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# Literacy for Life Grants Program

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*Community programs*

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Applications are also available to be downloaded  
from The Winnipeg Foundation's web site at [www.wpgfdn.org](http://www.wpgfdn.org)

## **Supporting Family Literacy**

Established in 1921, The Winnipeg Foundation is Canada's first community foundation. Last year The Foundation made more than \$16 million in grants to a wide range of community projects in areas such as arts & culture, the environment, recreation, health and community services.

Family literacy is generally understood as a holistic approach that recognizes the importance of the family in the development of individual literacy skills and the importance of literacy skills to the well-being of the family. Family literacy is learner-centred and as a result, involves a wide variety of programming options that address the literacy needs of adults (parents and caregivers) while explicitly planning literacy-related outcomes for children for an intergenerational benefit.

The Foundation has a particular interest in family literacy and its connection with the future health of our community.

## **The Literacy for Life Fund**

Through the Literacy for Life Fund, the Foundation is helping support existing and innovative family literacy programming throughout the province. The Literacy for Life Fund is a joint initiative of: The Winnipeg Foundation, Literacy Partners of Manitoba and The Winnipeg Public Library. The Fund has received strong support from the Province of Manitoba and received initial endowment-building support from the National Literacy Secretariat.

## **Application Process & Eligibility**

Local community organizations, with federal registered charity numbers, are invited to apply to the Literacy for Life Fund for funding of up to \$3,000 for family literacy projects (ie, projects that address the literacy needs of adults and children for intergenerational benefit).

Eligible projects include, but are not limited to: purchase of books or videos, educational toys, guest speakers, literacy advisors, book-making materials, participant supports, child-minding reimbursement, professional development, reimbursement of support costs, publicity and recruitment materials, volunteer recognition, evaluation and other professional supports.

The Literacy for Life Fund will not support programs that would otherwise be funded by a school or government agency.

Organizations that have already received a Literacy for Life grant are eligible to apply for additional projects one year after their previous application has been approved, and after all required reporting has been completed. Receiving a Literacy for Life grant does not preclude an organization from applying to The Winnipeg Foundation, through its regular grants procedure, for another project.

## **Grant review process**

There are three grant application deadlines per year. Applicants will be notified of their grant status approximately one month following the deadline.

**April 1st** (please apply by this date for summer programs)

**June 1st** (please apply by this date for fall programs)

**October 1st** (please apply by this date for winter programs)

**January 2nd** (please apply by this date for spring programs)

## Part A: Organization Information

Organization \_\_\_\_\_

Address \_\_\_\_\_ City/Town \_\_\_\_\_

Postal Code \_\_\_\_\_ Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

Federal Registered Charity Number \_\_\_\_\_

Project Name \_\_\_\_\_

Amount of grant request  (Maximum \$3,000)

Previously received a Literacy for Life grant  yes  no

(If yes, when was your most recent grant? \_\_\_\_\_)

## Part B: Organization Background

Our organization:  has experience running family literacy programs  
 would like to run a program for the first time

Literacy for Life Fund grants support family literacy programs with an intergenerational focus. Please describe ways you will involve parents or caregivers as well as children in your program.

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Do you have a staff member or volunteer who has taken any of the following best practice training sessions: (please check off applicable training)

- |   |  |
|---|--|
| <input type="radio"/> Foundational Training in Family Literacy (summer 2002 or later) | <input type="radio"/> Book Bridges                           |
| <input type="radio"/> Mother Goose Parent and Child                                   | <input type="radio"/> Rock and Read with Bookmates           |
| <input type="radio"/> Storysacks training (with LPM or Bookmates)                     | <input type="radio"/> Literacy and Parenting Skills training |
| <input type="radio"/> Adult Learning and Literacy Family Literacy P.D. sessions       | <input type="radio"/> Playgroup Partners                     |

Name of trained person affiliated with your program: \_\_\_\_\_

Please describe any other training in family literacy not listed above

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Please advise us if your organization has received funding from:

- |   |  |
|---|--|
| <input type="radio"/> Healthy Child Manitoba      | <input type="radio"/> Regional Health Authority partnerships |
| <input type="radio"/> Family Services and Housing | <input type="radio"/> Other _____                            |
| <input type="radio"/> Adult Learning and Literacy |  |

**OVER**

## Part C: Project Information

**Project summary** (50 words or less) May be filled in below or provided on separate sheet.

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**Project start date** \_\_\_\_\_ **End date** \_\_\_\_\_

### Attachments (Required)

- Project Description** (No more than two pages. Please describe the project, citing evidence of need and partners involved. Include project costs, target group, projected number of participants, timeline and impact. If this request is part of a larger project or budget, please tell us what contributions your organization will make, including in-kind, staff time, facilities, etc.)
- Budget** (use attached form)

### Signatures (Required)

- Organization's Board Chairperson (name) \_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_
- Family Literacy Provincial Co-ordinator, Judy Baker\*  
Signature \_\_\_\_\_ Date \_\_\_\_\_

**PLEASE NOTE:** Before you submit this application, contact Judy Baker, Provincial Literacy Coordinator, who is consulting on this project. Please call her at 945-8142 to discuss your project and request her signature.

**Please complete both sides of this application form and send it, with attachments to:**

**Literacy For Life Fund  
The Winnipeg Foundation  
1350 One Lombard Place  
Winnipeg, MB R3B 0X3**

For more information, contact:

Kerry Ryan, Communications Officer, The Winnipeg Foundation  
phone: (204) 944-9474, e-mail [kryan@wpgfdn.org](mailto:kryan@wpgfdn.org)

Name of organization \_\_\_\_\_

**Literacy for Life Project Budget**

*Please follow this format for submitting your budget.*

*You may use this form or create one that better suits the needs of your project.*

<i>Item</i>	<i>Cost</i>
Supplies (please specify)	
_____	_____
_____	_____
_____	_____
Photocopying/Office expenses	_____
Administration	_____
Wages/Honoraria (please break down by employee)	
_____	_____
_____	_____
_____	_____
Refreshments	_____
Child minding	_____
Teacher training/professional development (please specify)	
_____	_____
Other (please specify)	
_____	_____
_____	_____
_____	_____
	<b>Total</b> _____

***Please note the following costs are ineligible for funding under the Literacy for Life program:***  
*rent, renovations, contributions to major capital campaigns,*  
*and programs that would normally be funded by a school or government agency.*