

DATE

ORGANIZATION ADDRESS

Dear XXX,

Thank you for the submission of your recent request for funding application (workplan and budget) in response to the fiscal year Youth Wellness Champions (YWC) Program implementation funding opportunity. We are pleased to inform you that ORGANIZATION NAME has been selected to receive funding.

As outlined within the request for funding, RNAO will provide your organization with \$XXXX in one-time funding to support YWC Program related activities as outlined in your work-plan and approved budget. Please find attached a copy of the partnership agreement setting out the responsibilities of ORGANIZATION NAME and RNAO. Funding will be issued upon receipt of this signed partnership agreement. Please return it no later than Date to the Program Coordinator of the Mental Health and Substance Program, by email at mhsu@rnao.ca.

Thank you for your participation in this exciting Program! We look forward to working with you to offer mental health and wellness promotion activities, events, and campaigns within your region's school system(s).

Sincerely,



Sabrina Merali, RN, Program Manager
International Affairs and Best Practice Guidelines Centre

CC: Doris Grinspun, RN, BScN, MSN, PhD, LLD(hon), Dr(hc), DHC, DHC, FAAN, FCAN,
O.ONT., Chief Executive Officer
Michelle Rey, Director, International Affairs and Best Practice Guidelines Centre
Wang Ya, Director of Finance, Finance and Administration

**Partnership Agreement
Youth Wellness Champions (YWC)
Program Implementation Funding
(ORGANIZATION NAME)**

The following outlines the roles and responsibilities of **ORGANIZATION NAME** and RNAO for the coordination and delivery of the Youth Wellness Champions (YWC) Program.

RNAO Roles and Responsibilities:

- Provide access to resources, implementation, and evaluation tools to support capacity building and implementation of YWC at local sites.
- Provide funding, supported by the Ministry of Health, of **\$XXXX** as per **ORGANIZATION NAME** 's approved budget to support local YWC Program implementation.
- Host networking and information sharing between YWC implementation sites, through advisory committee meetings.

YWC Implementation Site Roles and Responsibilities:

- Alignment of program and/or activities with YWC Program model as outlined within the YWC [implementation toolkit](#) (updated toolkit to come).
- Membership and active participation in the YWC advisory committee meetings.
- Implementation of the approved **fiscal year** work-plan outlining planned activities and accompanying budget.
- Completion of all activities by **last day of school year**, unless otherwise described in the approved work plan.
- Submission of a report to RNAO by **ORGANIZATION NAME** by **one calendar month after last day of school year**. The report will require details of activities that took place and evaluation results (i.e. successes, challenges and next steps).

If you are in agreement with the above-outlined terms, please sign this Partnership Agreement and complete the attached Electronic Transfer Funds Requisition form and return to the Program Coordinator of the Mental Health and Substance Program, by email at mhsu@rnao.ca by **Date**. A countersigned copy will be returned for your files.

Name and Title of Signing
Authority: _____

Organization Name: _____

Signature: _____

Date Signed: _____

Countersignature from RNAO

Name and Title of Signing Authority: Doris Grinspun, RN, BScN, MSN, PhD, LLD(hon), Dr(hc), DHC,
DHC, FAAN, FCAN, O.ONT., Chief Executive Officer

Signature: _____

Date Signed: _____

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