

Emerging Leaders' Fellowship (ELF) Policies and Guidelines

The Emerging Leaders' Fellowship (ELF) awards fellowships of up to \$10,000 for post-secondary students and young professionals to work in partnership with a local registered charitable organization and implement a project of the Fellow's own design. Grants are awarded to the organization and distributed based on a contractual agreement reached between the Fellow and the partner organization.

Applications will be considered for project proposals that demonstrate the following:

- a keen interest in the charitable sector;
- a project design plan that is clear, measurable, and achievable within the specified timeframe;
- a solid understanding of community need in the area the applicant intends to work, and of the potential partner agency's mission, goals, current programs/resources, and organizational structure;
- benefits to the partner organization, to others in community, and to the applicant's academic/career development.

Grant Policies

- Only registered charities are eligible for an ELF grant (in partnership with a Fellow).
- Receiving an ELF grant does not preclude an organization from applying for a Community or Special Programs Grant in the same calendar year, but it must be for a different project.
- Projects must primarily benefit the citizens of Winnipeg.
- Projects must be completed within one year of the grant date.
- Sponsorship applications will not be considered.

Grant Guidelines

To be considered for ELF, Fellow applicants must:

- Choose an agency that is a registered charitable organization, and design a project that benefits the citizens of Winnipeg.
- Meet with staff from the organization prior to application submission to discuss the project proposal.
 - It is essential to gain the organization's insights and approval on the proposal, and to enhance understanding of the organization's daily operations and needs.

- Be a post-secondary student or young professional with an interest in a career in the local charitable sector.
- Be a Canadian citizen or permanent resident.
- Declare any affiliation with the proposed organization.
 - Applicants working with an organization prior to proposal submission will only be considered if in a part-time, contract, or volunteer-related context.
- Group projects will only be considered if all applicants meet the required policies and guidelines.

Eligible Project Costs

- Honorariums
- Research
- Resource development and materials
- Promotions
- Administration

After the Grant is Awarded

- If successful in the application process, the organization and Fellow are responsible for reaching a contractual agreement on the expenditure of funds to cover the Fellow's honorarium and project costs.
- Changes to the timeline and project budget, within the scope of the original grant amount, must be approved by Foundation staff.
- An interim report must be submitted at the mid-way point of the project, followed by a meeting with Foundation staff.
- A final report must be submitted within three months of completion of the project, followed by a meeting with Foundation staff.

Applications are due by 4:30 p.m. on the application date and will be accepted online only through The Winnipeg Foundation website, wpgfdn.org. At this time, applications are received once per year in May for decision in July, reviewed by Foundation staff, approved by the Director of Grants, and reported to the Strategic Initiatives committee. Grantees are notified by e-mail of the Foundation's decision.

