NICOLE EDWARDS LEADERSHIP FUND

FUNDING GUIDELINES

1. ABOUT THE FUND

Everything we do at BYTE is about creating opportunities for Northern youth to lead. We want young people to develop the strengths and skills they need to live happy, healthy, and meaningful lives, while ensuring their voices are heard in their communities. With this vision in mind, we launched the BYTE Leadership Fund in 2018 to celebrate our 20th anniversary.

In 2021, we renamed the fund to the Nicole Edwards Leadership Fund to honor the legacy of our founder, Nicole Edwards. This change allows us to directly support Yukon youth as they explore their passions, learn new skills, and grow into leaders in their own unique ways.

Since the fund's launch in 2018, and thanks to generous donations each year, we've awarded a total of $49,380 to provide valuable experiences and opportunities for Northern youth.

A maximum of $12,500 will be awarded annually, with funds distributed by March 31.

The Nicole Edwards Leadership Fund is funded and administered by BYTE – Empowering Youth Society. Applications are reviewed by a committee and are assessed based on eligibility, merit, and the ability to meet the fund's criteria.

2. PURPOSE OF THE NICOLE EDWARDS LEADERSHIP FUND

The Nicole Edwards Leadership Fund is available for youth who need support attending or participating in any opportunity they think will build their leadership skills and contribute to the community . The fund aims to connect young people 25 and under with experiences and resources to help develop their passions, gifts and identity.

3. WHO CAN APPLY?

Applicants may be any of the following:

- Young people 25 and under who have their main residence and live at least 10 months a year in areas currently served by BYTE (the Yukon, Mackenzie Delta Region, NWT; and Atlin, BC)
- While we welcome all applicants, given the context in which BYTE works, preference will be given to applicants from rural communities and/or Indigenous and marginalized youth.

4. HOW MUCH CAN YOU APPLY FOR?

Applicants can apply for a maximum of $1,500 per year (April 1 - March 31).
Funds are distributed on a first come, first serve basis up to a maximum of $12,500 for the year.

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Applications are reviewed once a month by the committee, if your opportunity is time sensitive, please do not hesitate to reach out to ed@yukonyouth.com or 867.667.7975.

5. WHAT CAN YOU APPLY FOR?

- Transportation
- Accommodation
- Per Diems ($85/day/person or $20 for breakfast, $30 for lunch and $35 for dinner) *Per diem rate only available when food not available through event or conference
- Personal development course and/or conference registration fees, membership fees
- Materials and equipment needed to participate (such as camping equipment, camera, school supplies (excluding tuition fees for degree program), and other eligible materials at the discretion of the fund committee)
- Where possible all expenses will be paid and purchased directly by BYTE or must be confirmed through copies of actual paid receipts. Please note that 10% of the amount awarded will be held back and paid upon receiving your final report.

6. WHAT CAN YOU NOT APPLY FOR?

Applications that include costs, expenses, or content that has been or will be funded by any other source(s) are not allowed. If funding has been or will be provided by another source, the Nicole Edwards Leadership Fund will only cover any remaining and legitimate costs that are submitted in an application. Expenses that are not in alignment with the purpose of this grant will not be funded. Tuition and costs associated with a diploma or degree program will not be accepted.

7. EVALUATION OF APPLICATIONS

Applications will be accepted at any time, but will only be assessed monthly. Dates may vary so applicants are encouraged to contact the BYTE office if they have questions. Applicants are encouraged to plan ahead and apply early, at least one month prior to the activity or event they plan to participate in. All applicants will be treated equally and evaluated on merit.

Criteria for evaluation will include:

- The significance of the activity to the applicant;
- Evidence of the applicant's high degree of commitment to the activity;
- The opportunity provides excellent opportunity for youth to lead, develop identity and contribute to build their community
- Complete budget breakdown including all costs.

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The Review Committee:

- Will have the primary responsibility of selecting successful applications and evaluating final reports;
- Will be comprised of BYTE staff and Board members;
- Will report the activities of the fund to its Board of Directors.

8. FINANCE AND REPORTING

- Approved funding represents the maximum amount based on the budget submitted, but final payment will depend on the actual project cost, as per submitted receipts.
- BYTE will hold back 10% of the approved funding until a final report is received. The deadline for the final report is March 1; however, youth may submit their report any time after their activity has taken place or purchases have been made.

9. HOW TO APPLY

Read these guidelines thoroughly and be sure to contact the Executive Director at BYTE to discuss any questions you may have. We can also assist with filling out the application.

Please submit the following:

- A completed application form including cost breakdown

Upon approval of funding, we will require:

- Receipts or invoices, either to be paid directly through BYTE or reimbursed to the youth

For Questions Please Contact:

Casey Albert, Executive Director
BYTE – Empowering Youth Society
ed@yukonyouth.com
867-667-7975