

The Yukon Lottery Commission provides funding assistance in support of Yukoners living healthy, active lives engaged in, and having access to arts, sport and recreation. Revenue from the sale of lottery tickets supports Lotteries Yukon funding programs and Yukon government arts, sport and recreation programs.

OBJECTIVES

The Projects Fund is intended to sustain and contribute to the growth of arts, sport and recreation in Yukon by:

- increasing access and participation of all Yukon people in arts, sport and recreation activities;
- supporting individuals in developing their skills/abilities in arts, sport and/or recreation;
- enhancing community arts, sport and recreation infrastructure; and/or
- increasing organizational and community capacity in arts, sport and recreation.

FUNDING STREAMS

The Projects Fund consists of four (4) funding streams: Regular Intake, Opportunity Projects, Three-Year Plan and Strategic Partnerships.

Regular Intake and Opportunity Projects are application-driven:

Regular Intake: Organizations may submit one application at each intake.

- a. Small-Medium Projects – funding is available up to 90% of eligible project costs.
 - up to \$100,000 for equipment, minor construction and renovations; and
 - up to \$20,000 for festivals, events, productions and other projects.

Additional funds may be requested when projects bring arts, sport or recreation to Yukon rural communities and local community support is demonstrated.

- b. Large Projects – funding is available up to 80% of eligible project costs.

Applicants who wish to access funding for large projects must discuss their project idea with the Program/Policy Advisor or General Manager prior to application submission.

Priority will be given to projects that may benefit more than one non-profit.

Projects resulting in operating and maintenance costs after project completion must demonstrate financial viability.

Opportunity Projects: Organizations may submit one application per fiscal year.

Funding is available for projects that are low risk, simple to execute, small in dollar value and have not already been funded by Lotteries Yukon. Funding is available for up to 100% of eligible project costs to a maximum of \$7,500. Total project costs cannot exceed \$20,000.

Three-Year Plan and Strategic Partnerships recipients are identified by the Yukon Lottery Commission.

Three-Year Plan:

For the Yukon Lottery Commission to consider an organization to become and remain a Three-Year Plan recipient, the recipient and project must be assessed as low risk. The recipient must be an established, stable organization that has a proven record with Lotteries Yukon - project has been approved for at least two (2) consecutive years. The project must also be an established annual event that exhibits a high benefit to Yukoners and Yukon communities with a Lotteries Yukon ask of less than \$50k.

Strategic Partnerships:

Partnerships between the Yukon Lottery Commission and an external partner that has demonstrated success in delivering arts, sport and/or recreation activities across the territory. The organization must support other non-profits in the sector they serve, and the project must be transformative in terms of building capacity for the sector. An example of an organization identified by the Yukon Lottery Commission through the Strategic Partnership stream is Sport Yukon.

INTAKE DEADLINES AND FUNDING DECISIONS

Regular Intake: April 15 and October 15 of each year.

Applications must be received by 4:30 p.m. on the day of the Regular Intake deadline. If the Regular Intake deadline falls on a weekend or holiday, the deadline moves to 4:30 p.m. on the next business day.

Funding decisions are made approximately six (6) weeks after the intake date.

Opportunity Projects: Ongoing until budget is disbursed.

Applications must be received at least ten (10) business days before the project start date.

Funding decisions are made within 15 business days upon receipt of a complete application.

APPLICANT ELIGIBILITY

Eligible applicants are registered Yukon non-profit organizations that:

- have been registered and operating for a minimum of one (1) year and have held their first Annual General Meeting (AGM);
- are in compliance with the *Societies Act* as demonstrated by Yukon Corporate Online Registrar (YCOR);
- have no outstanding reports with Lotteries Yukon; and
- have no debts owing to the Yukon government.

Ineligible applicants include:

- individuals; and
- all levels of government.

PROJECT ELIGIBILITY

Eligible projects are those that support arts, sport or recreation in Yukon as defined below:

- *Recreation* – active living; inclusion and access for populations that face constraints to participation; provision of supportive physical and social environments; connecting people and nature; and building recreation capacity.
- *Arts* – performing, visual and literary arts where Yukoners and Yukon communities are engaged.
- *Sport* – amateur level sports and physical fitness activities.

Ineligible projects include:

- projects where funding is normally the responsibility of another entity or government, and/or that provide direct benefit to government; and
- projects or programs offered to students during school hours.

INELIGIBLE EXPENSES

Ineligible expenses include:

- activities that relate to services mandated by governments;
- project costs incurred prior to the application deadline;
- activities associated with the sale of art, including but not limited to freely distributed or saleable book and magazine publishing;
- hosting events where there are no Yukon participants;
- accommodation, food (including per diems) or beverages;
- costs for Yukon residents to travel outside of Yukon;
- prizes, trophies and medals*;
- development of or improvements to private land or private buildings/structures;
- fundraising activities and expenses;
- items intended for personal use such as t-shirts;
- wages that are normally paid by the organization;

- operating and maintenance costs related to the core operation of an organization, such as computers, office equipment, rent, internet, insurance, etc.; and
- project management or coordination expenses of more than \$20,000.

*Prizes – where a project has prizes, the prize value must be disclosed in the budget and will not be considered in the total project costs when calculating the percentage of eligible funding.

APPLICATION REQUIREMENTS

All applications must include:

- complete application form and all supporting documentation;
- a motion from the board supporting the project;
- proof of ownership or authority to use land, building or site for project (lease agreements, permits, etc.);
- the applicant's rental policy for all equipment purchased with the intent to rent. Applicants must demonstrate how the rental of equipment will remove barriers and increase participation in arts, sport or recreation;
- quotes or a breakdown of costs to substantiate budget items over \$1,000 (per item);
- project budget (using Lotteries Yukon Excel form); and
- funding recognition plan.

In addition, Regular Intake applications must include:

- two quotes for budget items over \$5,000 (per item). If two quotes are not practical, provide a rationale;
- quotes or a breakdown of tasks/hours to substantiate in-kind contributions. Refer to the in-kind contribution tab in the Financial Reports Form for details;
- proof of insurance may be required for high-priced equipment purchase;
- an Operating, Maintenance and Disposal Plan for equipment purchases over \$10,000 outlining maintenance, frequency and person responsible; and
- for projects over \$100,000, demonstration of leveraging or attempting to leverage other sources of funding.

CONTACT INFORMATION

Applicants are encouraged to contact Lotteries Yukon to discuss their project before applying. Guidelines and application forms are available on the Lotteries Yukon website or at the Lotteries Yukon office.

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