

NGO Training Fund – Application Form

The NGOTf is a program offered by Yukon Education - Labour Market Programs and Services and administered by Volunteer Bénévoles Yukon (VBY). All funding proposals are reviewed by the NGOTf Allocation Committee. Please read the [NGOTf Guidelines](#) before completing the Application Form. Applicants must submit a typed proposal.

Applicant Information

Name of organisation:			
What is your organisation's sector category? (Ex. health, tourism, etc.)			
Contact person:			
Position:			
Phone:		Email:	
Mailing address:			
Fax:			

Signature:		Date (DD/MM/YYYY):	
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Are you developing this proposal in partnership with another organisation?

No Yes

Name of partner organisation(s):	
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Project Information

Name of project:	
Type of training activity:	
Training location:	
Start & end date:	
Total project cost:	
Organisation contribution:	
NGOTf amount requested:	

I **understand** that the information contained in the NGOTf application package and supporting documents, such as the NGOTf Application Form and the project budget, may be shared with the Government of Yukon.

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Project Proposal

Briefly, describe your project proposal including the organisation’s needs/issues, the proposed training activity and the intended objective:

Participants

Expected number of individuals participating in the training: _____

Number of board members: _____

Number of staff: _____

Number of volunteers: _____

Will this training be open to members of the public? Yes No

Training Activities

Explain how the proposed training activity relates to the organisation’s needs or issues:

Expected Results

Explain the expected results including outputs (video, written material, etc.) and outcomes (changes, benefits) for your organisation and the community:

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How will the success of the training be measured?

How does the organisation plan to maintain/sustain the benefits resulting from the training activity?

Budget

Are you requesting travel costs? Yes No

Please provide a rationale for requesting travel costs:

Project Documentation

NGO's BUDGET APPLICATION FORM:

Yes attached

AT LEAST ONE QUOTE FROM TRAINING CONSULTANTS:

Yes attached

CERTIFICATE OF GOOD STANDING:

Yes attached

Proposal Submission

By Email executivedirector@volunteeryukon.ca

By Fax 867-456-4302

By Mail Volunteer Bénévoles Yukon
PO Box 31107
Whitehorse Y1A 5P7

In Person 305 Wood Street, Whitehorse

