



Syndicat de l'enseignement
de la région du Fer – CSQ



Regulations of the Fonds d'aide à la jeunesse Danielle-Bergeron

**Amended
November 2020**

Regulation of the Fonds d'aide à la jeunesse Danielle-Bergeron

1. DEFINITION

The Syndicat de l'enseignement de la région du Fer-CSQ (SERF-CSQ) creates a special fund called "Fonds d'aide à la jeunesse Danielle-Bergeron" hereafter referred to as FAJDB

2. FAJDB COMITTEE

The SERF-CSQ Regional Council appoints an FAJDB Committee composed of members of the SERF-CSQ Finance Committee.

The mandates of the FAJDB committee are as follows:

- a) Promote the Fund;
- b) Collect and analyze projects;
- c) Appoint a spokesperson;
- d) Recommending projects to be funded to the Board of Directors;
- e) Develop a project follow-up mechanism;
- f) Report to the Board of Directors and the Regional Council;
- g) Conduct any study it deems necessary according to the mandates received by the authorities.

Decisions are made by majority vote.

In the event of a tie, the SERF-CSQ President will be asked to cast the deciding vote.

3. BUDGET ALLOCATED TO THE FAJDB

3.1 Each fiscal year, three thousand dollars (\$3,000.00) shall be allocated to the FAJDB line item. This amount is not transferable.

3.2 If any monies are not used in the current year, they shall be placed in the "Youth Fund" reserve of the Chorus Investment.

4. OBJECTIVES OF THE FUND

The main objectives of the FAJDB are as follows:

- a) To foster a spirit of initiative among youth and adults;
- b) To support young people and adults who demonstrate a spirit of responsibility;
- c) To encourage young people and adults to seek out activities that will broaden their general culture;
- d) To financially assist youth and adults in the realization of projects;
- e) To encourage other organizations in the community to get involved with youth and adults.

5. USE OF THE FUND

Following the recommendations of the FAJDB committee, the administration committee approves the grants to be distributed according to the allocated budget. If the budget is exceeded, the amounts will be taken from the "Youth Fund" reserve of the Chorus placement.

The terms of payment of the bursary will be determined when the application is accepted.

The FAJDB cannot in any way offset the responsibilities and obligations of the school service centers. In this sense, the FAJDB only accepts applications covering the amount of goods or equipment used solely for the purposes of the project.

6. A) ELIGIBILITY REQUIREMENTS

The following are eligible:

- a) Elementary, secondary and adult education students enrolled in a school or center served by SERF-CSQ;
- b) Those who in the submission provide:
 - 1. An invoice proving the implementation of the project;
 - 2. A budget forecast;
 - 3. The objectives, which must be directly related to education.
- c) Individual or group projects;
- d) Individual projects submitted by students who distinguish themselves by their sustained efforts and work;
- e) Projects submitted before midnight on January 31 of each school year;

- f) The project must be completed before August 31 of the year in which the grant was awarded;
- g) The scholarship may not be used for any other purpose than the project submitted.

In the event of a tie, projects from areas that did not receive an award the previous year will be favored.

B) PAYMENT OF THE FAJDB AWARD

An invoice for the project must be sent to SERF-CSQ for payment of the grant. The maximum amount of the grants is \$500 per project.

7. AMENDMENTS TO THE REGULATIONS

The FAJDB regulations may be amended by the Regional Council.

**Application form for a grant from the
Fonds d'aide à la jeunesse Danielle-Bergeron**

CRITERIA TO RESPECT

A) Eligible are:

- a) Elementary, secondary and adult education students enrolled in a school or center served by SERF-CSQ;
- b) Those who, in the presentation, provide :
 - Proof of project start-up
 - A budget forecast
 - Objectives that must be directly related to education;
- c) Individual or group projects;
- d) Individual projects presented by students who distinguish themselves by their sustained efforts and work;
- e) Projects submitted before midnight on **January 31** of each school year and addressed to the Secretary-Treasurer of SERF-CSQ.

B) Payment of the grant :

An invoice for the project must be sent to SERF-CSQ for payment of the grant.

Each application must contain:

- a) The title of the project;
- b) Description of the project:
- c) Objectives
- d) Detailed content of the project
- e) Budget estimates with a description of the means of financing and grants obtained from other organizations.

C) Each request must then be forwarded to the person occupying the position of Secretary-Treasurer of SERF-CSQ.

FONDS D'AIDE À LA JEUNESSE DANIELLE-BERGERON

Application form

Sector : _____

School: _____

Address : _____

Number of students involved: _____

Name of person in charge: _____

Project Title : _____

Date of project completion : _____

Project Description:

A) Educational Objectives

B) Detailed project content:

- C) Budget estimates, description of funding, invoices proving the start-up of the project:

EXPENSES	COST (\$)

REVENUES	AMOUNTS (\$)

Return to : Secrétariat-trésorerie, SERF-SCQ
9 rue Napoléon, Sept-Îles (Québec) G4R 3K5
Tél : (418) 962-5375 / 1-800-463-1734
Email : z61.fer@lacsq.org