

Youth in Philanthropy

Timeline 2019-2020

September 2019

- Recruit new members, establish committee, decide on meeting structure and schedule
- Nominate/elect chair(s) and other committee member roles
- Follow up with 2018-19 grant recipients
- Sign up for a workshop

Important Dates

- September 9 Deadline to confirm committee participation
- September 11 Vital Conversation
- September 13 Deadline to submit beginning of the year package and sign up for workshop
- September 15 Payment of admin grants
- September 17 YiP workshops begin
- September 18 Advisors meeting; 5 p.m.; The Winnipeg Foundation; Richardson Building - 13th floor
- September 24 Advisors meeting; 5:30 p.m.; The Winnipeg Foundation; Richardson Building - 13th floor

October 2019

- Attend Fall conference

Important Dates

- October 1 1st YiP Leadership meeting; 5 p.m.; Richardson Conference Centre, Richardson Building - Concourse, Salon A & B
- October 18 YiP Conference; Radisson

November 2019

- Complete interim report: including Cause, mission statement, photo
- Make a list of organizations you want to visit
- Write down each organization's charitable number by searching Manitoba 211, make sure they are registered using the [Canada Revenue Agency \(CRA\)](#) online list
- Contact the organization or The Winnipeg Foundation, if it is not listed on the CRA website
- Enter list of organizations and charitable number in Google Spreadsheet
- Once you receive confirmation from The Winnipeg Foundation, contact organizations to schedule site visits
- Start developing site visit questions
- Begin site visits

Important Dates

- November 8 Deadline to enter list of organizations to visit in Google Spreadsheet and submit Interim report
- November 15 National Philanthropy Day – Take action for the environment!
- November 15 Last day for workshops
- November 20 Receive confirmation about site visits
- November 20 Begin Site visits

December 2019

- Optional: Second in-school workshop by The Winnipeg Foundation
- Site visits

January 2019

- Optional: Second in-school workshop by The Winnipeg Foundation
- Site visits continue

Important Dates

January	Second in-school visits (optional)
January 6	Applications for Walking Together, youth reconciliation grants, opens
January 15	Last day of 2nd The Winnipeg Foundation in-school workshops
January 16	2nd YiP Leadership meeting, 5 p.m., The Richardson Building - Concourse, Salon A & B

February 2019

- Continue going on site visits
- Send a thank you letter or email to all organizations visited

Important Dates

February 13	Opportunity to attend Fast Pitch Semi Final; 6:30 p.m.; Cercle Molière
February 26	Opportunity to attend Fast Pitch Showcase; 7 p.m.; Metropolitan Theatre

March 2019

- Finish site visits continue
- Share site visit reports with committee and make granting decisions
- Send a thank you letter or email to all organizations visited, if your committee has not yet
- Complete all granting decisions online

Important Dates

March 2	Applications to be a SIP intern opens (online)
March 3	3rd YiP Leadership meeting; 5p.m.; The Richardson Building - Concourse, Salon A & B
March 8	Deadline to complete site visits
March 13	Online grant recommendations and final reports due
March 30	Spring Break

April 2019

- After grants have been confirmed by The Winnipeg Foundation, formally notify grant recipients and grant declines
- Send out invites to grant recipients for the YiP Spring Celebration

Important Dates

April 8	Deadline to invite grantees to YiP Spring Celebration and notify declines
April 10	Deadline to pay YiP grants
April 10	Applications to be a SIP intern close
April 16	4th YiP Leadership Meeting; 5p.m.; The Richardson Building - Concourse, Salon A & B
April 17	Spring Volunteer Activity – Action for the Environment



May 2019

- Submit financial report and unused admin grant funds back to The Winnipeg Foundation

Important Dates

- May 17 Applications for Walking Together, youth reconciliation grants, close
- May 21 YiP Spring Celebration/Pitch Party
- May 24 Financial reports, unused administrative grant money and evaluations due

June 2019

- June 28 YiP administrative grants ended

July 2019

- July 3 SIP breakfast/internships start

August 2019

- August 27 SIP ends
- August 15 Walking Together, youth reconciliation grants, paid for projects starting in September

