

Grant terms and conditions

Grants for youth activities

Appendix: City of Vantaa's general grant terms and conditions

(Ratified by the City Executive Board on February 23, 2026, §17)

Effective from July 1, 2026.

Ratified by the Urban Culture and Wellbeing Committee on April 21, 2026, § XX.

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Grants for youth activities

The general grant terms and conditions set out the conditions under which the City of Vantaa awards grants and stipends. These grant terms and conditions for youth activity grants supplement the general terms and conditions. Grant decisions are prepared by the City of Vantaa's Youth and Community Services, the purpose of which is to promote community togetherness and the active agency of the young. The Urban Culture and Wellbeing Committee decides on the awarding of grants and the supervision of the use of grants.

Youth activity grants can be awarded for the activities of youth organizations, youth action groups and other communities. The activities for which the grant is to be awarded must be aimed at children and young people aged 7–28 in Vantaa. All activities must be substance-free.

The types of grants for youth activities are operating grants, project assistance and youth action group grants. Operating grants can only be awarded to associations and other communities in Vantaa. Project assistance can also be granted to parties from outside of Vantaa.

The purpose of the grants is to promote the objectives of the Youth Act and to promote young people's:

- active citizenship and inclusion,
- independence, and
- self-directed activities.

Grants are not awarded to communities with the right to levy taxes, national organizations, central organizations, student organizations or similar, parents' associations, companies or activities arranged by a school or educational institution.

Operating grants for youth activities

Operating grants can be awarded to Vantaa-based youth organizations or other communities that have operated for at least one fiscal year by the end of the application period. Operating grants are awarded for an association's basic activities that are compliant with the association's rules and action plan or, upon consideration, for a specific part of an association's activities.

When considering a grant, the following are taken into account:

- the need for the activity,
- the reasonableness of the costs in relation to the scope, content and number of participants of the activity,
- the grant applicant's cooperation with other associations and the City of Vantaa,
- the openness and accessibility of the applicant's communications, and
- good governance and financial management.

Applying for and using an operating grant

Applications for operating grants are submitted once a year, at a separately announced time. The application must include as appendices the action plan and budget for the year for which the grant is requested.

The operating grant is intended to cover the costs of, for example, hobby activities, group activities and international activities, as well as training, camps and excursions. The grant can also be used to cover the general expenses of the recipient, such as wage, rent and office expenses.

The grant awarded may not cover more than 90% of the grant recipient's operating costs. The self-financing share can consist partially or fully of volunteer work hours (computational value €10/hour). When considering the grant, it is seen as an advantage that the applicant has funding other than that of the City of Vantaa.

Example:

The city awards a grant of €1,000.

Self-financing share = $\text{grant} / 90 \times 100 - \text{grant}$

The grant recipient must have their own funding of €111.11, or they must carry out about 11 hours of volunteer work.

Costs that are not eligible for the grant:

- costs arising from fund-raising or revenue acquisition,
- business costs,
- interest on or amortization of loans,
- collection fees,

- meeting allowances,
- alcohol-catering costs,
- daily allowances,
- membership fees to regional or district organizations,
- depreciations or
- renovation and basic repair of premises.

50 percent of the awarded operating grant can be paid in advance.

Account on spending for an operating grant

An account on the spending of the operating grant must be submitted through the e-Services by the given deadline. The account on spending describes how the grant has been used. The grant will be recovered if the account on spending is not submitted by the deadline.

The following pertaining to the grant year must be submitted as appendices to the account on spending:

- a cost center-specific profit and loss statement or other accounting statement that shows how the grant has been used,
- an annual report approved by the annual meeting,
- a financial statement approved by the annual meeting, and
- an auditor's or inspector's statement from the previous financial period.

The City of Vantaa may decide to approve an account on spending for a grant without appendices if the grant in question is small. This will be stated separately in the grant decision.

Project assistance for youth activities

As a rule, project assistance is granted for one-off activities such as projects, events, camps and excursions, as well as trialing new forms of activities.

Project assistance can also be granted for regularly arranged open youth activities. If project assistance is granted for regularly arranged activities, the grant sum is determined by the number of activity sessions.

For applicants receiving an operating grant, project assistance can only be awarded for justified reasons.

Applying for and using project assistance

Project assistance can be applied for continuously in the e-Services. The application shall be submitted at the latest 21 days before the start of the activity and 21 days before the Urban Culture and Wellbeing Committee meeting where the application is wished to be handled.

Project assistance can only cover the costs of the activities described in the application. Project assistance is not granted for activities whose primary purpose is generating profit or fund-raising.

