Youth in Philanthropy

2023 - 2024 Timeline
# September 2023

**Mid September**
- Welcome back! 😊
- Recruit new members, establish the committee, decide on meeting structure and schedule
- Elect chair(s), Youth Leaders, and other committee leadership roles

**Late September**
- Sign up for an in-school workshop through the [YiP In-school Presentation sign-up](#)

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## Important Dates

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>September 6</td>
<td>First day of classes</td>
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<tr>
<td>September 22</td>
<td>Deadline to confirm YiP committee participation</td>
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<tr>
<td>September 25</td>
<td>YiP in-school workshop begins</td>
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<tr>
<td><strong>September 26</strong></td>
<td>Staff Advisors meeting - 5 pm in person at The Winnipeg Foundation</td>
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<td>September 30</td>
<td>National Day for Truth and Reconciliation</td>
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# October 2023

**Early October**
- Recruit new members, establish the committee, decide on meeting structure and schedule
- Elect chair(s), Youth Leaders, and other committee leadership roles

**Mid-Late October**
- Receive a $600 admin grant from The Winnipeg Foundation
- In-school workshops continue

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## Important Dates

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<th>Date</th>
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<tr>
<td>October 3</td>
<td>Non-Instructional Day/ Election Day</td>
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<tr>
<td><strong>October 5</strong></td>
<td>Staff Advisors meeting - 5 pm on Zoom</td>
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<tr>
<td>October 9</td>
<td>Thanksgiving Day</td>
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<tr>
<td>October 13</td>
<td>Deadline to submit <a href="#">YiP Leadership Contact Information</a></td>
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<tr>
<td>October 13</td>
<td>Deadline to sign up for a <a href="#">YiP In-school Presentation sign-up</a></td>
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<tr>
<td>October 20</td>
<td>Non-Instructional Day</td>
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<tr>
<td><strong>October 26</strong></td>
<td>1st Youth Leaders meeting – 5 pm at The Winnipeg Foundation</td>
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November 2023

Early November
☐ Attend Fall Conference
☐ In-school workshops continue

Mid - Late November
☐ Make a list of organizations you want to visit or interview
☐ Ensure that the organizations follow the YiP granting guidelines:
   ☐ They must be a registered charity (double check at Canada Revenue Agency (CRA))
   ☐ The charity must primarily benefit citizens of Winnipeg
   ☐ The charity must adhere to the Manitoba Human Rights Code

Important Dates
November 1 YiP Conference: 8:30 am – 12:00 pm at Canad Inns Polo Park
November 11 Remembrance Day
November 15 National Philanthropy Day – find a way to celebrate!
November 17 Non-Instructional Day – Fall volunteer activity

December 2023

December
☐ Choose the organizations you’d like to visit and enter them in the YiP Site Visit List
☐ Optional: book a second “in-school” presentation for January by emailing Mercy
☐ Decide when committee meetings will start again in 2024

Important Dates
December 1 Last Day of in-school presentations
December 5 2nd Youth Leaders meeting – 5 pm at The Winnipeg Foundation
December 6 Deadline to YiP Site Visit Organizations List
December 22 Last day of school
December 25 - 5 Winter Break
January 2024

Early – Mid January
- Restart committee meetings
- Optional: second in-school presentation by The Winnipeg Foundation
- Choose the organizations you’d like to visit or interview

Late January
- Site visits begin
- Plan other philanthropic initiatives

Important Dates

<table>
<thead>
<tr>
<th>Date</th>
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<tbody>
<tr>
<td>January 8</td>
<td>School re-opens</td>
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<tr>
<td>January 15</td>
<td>Start site visits and interviews</td>
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<tr>
<td>January 26</td>
<td>Last day to book a second in-school presentation</td>
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February 2024

Early – Mid 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

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<tr>
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<tbody>
<tr>
<td>February 3</td>
<td>Non-Instructional Day – winter volunteer activity</td>
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<tr>
<td>February 19</td>
<td>Louis Riel Day</td>
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<tr>
<td>February 20</td>
<td>YiP grant recommendation portal opens</td>
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<tr>
<td>February 29</td>
<td>3rd Youth Reps meeting – 5 pm at The Winnipeg Foundation</td>
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March 2024

Early March
☐ Share site visit 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 8  Last day of site visits
March 15 Non-Instructional Day
March 18 Deadline to submit grant recommendations
March 22 Summer Internship Program (SIP) application opens
March 22 Last day of school before Spring Break
March 29 Good Friday
March 25-29 Spring Break

April 2024

Early April
☐ Send a thank you letter or email to all agencies visited
☐ Apply for the Summer Internship Program if you are in grade 11 or 12

Mid - Late April
☐ After The Winnipeg Foundation has confirmed grants, formally notify grant recipients and grant declines
☐ Plan committee wrap-up event/meeting

Important Dates

April 1 School re-opens from Spring Break
April 12 Receive notification of grant recommendations from The Winnipeg Foundation
April 16 4th Youth Reps meeting – 5 pm at The Winnipeg Foundation
April 19 Non-Instructional Day
May 2024

Early May
- After The Winnipeg Foundation has confirmed grants, formally invite grant recipients to the 2024 YiP Gala
- Sign up to volunteer for the 2024 YiP Gala

Mid May
- RSVP to YiP Gala

Late May
- Attend 2024 YiP Gala

Important Dates
- May 1: RSVP to the 2024 YiP Gala opens
- May 6: Non-Instructional Day - Spring volunteer activity or workshop
- May 10: Deadline to invite grantees to YiP Gala
- May 24: RSVP deadline for the YiP Gala
- May 20: Victoria Day
- May 30: 2024 YiP Gala

June 2024

Early June
- Email Mercy with the unused amount of admin grant funds and send by cheque to The Winnipeg Foundation

Important Dates
- June 7: Unused administrative grant funds due
- June 28: Last day of school for the 2023-2024 year