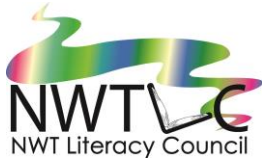


## Application for Family Literacy Funding 2021- 2022

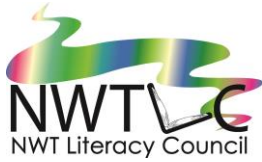
### Criteria for *Family Literacy* project funding

- ✓ Your project must benefit children aged 0-6 years old along with parents and/or other adults in their life.
- ✓ Your project must be managed or delivered by someone that has taken Family Literacy training from the NWT Literacy Council.
- ✓ Your application will be assessed on one of the following dates:
  - June 30, 2021
  - October 15, 2021
  - December 1, 2021
  - All applications must be received before the assessment date to be considered in that quarter.
- ✓ Projects must be completed by March 31, 2022.
- ✓ Organizations who have facilitated Family Literacy programming for 5 or more years may apply for up to \$5000. A total of 8 projects will be funded with \$5000.
- ✓ All other organizations may apply for up to \$3000.
- ✓ As COVID-19 restrictions ease, your program must adhere to the current spacing and capacity restrictions within [Emerging Wisely 2021: Step by Step Together](#) or use a virtual platform.
- ✓ We cannot make project cheques out to individuals, so you must work with an established organization that will take responsibility for handling the project funds.



## Application for Family Literacy Funding 2021- 2022

- ✓ This organization will also be responsible for adhering to current *Emerging Wisely 2021: Step by Step Together* regulations. A representative with signing authority will need to sign a COVID-19 program waiver before the organization will receive funding.
- ✓ Funding recipients must acknowledge the NWT Literacy Council in promotional items such as posters and social media posts. NWT Literacy Council logo images may be requested.
- ✓ At the end of your project, you must complete the *Family Literacy Project Funding* report form and submit it to the NWTLC by April 15, 2022.
- ✓ We ask that you send us at least one photo of your project activities. These photos will be used in NWTLC reporting, and may be used in resources, on our website and social media. Please make sure that everyone in the photo has given you permission to share it with the NWTLC. Permission forms are included in the *NWTLC Community Literacy Facilitators' Guide*.
- ✓ You may be contacted by NWTLC's external evaluator to participate in annual and/or three-year evaluations. These evaluations are very important for NWTLC to improve programs and continue seeking funds and require feedback from all facilitators.



## Application for Family Literacy Funding 2021- 2022

In addition to funding, organizations may request the following items for their Family Literacy programs:

### *Science Fun:*

- Child-sized lab coats
- Child-sized safety goggles
- Books

### *Little Chefs*

- Child-sized aprons (red or blue)
- Books

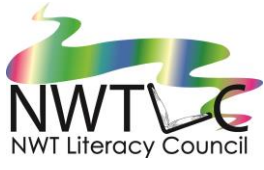
### *Story Time Adventures*

- Books

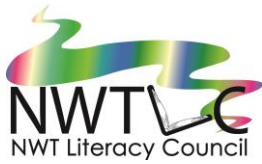
For books for all three programs, please visit the inventory to see what is available at the time of your request. Each organization may request up to 60 books total. For example:

- if you plan to offer the program to 10 families, you may request 6 different titles,
- if you plan to offer more than one program, you could request 2 books from one program for 15 families and 3 from another for 10 families.

Book inventory: [https://docs.google.com/spreadsheets/d/1-0QFJMBj5\\_1GaFB1e2gV7O3OPpOXbDYn-XacQhjNgk/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1-0QFJMBj5_1GaFB1e2gV7O3OPpOXbDYn-XacQhjNgk/edit?usp=sharing)

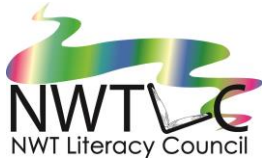


# Application for Family Literacy Funding 2021- 2022



## Application for Family Literacy Funding 2021- 2022

Name and Address	
Today's date: <a href="#">Click here to enter a date.</a> Name of organization to whom the cheque should be made out: <a href="#">Click here to enter text.</a>	Who is managing the program? <a href="#">Click here to enter text.</a> Who is delivering the program? <a href="#">Click here to enter text.</a>
Mailing address: <a href="#">Click here to enter text.</a>	Phone: <a href="#">Click here to enter text.</a>  Fax: <a href="#">Click here to enter text.</a>  E-mail: <a href="#">Click here to enter text.</a>
<p><i>If your funding is approved, you will receive your funding letter and cheque at the mailing address above. However, if you would like to receive the rest of your paperwork (report form and evaluation how-to-kit) by email, please check the box below:</i></p> <p style="text-align: center;"><input type="checkbox"/> I want to receive my report form and evaluation how-to-kit by email.</p>	
Name of person with family literacy training: <a href="#">Click here to enter text.</a>  How will this person be involved with the project? <a href="#">Click here to enter text.</a>	
Where were they trained? <a href="#">Click here to enter text.</a>	When? <a href="#">Click here to enter text.</a>
Information about your project	
Program dates - if known. <b>Programs must be completed by March 31, 2022.</b> <a href="#">Click here to enter text.</a>	
Number of weeks: <a href="#">Click here to enter text.</a>	Number of hours per week: <a href="#">Click here to enter text.</a>
Program location in the community (i.e. Friendship Centre, daycare): <a href="#">Click here to enter text.</a>	
Maximum number of participants: Adults: <a href="#">Click here to enter text.</a> Children: <a href="#">Click here to enter text.</a>	



## Application for Family Literacy Funding 2021- 2022

Which children/ families will benefit from this project? Please check all the boxes that apply.

