

Youth Hub Expression of Interest Application Form

Provided below is a checklist to ensure all components of the EOI are submitted. Please refer to this list throughout your application process and review it before submission.

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| 1. | Organization/Individual History including (please fill below): <ul style="list-style-type: none"> • Brief history of the organization, including years in operation • A description of the current programming, services, or community outreach activities • Information on any awards, successes, and relevant statistics | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 2. | Supporting documents (please fill below) <ul style="list-style-type: none"> • Biographies of key staff/ personnel • List of Board of Directors (organizations only) • List of staff that would be on-site at the Youth Hub • Letters of Reference | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 3. | Financials (please attach a copy) <ul style="list-style-type: none"> • 2023 financial statement • Current year financial statements (if possible) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 4. | Statement of Interest (please fill below) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 5. | Program Plan (Please attach a copy) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 6. | Program Impact (please fill below) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 7. | Process (please fill below) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 8. | Review EOI Assessment Criteria | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 9. | Submitting a Proposal | <input type="checkbox"/> Yes <input type="checkbox"/> No |

TYPES OF PROGRAMMING

Below is an overview of the types of programming that can be offered in the youth hub:

- A. **Leadership & Skills:** structured programs to empower youth with leadership qualities and a diverse set of practical skills. Participants learn (but not limited to) teamwork, communication, problem solving, and decision making, preparing them for leadership roles in various aspects of their life.
- B. **Structured & Non-Structured Programming (Scheduled/Drop-In):** **Structured** follows a predefined curriculum and schedule, offering a systemic learning experience. **Non-structured** programs which provide more flexibility, allowing youth to explore and learn in a less regimented environment, fostering creativity and self-direction.
- C. **Education & Professional Development (Resume building, interview coaching, etc.):** offering a combination of educational content and skills developed tailored to enhance a young person's academic knowledge and career readiness. They may include tutoring, career counseling, and workshops on resume building and interview skills.
- D. **Life Skills Programming (Financial Literacy, Cooking, etc.):** teaching vital skills such as effective communication, financial literacy, time management, and problem solving, equipping youth with the tools needed for personal growth and independence.
- E. **Inclusive Programming:** focusing on creating a safe and welcoming environment for all youth, regardless of their abilities, background, or identities. They promote diversity and aim to remove barriers to participation.
- F. **Health & Wellness:** promoting physical and mental well-being among youth. These may include exercise, nutrition, stress management, and mental health awareness, fostering a holistic approach to health.
- G. **Mental Health:** programming focusing on addressing the emotional and psychological needs for youth. They provide support, guidance, and coping strategies for dealing with stress, anxiety, depression, and other mental health challenges.
- H. **Business/Entrepreneur Programming:** programming to cultivate an entrepreneurial mindset among young individuals, teach them about business concepts, planning, marketing, and finance, with the goal of fostering future business leaders and innovators.
- I. **Arts/Music Programming:** programming to encourage creative expression and cultural enrichment. Youth learn various artistic forms and musical instruments, fostering their talents and creativity.
- J. **Newcomer Service Programming:** offering programming for comprehensive support and resources to assist newly arrived young immigrants and refugees in their transition to a new environment, encompassing language training, cultural integration, and access to essential services.

ELIGIBILITY

The City of Brampton will offer an up to 6-month rental agreement to non-profit community organizations who:

- Satisfies the criteria of a not-for-profit organization (be incorporated as a not-for-profit organization and may not be a subsidiary of a for-profit corporation).
- Provides free youth services/programs which can include social, recreational, health and wellness, employment and training, cultural or environmental, and are in alignment with council priorities and Recreation Division's goals.
- Is a non-for-profit community organization that resides in the City of Brampton/ Peel. Priority will be given to those organizations that are operating out of the City of Brampton.

- Satisfies the City criteria of good financial standing and is not in default under any rental/ lease/ service agreements with the City.
- Shares the vision of the City of Brampton and the Youth Hubs.
- Demonstrates a commitment to serving diverse communities.

SECTION 1: ORGANIZATIONAL/ INDIVIDUAL HISTORY

Organization Name and Contact Information

Enter your organization's details:

- Name:
- Address:
- Phone:
- Email:

Enter the contact information for your primary contact:

- Contact name:
- Contact phone number:
- Contact email:

Enter the contact information for your secondary contact:

- Contact name:
- Contact phone number:
- Contact email:

Is the primary contact for the organization and writer of this Expression of Interest between the ages of 14-29 years? (optional)

- YES
- NO

Online Presence

If your organization is active on social media, provide the handles you operate under.

1. Facebook:
2. Twitter:
3. Instagram:
4. LinkedIn:

This includes assessing for these ineligible activities:

- The applicant has a history of engaging in political activity supporting or opposing any political party, elected representative, or candidate for public office, and/or
- The applicant has a main purpose and/or uses major resources to bring about change in law or government policy.

Group Structure

Select the organization type that best describes your organization/group. (Check only one)

- Grassroots group that is not registered as a charity or as an incorporated not-for-profit.
- A charitable organization or foundation registered with the Canada Revenue Agency
- An organization incorporated as a not-for-profit corporation without share capital in a Canadian jurisdiction (this includes a Chartered Community Council, operating under the Métis Nation of

Ontario, or Inuit communities that are registered as not-for-profit corporations without share capital in Canada)

- A First Nation

Group Experience

Tell us about how and why your organization/group was formed. Provide a brief history of the organization, including years of operation. Please include:

- A description of the current programming, services, or community outreach activities
- Information on any awards, successes, and relevant statistics
- How many youth you currently serve in your programs

(300 words max)

SECTION 2: SUPPORTING DOCUMENTS

Provide information about the core group member and/or Board of Directors including the following:

1. Biographies of key staff/personnel
2. List of Board of Directors (organizations only)
3. List of staff that would be on-site at the Youth Hub
4. List of staff training requirements and certifications

Your core group members are or have experience with:

TIP: Check only those identities and lived experiences that apply to your core group members. If you are a registered not-for-profit, this also includes your board members. When selecting Indigenous (First Nations, Métis or Inuit), members can be from urban, rural and on reserve communities.

