- Fundraising activities.
- Retro-active expenses.

### Applications and Approvals

- The application intake period will be ongoing. Applications will be accepted on a first come, first served basis, depending on funding and staff availability.
- As each project is different and has unique needs/timelines, grant approval wait times will vary.
- Typically, Recreation and Culture staff will contact each applicant within seven business days to follow up on applications and provide more information on next steps and expected approval times.

## Need more information?

Contact the City's Recreation and Culture Department at 604.793.2904.

Grant applications are available online at [chilliwack.com/neighbourhoodgrants](http://chilliwack.com/neighbourhoodgrants).