

**Youth and Seniors' Literacy Event
Proposal Template
Due September 1, 2009**

General Information

Name of organization: _____

Name of contact person: _____

Address: _____

Phone: _____ **Fax:** _____

Email: _____

Title of activity: _____

Duration: From: _____ **To:** _____

DD/MM/YY

DD/MM/YY

Please forward your completed proposal to Angus Mackay at nwtSeniors@yk.com or fax: 867 920-7601 by **September 1, 2009**. Proposals will be reviewed and you will be contacted by September 4, 2009 informing you of the status of your proposal.

Angus Mackay may be reached at 1-800-661-0878 or 867-920-7444 for further information.

Objectives of program: Describe the literacy event that you will be delivering. Indicate the literacy benefits or impact you expect as a result.

Publicizing Event: How will you publicize the event to ensure that Seniors and youth in your community will know about the event in time to attend?

Expected results: How will this program help the individuals who will be participating? What will be the literacy outcomes? How many Seniors and youth do you expect to participate?

Proposal Budget Worksheet

Item	Amount requested
<p>Facilitators:</p> <ul style="list-style-type: none"> • Wages • Other <p style="text-align: right;">Subtotal</p>	<p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p>
<p>Operational Costs:</p> <ul style="list-style-type: none"> • Project materials (learning materials, food, door prizes, etc.) • Transportation & meeting costs <p style="text-align: right;">Subtotal</p>	<p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p>
<p>Other Costs (please specify):</p> <p style="text-align: right;">Subtotal</p>	<p>\$ _____</p> <p>\$ _____</p>
<p>Totals</p>	<p>\$ _____</p> <p>Total requested</p>

___ approved ___ not approved