Costs that are not eligible for the grant:

- investments and acquisition of fixed or tangible assets,
- costs of products intended for sale,
- prizes, gifts, stipends,
- alcohol-catering costs,
- collection fees,
- daily allowances, and
- costs arising from an association's internal annual celebrations or similar activities.

75 percent of the awarded project assistance can be paid in advance. Applications for advance payment are submitted through the e-Services.

Account on spending for project assistance

An account on the spending of the project assistance must be submitted no later than two months after the end of the activity for which it was granted or by the deadline imposed by the Urban Culture and Wellbeing Committee. If the decision on project assistance has been made after the end of the activity, the deadline for the account is counted from the date of the notice of the decision.

The account on spending describes how the grant has been used and reports the number of participants per activity session. The grant will not be paid or the already paid advance payment will be recovered if the account on spending has not been submitted by the deadline.

If requested, receipts that verify the payment transactions must be submitted as appendices to the account on spending. If the project assistance is granted for regularly arranged activities, the grant is paid according to the actual number of activity sessions.

Youth action group grant

The youth action group grant can be used to support activities that are planned and organized by young people themselves, such as events and excursions. Action group grants are not granted for established activities or retrospectively.

Youth action group grants can be awarded to youth groups for 7–28-year-olds in Vantaa. The activities must target a broader group of young people than just the action group, or the activities must be open.

An account on the spending of the youth action group grant must be submitted by the deadline.

Stipends

The Urban Culture and Wellbeing Committee can grant stipends for youth work on the basis of a proposal by the Youth and Community Services director. The stipend can be granted without an application to a youth organization or other community operating in Vantaa that has done significant work to strengthen the well-being and inclusion of young people in Vantaa.

Appendix: City of Vantaa's general grant terms and conditions

Effective from April 1, 2026. Ratified by the City Executive Board on February 23, 2026, §17.

The general terms and conditions for grants set out the conditions under which the City of Vantaa awards grants. The general terms and conditions for grants are the most important terms that bind both the City of Vantaa and all grant recipients. The general terms and conditions for grants apply to the grants awarded by the City of Vantaa, such as operating grants, project assistance and stipends.

In addition to the general terms and conditions, different types of grants are subject to more grant-type-specific terms that supplement these general terms and conditions.

For grants awarded to organizations and other communities as well as stipends awarded to private persons, the City of Vantaa's general terms and conditions for grants are applied to the application process for and awarding of grants and the monitoring of their use.

Grants are awarded to activities that are compliant with the City of Vantaa's values and strategy and that support active civic activities or supplement the city's own service provision. Grants can only be awarded to operators and activities that comply with the current legislation as well as the City of Vantaa's city strategy and action programs that are in force at the time.

Awarding grants

Grants are awarded to associations and other communities in Vantaa on the basis of applications. Grants can also be awarded to associations and other communities outside of Vantaa if the activities for which the grant is to be awarded are targeted at Vantaa residents. In the case of grants and stipends awarded to private persons, the applicant must live in Vantaa or the applicant's municipality of residence must be Vantaa.

When awarding a grant, the quality and scope of the applicant's activities will be assessed. In addition, the methodicalness of the activities and the appropriate use of previous grants awarded to the same applicant will be taken into account when awarding a grant.

Grants will not be awarded to the same activities for which the applicant has already received or is receiving a grant from the City of Vantaa. Grants will not be awarded to services covered by the City of Vantaa's outsourced service agreement.

Grants will not be awarded to activities whose purpose is to wholly or partially promote the dissemination of a religious message or the practice of a religion. Participation in the activities for which a grant is to be awarded must not require participation in religious activities.

Grants will not be awarded to party-political activities. However, the City of Vantaa may at its own discretion award grants for activities that strengthen young people's capacity for operating in a democratic society.

Applying for grants

Applications for grants are primarily submitted through e-services. The application must be received by the given deadline. The application periods for grants will be announced on the City of Vantaa's website.

In the case of associations, applications for grants can be submitted by the association's signatory designated in the Register of Associations or a person authorized by the association.

If the application is incomplete, the City of Vantaa may request that it be supplemented. Supplements must be submitted by the given deadline. If the application is not supplemented, the application will be processed on the basis of the information provided.

Paying grants

Grants and stipends can be paid, at the earliest, when the decision on awarding the grant or stipend enters into force. The payment of operating grants and project assistance is explained in more detail in the sections "Additional terms for operating grants" and "Additional terms for project assistance".

A grant or a part thereof can be paid in advance on the basis of an application. Those applying for advance payment commit to repaying the advance payment if the grant is not awarded or the grant decision is repealed.

