

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 - 13 th floor
September 24	Advisors meeting; 5:30 p.m.; The Winnipeg Foundation; Richardson Building - 13 th 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 15	Deadline to enter list of organizations to visit in Google Spreadsheet and submit Interim report
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- November 15 National Philanthropy Day – Take action for the environment!
- November 15 Last day for workshops
- November 29 Receive confirmation about site visits

December 2019

December 2 Begin Site visits

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

January 2020

- Optional: Second in-school workshop by The Winnipeg Foundation
- Site visits continue
- Start submitting grant recommendations online

Important Dates

- January Second in-school visits (optional)
- January 6 Applications for Walking Together, youth reconciliation grants, opens
- January 16 2nd YiP Leadership meeting, 5 p.m., The Richardson Building - Concourse, Salon A & B
- January 31 Non-Instructional Day - Winter Volunteer Activity; 1:00 – 2:30pm; Green Action Centre
- January 31 YiP grants open online

February 2020

- 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 2020

- Finish site visits
- 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 recommendations 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 2020

- Receive grants confirmation from The Winnipeg Foundation mid-end of April
- After confirmation, formally notify grant recipients and grant declines; send out invites to grant recipients for the YiP Spring Celebration

Important Dates

April 10	Applications to be a SiP intern close
April 15	Applications for Walking Together, youth reconciliation grants, close
April 16	4th YiP Leadership Meeting; 5p.m.; The Richardson Building - Concourse, Salon A & B
April 30	Deadline to invite grantees to YiP Spring Celebration and notify declines

May 2020

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

Important Dates

May 4	Non-instructional Day - Spring Volunteer Activity
May 19	RSVP deadline for the Spring Celebration
May 21	YiP Spring Celebration!
May 22	SiP intern applicants receive notification of their application status
May 25	Financial reports, unused administrative grant money and evaluations due

June 2020

Important Dates

June 29	YiP administrative grants endowed
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July 2020

Important Dates

July 2	SIP breakfast/internships start
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August 2020

Important Dates

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

