



COMMUNITY LOTTERY PROGRAM

101-205 Hawkins Street, Whitehorse, YT Y1A 1X3
(867) 633-7892 or 1-800-661-0555, ext 7892

GUIDELINES

BACKGROUND

The Yukon Lottery Commission provides funding assistance for art, sport and recreation in Yukon. This funding assistance is provided through three programs: Recreational Projects Program, Travel Assistance Program and the Community Lottery Program.

The financial support provided through these programs is intended to:

- sustain and contribute to the growth of art, sport and recreation for Yukon people;
- increase access and participation of all Yukon people in art, sport, and recreation;
- improve/provide more community art, sport and recreation infrastructure; and
- increase organizational and community capacity in art, sport and recreation.

PROGRAM OBJECTIVES

The objective of the Community Lottery Program (CLP) is to provide municipalities and local authorities with funding to support projects that sustain and contribute to the growth of art, sport and recreation within their communities. The program strives to improve the quality of life for all Yukon people through participation or availability of art, sport and recreation.

The CLP is intended to enable municipalities and local authorities to make local decisions relevant to their community's needs and create equitable access to lottery revenues for all Yukon people.

ELIGIBLE RECIPIENTS

Municipalities or local authorities are eligible recipients of the Community Lottery Program. A local authority is a community organization appointed as a local authority under the *Recreation Act*.

ELIGIBLE COSTS

All costs directly related to providing art, sport and recreation opportunities either through participation or availability to members of the community.

INELIGIBLE COSTS

Ineligible expenses include: operating and maintenance costs for general administration, wages, office equipment (computers, scanners, printers, projectors, telephones, software, etc), rent, energy, supplies, telephone, internet, minor repairs and maintenance, accounting and audit services, printing services, insurance, professional services, annual fees, etc.

ALLOCATION METHODOLOGY

The CLP allocation methodology uses a population based formula; Yukon Healthcare and Statistics Canada population statistics are used. Each community receives a base amount of \$8,000 plus \$12.00 per capita up to a population of 5,000 and \$3.25 per capita for populations over 5,000.

REPORTING/APPLICATION REQUIREMENTS

At the beginning of each fiscal year recipients are advised of their CLP allocation. Funding not claimed is reinvested into the Community Lottery Program.

Municipalities and local authorities are required to:

- provide a detailed listing of projects or activities supported by the CLP during the reporting period;
- name the funding the Community Lottery Program in all communication material (*guidelines and applications, correspondence to applicants, advertising, etc.*)
- print on all applications and/or correspondence to applicants that the collection of personal information is collected under the authority of the *Public Lottery Regulations* and will be used only for the purpose of administering the Community Lottery Program (*see ATTIP statement below*);
- provide proof that recipients have been informed that the collection of personal information is collected under the authority of the *Public Lottery Regulations* and will be used only for the purpose of administering the Community Lottery Program;
- identify the Community Lottery Program in all financial reports; and,
- provide proof of Lotteries Yukon recognition in all program communication material (*guidelines and applications, correspondence to applicants, advertising, etc.*).
- for Local Authorities provide proof of good standing under the *Societies Act* and a current listing of the Board of Directors; and
- provide a financial report:
 - for municipalities and First Nation local authorities a copy of the approved audited financial statements (*statement of revenues and expenditures*) for the CLP;
 - for Local Authorities provide approved financial statements (*as approved at the Annual General Meeting*) if an audited statement is not available.

SUBMIT APPLICATIONS TO

Lotteries Yukon
101-205 Hawkins Street
Whitehorse, YT Y1A 1X3
Fax: (867) 668-7561
lotteriesyukon@gov.yk.ca
(*original signatures required*)

FOR MORE INFORMATION CONTACT

Lotteries Yukon
Program Administrator
Phone: (867) 633-7892
Toll Free (in Yukon): 1-800-611-0555, extension 7892

Additional information on this program is available at www.lotteriesyukon.com

Personal Information is collected under the authority of the Public Lottery Regulations and will be used only for the purpose of administering the Community Lottery Program.

For further information, contact the General Manager, Lotteries Yukon, 101-205 Hawkins Street, Whitehorse, YT Y1A 1X3 or 867-633-7899, toll free within Yukon 1-800-661-0555, extension 7899.