The awarded grant is applicant-specific and cannot be transferred to another community. However, the City of Vantaa may at its own discretion permit the transfer of a grant, for example to the organization's member association.

Use of grants and accounts on spending

The grant must be used for the purpose for which it was awarded.

The grant recipient must provide an account on the spending of the awarded grant to the extent required by the City of Vantaa. The account on spending must be submitted by the given deadline.

In the case of associations, accounts on spending can be submitted by the association's signatory designated in the Register of Associations or a person authorized by the association.

If the account on spending is incomplete, the City of Vantaa may request that it be supplemented. Supplements must be submitted by the given deadline. If the account on spending is not supplemented, the account on spending will be processed on the basis of the information provided.

The City of Vantaa will make a decision on approving or rejecting the account on spending as well as possibly recovering the grant.

The use of the grant must be easily monitored in bookkeeping. The grant recipients shall apply the Accounting Act and its statutes and regulations to their bookkeeping. Associations that receive grants shall apply the Auditing Act and the Associations Act to their auditing or performance auditing.

The City of Vantaa has the right to audit the grant recipient's/applicant's operations, administration and bookkeeping to the extent the City of Vantaa deems necessary at any time to verify that the grant is used in accordance with the grant conditions.

If the grant is spent on paying salaries or fees, the grant recipient is responsible for paying withholding taxes and other statutory fees.

Grant recipients must publish in their annual report or in another way required by the body awarding the grant make public that the community has received financial assistance from the City of Vantaa.

Grant recipients must cooperate with the City of Vantaa on matters relating to the activities for which the grant is awarded.

Recovery of grants

The grant or part thereof shall be recovered if:

- the use of the grant or part thereof deviates from the purpose it was awarded for,
- no acceptable account on the spending of the grant has been submitted by the deadline or an incomplete account on spending has not been supplemented by the deadline,
- the provided information is incorrect,
- the grant or a part thereof is not used,
- the applicant receives or has already received a grant for the same activities from the City of Vantaa, or
- the decision on awarding the grant is repealed.

For a particularly weighty reason, the grant or part thereof may not be recovered even if an acceptable account on the spending of the grant has not been submitted by the given deadline.

Other terms

A decision on also using a grant during the calendar year following the fiscal year for which the grant was awarded or, for specific reasons, for several years, can be made on the basis of a separate application submitted by the grant recipient.

A decision on changing the purpose of the awarded grant can be made for a specific reason on the basis of a separate application submitted by the grant recipient.

The grant recipient must not use the grant to pay for the costs of fund-raising or business and investment activities, nor for increasing their financial assets or other long-term investments. The rules on state aid will be taken into account when awarding a grant.

Additional terms for operating grants

Operating grants are awarded for an association's basic activities that are compliant with the association's rules or, upon consideration, for a specific part of an association's activities. The operating grant will be awarded once a year, and it must be spent during the year it is awarded. In order for an association or other community to receive an operating grant, it must have operated for at least one fiscal year by the end of the application period.

The costs that are eligible for a grant are specified in more detail for each grant type. The City of Vantaa's support percentage (%) of an applicant's eligible costs can be determined on a grant-type-specific basis.

New applicants must submit the association's rules and certificate of the account holder as an attachment to the application. In the event of a change in the association's rules or account number, the attachments must be resubmitted.

In the account on the spending of the operating grant, the revenues and costs of the activities must be specified. When the grant is worth €5,000 or more, separately specified attachments must also be submitted with the account on spending. The necessary attachments and their requirements have been specified in the grant-type-specific terms and conditions. In the case of grants below €5,000, the documents must be delivered separately upon request.

Operating grants are paid when, for previous grants,

- the City of Vantaa has received and approved an account on spending, or
- the grant has been repaid in full, or
- a payment plan approved by the City of Vantaa has been drawn up for the grant to be recovered.

Additional terms for project assistance

Project assistance is a targeted grant that is awarded, for example, to events, projects, courses and hobby groups.

Project assistance is awarded to the activities described in the application. The amount of project assistance is based on the costs of the activities described in the application and, for some types of grants, on the grant sum specified per session. The calculation method and the grant sum per session are determined on a grant-type-specific basis.

The project assistance application must be submitted no later than 21 days before the start of the activity for which the grant is to be awarded, unless otherwise specified in the grant-type-specific terms and conditions. For applicants receiving an operating grant, project assistance can only be awarded for justified reasons.

Project assistance is paid upon an account on spending. The payment of project assistance is specified in more detail in the grant-type-specific terms and conditions.



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