

Professional Development Application Guidelines

The United Way of Central Alberta is committed to making investments in activities that will impact the community. We invest in registered charities that provide programming and services in the following three priority areas:

- **Education** – Enabling Kids to Be All That Kids Can Be
- **Income** – Moving People From Poverty to Possibility
- **Wellness** – Promoting Healthy People, Strong Communities

Purpose

The purpose of the professional development funds is to foster future leadership capacity by enabling organizational leaders, including senior staff and volunteers, to participate in professional development opportunities that enhance their ability to lead their organization. The focus will be to develop leadership skills and innovation in service delivery and development, human resource management, organizational excellence and fiscal management.

Who is Eligible

Funding is provided to **registered charities** that fall into one of our priority areas, not to individual staff or volunteers, and covers a portion of course, program or workshop registration fees, not incidental or travel expenses. The staff member or senior volunteer who will attend must be identified before applying for the grant.

Eligible charities include **social service** agencies that

- provide programs and services that relates to at least one of United Way of Central Alberta's priorities (for further information on these priority areas please refer to the attached Community Impact Framework)
- is open to the provision of services to all members of the community regardless of race, culture, religion, gender or sexual orientation, disability or place of residence
- must be working within the geographic area served by the United Way of Central Alberta (see attached map and list of communities)

Priority will be given to charitable organizations with an annual budget under \$1 million or those agencies with a limited ability to address necessary upgrades.

The funding can support professional development costs up to \$1,500. Preference will be given to professional development activities that occur within Central Alberta. The maximum grant amount would only usually be given for intensive and/or lengthy study e.g.: the Leadership Networks 201 & 301 courses or similar. Approval of funding is conditional on the availability of funds in the current fiscal year and fulfilling the above criteria.

Agencies can only receive these funds once every fiscal period (April to March).

Supporting Documentation

The following documents are required as attachments to support your request:

1. A signed copy of the completed application form.
2. A copy of the description of the course or program.
3. Your agencies audited financial statements for the last completed fiscal year.
4. Your agencies budget for the current fiscal year.

A letter outlining the impact of the course attended must be provided to the United Way within two weeks after the course has concluded. This letter, or excerpts, may be shared with our community to demonstrate the difference that their generous donations make.

How to Apply

Complete the application form online and then submit the signed copy of the application form and supporting documentation to

Professional Development Grant

United Way of Central Alberta

4811 48 Street

Red Deer, AB T4N 1S6

or

Email to christine@caunitedway.ca (all attachments must be in a PDF format)

You will receive notification about our decision in writing within 30 days of receipt of your application and supporting documents.

Professional development funds will be paid directly to the agency once a fully paid receipt is received by the United Way of Central Alberta's office.

Contact Information

For more information on the capital and equipment funds or to find out how to access an application please contact:

Christine Curtis

Administrator

403-343-3900

christine@caunitedway.ca

Community Impact Framework

Through continuous research, a deep understanding of our Central Alberta community's challenges and experience working with key partners, we believe the best opportunity to change lives and social conditions rests in the following three priority areas:

Education:

Enabling kids to be all that kids can be

From the early years to adulthood, we're supporting the full path of development to help children and youth achieve their potential.

The change we're making:

0 to 6 years of age:

- Young children have accessible early childhood programs
- Young children have stable and nurturing relationships
- Young children have age appropriate skills

7 years to adulthood

- Youth have accessible out-of-school programs that teach life skills
- Youth have healthy relationships with family, peers and community

Income:

Moving people from poverty to possibility

We are supporting individuals and families to feel a personal sense of well-being and connection to their community.

The change we're making:

- Individuals and families receive support to access affordable independent housing
- Individuals develop skills to obtain long-term employment
- Individuals develop skills to manage personal finances and build assets

Wellness:

Promoting healthy people, strong communities

We are working with the community to create opportunities so that individuals with low or limited incomes can prosper.

The change we're making:

- Individuals and families receive help in times of crisis to build the confidence and skill to move forward
- Residents with ongoing challenges receive help to build skills and community connections to live independently

Because we understand the issues impacting our community, our staff and volunteers are focused on

- **Investing** in programs and projects that address these challenges and demonstrate success in achieving results
- **Partnering** with agencies, community collaborations and provincial initiatives that address the underlying issues
- **Promoting** the importance of these issues and the difference that we, collectively, can have on the lives of people in our community.

United Way of Central Alberta Region

Our region recently expanded and now includes the following cities, counties and communities in Central Alberta.

- Cities**
- Camrose
 - Lacombe
 - Red Deer
 - Wetaskiwin

- Counties** including all communities
- Clearwater County
 - Kneehill County
 - Lacombe County
 - Mountain View County
 - Ponoka County
 - Red Deer County
 - Stettler County
 - County of Wetaskiwin

- Neighbouring Communities**
- | | | |
|----------------|---------------|----------------|
| Altario | Forestburg | Sundance Beach |
| Bashaw | Golden Days | Sunnybrook |
| Bittern Lake | Halkirk | Sundance Beach |
| Breton | Itaska Beach | Sunnybrook |
| Brownfield | Kelsey | Telfordville |
| Buck Creek | Kirriemuir | Thorsby |
| Calmar | Lindale | Tillicum Beach |
| Carnwood | Looma | Veteran |
| Castor | Monitor | Violet Grove |
| Coronation | Pelican Point | Warburg |
| Compeer | Rolly View | |
| Drayton Valley | Strome | |

