

Youth in Philanthropy 2022-2023 Timeline

September 2022

Early September

- Welcome back! 😊

Mid September

- Recruit new members, establish committee, decide on meeting structure and schedule
- Elect chair(s), Youth Reps and other committee leadership roles

Late September

- Receive \$500 admin grant from The Winnipeg Foundation
- Sign up for an in-school workshop through the [YiP In-school workshop signup form](#)

Important Dates

September 6	School re-opens
September 7	First day of classes
September 19	Non-instructional day
September 16	Deadline to confirm YiP committee participation
September 27	YiP in-school workshop begins
September 28	Staff Advisors meeting - 5pm on Zoom
September 30	National Day for Truth and Reconciliation

October 2022

Early October

- Recruit new members, establish committee, decide on meeting structure and schedule
- Elect chair(s), Youth Reps and other committee leadership roles

Mid October

- Attend Fall Conference

Late October

- In-school workshops continue

Important Dates

October 7	Deadline to submit YiP Leadership Contact Information
October 7	Deadline to sign up for a YiP In-School Workshop
October 10	Thanksgiving Day
October 12	1st Youth Reps meeting – 5pm at The Winnipeg Foundation
October 19	YiP Conference: 8:30am – 12:00pm at The Radisson Hotel
October 21	Non-Instructional Day

November 2022

Early November

- In-school workshops continue

Late November

- Make a list of organizations you want to visit or interview
- Write down each organization's charitable number, ensuring they are registered through [Canada Revenue Agency \(CRA\)](#)
- Contact the organization or The Winnipeg Foundation if it is not listed on the CRA website
- Enter list of organizations and charitable numbers in the [YiP Site Visits Google Spreadsheet](#)

Important Dates

November 4	Last Day of in-school workshop
November 11	Remembrance Day
November 15	National Philanthropy Day – find a way to celebrate!
November 18	Non-Instructional day – Fall volunteer activity

December 2022

Early December

- Enter list of organizations and charitable numbers in the [YiP Site Visits Google Spreadsheet](#)
- Complete interim report: including mission statement and team's group photo

Mid December

- Optional: book second "in-school" workshop
- Choose the organizations you'd like to interview

Late December

- Celebrate the half-way point!

Important Dates

December 6	2nd Youth Reps meeting – 5pm at The Winnipeg Foundation
December 9	Deadline to enter site visit organizations and submit interim report
December 21	Last day of school
December 22 - 4	Winter Break

January 2023

Early January

- Optional: Second in-school workshop by The Winnipeg Foundation
- Choose the organizations you'd like to visit or interview

Late January

- Site visits begin

Important Dates

January 5	School re-opens
January 6	Receive confirmation from The Winnipeg Foundation on organizations
January 9	Start site visits and interviews
January 20	Last day to book a second in-school workshop

February 2023

Early February

- Continue site visits and interviews

Late February

- Send a thank you letter or email to all organizations visited or interviewed
- Begin submitting grant recommendations online

Important dates

February 3	Non-Instructional Day – Winter volunteer activity
February 10	Last day of 2 nd in-school workshop
February 13	YiP grant recommendation portal opens
February 20	Louis Riel Day
February 22	3rd Youth Reps meeting – 5pm at The Winnipeg Foundation

March 2023

Early March

- Share interview reports with your committee and make granting decisions

Mid March

- Finish organization interviews
- Submit all granting recommendations online

Late March

- Send a thank you letter or email to all organizations interviewed (if not already done)

Important dates

March 10	Last day of site visits
March 17	Non-Instructional Day
March 17	Deadline to submit grant recommendations
March 17	Summer Internship Program (SIP) application opens
March 24	Last day of school before Spring Break
March 27 - 31	Spring Break

April 2023

Early April

- Send a thank you letter or email to all agencies visited

Late April

- After grants have been confirmed by The Winnipeg Foundation, formally notify grant recipients and grant declines

Important Dates

April 3	School re-opens from Spring Break
April 6	Receive notification of grant recommendations from The Winnipeg Foundation
April 7	Good Friday
April 12	4th Youth Reps meeting – 5pm at The Winnipeg Foundation
April 14	Non-Instructional Day
April 21	Summer Internship Program (SIP) application closes

May 2023

Early May

- After grants have been confirmed by The Winnipeg Foundation, formally notify grant recipients and grant declines

Important Dates

May 1	Non-Instructional Day - Spring volunteer activity or workshop
May 1	RSVP to YiP Celebration opens
May 12	Deadline to invite grantees to YiP Celebration and notify declines
May 19	RSVP deadline for the YiP Celebration
May 22	Victoria Day
May 25	Year End Celebration

June 2023

Early June

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

Important Dates

June 2 Expense sheets and unused administrative grant money due
June 30 Last day of school for the 2022-2023 year

July 2023

Important Dates

July 3 Summer Internship Program starts

August 2023

Important Dates

August 25 Summer Internship Program ends