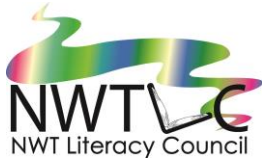
Children/ Parents of children:

- 0-2 years  2-4 years  4-6 years  all the children in the community

What kind of family literacy project will this be? Please check all the boxes that apply.

- |  |   |
|--|---|
| <input type="checkbox"/> 1-2-3 Rhyme with Me | <input type="checkbox"/> Storytime Adventures |
| <input type="checkbox"/> Books in the Home   | <input type="checkbox"/> Little Chefs         |
| <input type="checkbox"/> Storysacks          | <input type="checkbox"/> Science Fun          |

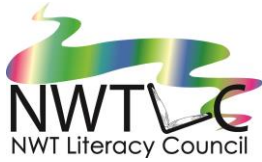
Other: [Click here to enter text.](#)



## Application for Family Literacy Funding 2021- 2022

Please briefly describe your project.

Please describe how you will adhere to current spacing and capacity restrictions found in [\*Emerging Wisely 2021: Step by Step Together\*](#). See the [\*Community Literacy Facilitators' Guide\*](#) resource for ideas.



## Application for Family Literacy Funding 2021- 2022

### Your partners

Please list your partners and what they will do for the project.  
I.e. Daycare – will donate space for the program.  
[Click here to enter text.](#)

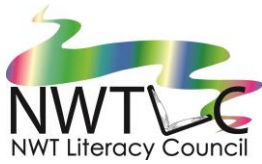
### Submit your application

If you need help with your application or have any questions, please contact us by phone, fax or E-mail. Return your form to:

NWT Literacy Council  
Box 761  
Yellowknife, NWT  
X1A 2N6

Phone: 1-867-873-9262  
Toll free: 1-866-599-6758  
Fax: 1-867-873-2176  
E-mail: [katie@nwtliteracy.ca](mailto:katie@nwtliteracy.ca)

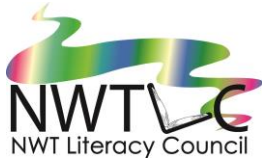




## Application for Family Literacy Funding 2021- 2022

Here is an **example budget** for a 6 week 1-2-3 Rhyme with Me Program

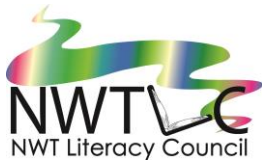
	<b>Total</b>	<b>In Kind</b>	<b>Request</b>
<b>Space</b>			
The location of your program should be free or available for a small donation	400.00	400.00	
<b>2 facilitators x \$200.00 each (Your facilitators may be volunteers, or their salaries may be covered by another program)</b>			
	400.00		400.00
<b>COVID-19 costs: hand sanitizer, gas for delivering kits, masks, online platform costs, internet for participants etc.</b>			
	180.00		180.00
<b>Client Transportation - taxis (This may not be necessary if your agency has transportation available, if the participants do not need it or if you do a virtual program).</b>			
	200.00		200.00
<b>Craft supplies – \$20 per week x 6 weeks</b>			
	120.00		120.00
<b>Photocopying of rhymes, flyers, poster and pamphlets</b>			
	180.00	180.00	
<b>New Program Costs</b>			
A new program takes extra time to organize. It's important to allow for this cost. (Approx. \$300 - \$500)	300.00		300.00
<b>Total</b>	<b>\$1780</b>	<b>\$580</b>	<b>\$1200</b>



## Application for Family Literacy Funding 2021- 2022

Please fill in **ONE** of the following budget forms: The one on this page or the one on page 10.

Budget	Total	In Kind	Request
<b>Space</b>			
<b>Salaries and Honoraria</b>			
<b>Materials and Supplies</b>			
<b>Other Costs (please list)</b>			
<b>COVID-19 costs:</b>			
<b>Total</b>			



## Application for Family Literacy Funding 2021- 2022

Budget	Total	In Kind	Request
<b>Space:</b>			
\$ _____ per week x _____ weeks			
<b>Salaries and Honoraria:</b>			
<b>Program planning, preparation and delivery:</b> Number of facilitators x \$ ____ /hour x ____ weeks			
<b>Supplies and Refreshments:</b>			
<b>Snacks:</b> coffee juice, snacks, cups, etc. \$ _____ per week x _____ weeks			
<b>Client Transportation</b> (taxis) \$ _____ per week x _____ weeks			
<b>Childcare</b> \$ _____ per week x _____ weeks			
<b>Photocopying</b> of program materials \$ _____ per week x _____ weeks			
<b>Materials:</b> purchase of books etc. _____ books x _____ participants x \$ _____/ book			
<b>Advertising:</b> flyers, pamphlets, etc. _____ sets of pamphlets x \$ _____/ set _____ flyers x \$ _____ /flyer			
<b>Supplies:</b> craft supplies etc. ____ x \$ _____ ____ x \$ _____ ____ x \$ _____			
<b>Other Costs (please list)</b>			
<b>COVID-19 costs:</b>			
<b>Total</b>			