- Indigenous o First Nations o Métis o Inuit
- Black
- Racialized
- Newcomer
- Francophone
- Two-spirit, lesbian, gay, bisexual, transgender, queer and/or questioning, intersex, asexual (2SLGBTQIA+)
- Living with disabilities and/or special needs
- Living with mental health needs and/or addictions
- The justice system (have been in conflict with the law or are vulnerable to being in conflict with the law)
- Child welfare (in care, leaving care, or transitioned out)
- Not having enough money to meet basic needs (low-income)
- The education system (dropped out of school or vulnerable to dropping out)
- Living in rural or remote communities
- Not engaged with education, employment and training programs (NEET)
- None of the above

SECTION 3: FINANCIALS

Organizational Funding

Provide a copy of financial statements for the following years, including major funding from grants/trustees/governments and/or financial statement of current grant funding for program

1. 2023 financial statement

2. Current year financial statements (if possible)

SECTION 4: STATEMENT OF INTEREST

Describing the program idea

Provide a brief overview of your organization's program idea. (350 words max.) TIP: Describe what you will do, who it will benefit and where your work will happen in the Susan Fennell Youth Hub. Share the purpose of your project.

TIP: In answering this question, consider:

- What are the systemic barriers and issues your group is trying to address?
- What needs or gaps are you trying to address?
- Are there things in your community you are interested in enhancing or protecting?

Upload Supporting Documents (optional)

TIP: You may upload as many as five (5) pictures or diagrams, or provide a link to pictures, that will provide a greater explanation of your initiative. Please include a short description for each picture. Files must be uploaded in one of the following formats: pdf, jpg, jpeg, gif, doc, docx, txt, odt, ods, png, bmp, tif, tiff, xls, or xlsx.

SECTION 5: PROGRAM PLAN

Provide a program plan that includes all major activities and milestones in your project. (1 page maximum).

SECTION 6: PROGRAM IMPACT

Describing the Outcome

Select the outcome that most aligns with the change you want to make through this program. (Check only one)

- Empowering youth with leadership qualities, demonstrating improved teamwork, communication, problem solving, and decision-making abilities.
- Improve academic performance and career prospects by providing educational content and skills development, leading to an increase in youth securing internships, employment, or advancing their education.
- Building capacity and essential life skills in an increased number of participants demonstrating proficiency in effective communication, financial literacy, culinary, and problem solving.
- Cultivate creative expression and cultural enrichment with an increased number of youths showcasing their talents or contributions to the community.
- Enhance the overall health and well-being of youth through demonstrated increase physical health and healthy lifestyle choices and improved mental health outcomes and strategies for youth.
- Equip youth with skills and knowledge to prepare them for careers in STEM (Science, Technology, Engineering, and Mathematics), or entering tech-related professions.
- Creating safe spaces and promoting diversity and inclusion for youth and reducing barrier

SECTION 8: PROCESS

Request Term

1. What is the request for the program? (complete each section)

Time

- 1 hour program
- 2 hour program
- 3 hour program

We are open 3:00-9:00pm seven days a week. During school breaks (march break, holiday break), we are open 12-9pm.

Please indicate the time day you would like to conduct programs _____

Day

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Saturday
- Sunday

Occurrence

- Once a week
- Twice a week
- Three times a week
- 4 days a week
- 5 days a week

Length

- 1 month
- 2 months
- 3 months

SECTION 9: ASSESMENT CRITERIA

Assessment Area #1: Eligibility (10 points)

Proposal articulates a Youth Hub vision that is well aligned with the purpose and description in the Expression of Interest.

- Core group members (including board members, where applicable) reflect the identities and experiences of the youth participants they are working with and for.
- The application is complete and contains clear and detailed responses.
- The group is based in Brampton and the work will benefit youth residing in Brampton
- The group has at least three core group members.
- More than 50% of core group members are at arm's length relationship to each other.
- The project complies with City of Brampton policies.

Assessment Area 2: People/ Organization (5 points)

- Proposal is submitted by an organization, partnership or team of organizations with the experience, capacity and community relationships to service the Youth Hub

Assessment Area 3: Strategy (20 points)

- The group has fully and clearly described the idea they want to run and conduct, or the strategic work they will lead.
- The need, issue or opportunity connects to systemic barriers, social services needs and/or recreational programming that youth face.
- The idea is an effective response to the need, issue or opportunity the group is addressing.
- The program has a clear plan to apply principles of access, equity, and inclusion and articulates an approach for ensuring equitable access to culturally appropriate services for diverse youth.
- The proposed idea is culturally anchored and has been designed to respond to the experiences, needs and assets of youth.

SECTION 10: SUBMITTING A PROPOSAL

Submitting a Proposal

Steps to submitting a proposal are as follows:

1. If you would like to learn more about the youth hub space and rental opportunities, you can attend a drop-in information session (not mandatory but beneficial).
2. Prepare and submit EOI application package. Include the application form and the checklist information in this section.
3. Applications will be sent via **Microsoft Forms** or review upon completion. The submission deadline for all applications will be October 10th 2024.