

## **Appendix E: Youth Action Program Policy**

*Preamble: The Engineering Society represents the interests of undergraduate Engineering and Applied Science students at Queen's University - to the Faculty, the University, the Alma Mater Society, the Kingston Community, and the Ontario and federal governments. This document contains the mission, vision and implementation of the Youth Action Program of the Engineering Society.*

### **A. THE STATEMENTS OF THE PROGRAM:**

#### **Part I: Youth Action Program committee**

1. There shall exist an Engineering Society Youth Action Program committee which shall advertise an engineering solution sponsorship competition and make decisions regarding the allocation of the sponsorship money to proposals given by Kingston youth in order to solve a community problem using engineering solutions. The committee shall organize and conduct activities where the need should arise or if there is no proposal received from high school students is viable.
2. The EngSoc Youth Action Program Committee shall be composed of:
  - a. A Youth Action Program Coordinator
    - i. The Youth Action Program Coordinator shall be responsible for holding regular meeting and taking appropriate action towards any committee member that displays actions or attitudes that do not comply with their responsibilities or the Queen's code of conduct.
    - ii. Report to the External Relations Committee chair
  - b. A Youth Action Program Committee
    - i. The Youth Action Program Committee shall be composed of a minimum of four Queen's engineering students. The committee will decide on which proposals are allotted sponsorship money.

#### **Part II: Purpose of the Program**

It is the position of the Youth Action Program that:

3. Increasing awareness of engineering and improving the community is a public good that benefits Canadian society at large.
4. Promote the use of engineering as a tool to better communities.

5. Supports the character development of the young leaders of tomorrow, and such a program will provide an opportunity to:
  - a. Learn more about engineering,
  - b. Learn project management, budgeting, accountability, teamwork, and foster self-growth.
  
7. Promotes the interaction of Engineering and Applied Science students with Kingston high school and college students as it will improve external relations between the community and the university.

### **Part III: Implementation of the Program**

8. The Youth Action Program will find an engineering theme for the competition each year and advertise it in local high schools and in the community and youth will send in projects proposals based on the theme and the projects with the most chance of success and which will have the most impact will be selected for sponsorship.
9. Sponsorship money shall only be given to a candidate through an organization that has a registered charitable number. It is the responsibility of the applicant to find an organisation with a registered charitable number that will oversee their project; all schools have a registered charitable number.
10. Every project must be completed and a final report sent to the Queen's engineering society 8 months after they receive the sponsorship money.
11. To be eligible for sponsorship money, candidates must be
  - a. Between the ages of 13 and 18,
  - b. A resident of Kingston or its surrounding areas\*, and
  - c. Attending high school or college.
12. Projects will be considered for funding based on their potential to make a positive impact on Kingston's population and how well it uses engineering and design as a means to solve the problem.
13. Recipients of the sponsorship money must send a midterm and final report to the Queen's engineering society outlining the benefits that their project has added to their school or community and what they have personally learned about the usefulness of engineering as a means to increase a community.
14. High school students shall have the hours spent working on the program count towards their community service hours.
15. No community service hours shall be signed off for a student who has not yet completed his/her project and sent in a midterm and final report

\*Candidates must preferably be living in Kingston or its surrounding areas for at least 6 months following their proposal submission since this will make it easier to obtain deliverables from them.