



## 2018 USA PARATRIATHLON COMMITTEE GRANT APPLICATION

The purpose of the paratriathlon program grant is to support programming designed to grow the sport of paratriathlon. Grant amounts will be determined based upon the overall quality of the event as it pertains to promoting the sport of paratriathlon.

Please note the grant standards set forth below:

- Purpose – The event must promote awareness, understanding, growth, or safety for the sport of paratriathlon. Possible events include pre-race clinics, workshops, community/public sport programs, or camps that address the needs of paratriathletes. In the case that a single event is not completely paratriathlon-specific, grant money may be used to offset costs associated with that portion of the event that is associated with paratriathlon (e.g. travel expenses for presenters, mailing expenses, training materials related to this segment, other expenses as justified by the event coordinator/director).
- Qualifications of Presenter – Individuals presenting information on safety and/or competitive rules must be a USA Triathlon Certified Coach, Certified Official, Certified Race Director or USAT Annual member. Other credentials may be considered if none of these resources is available for the event.
- Eligibility of Events – Grants will be awarded based upon how clearly the program meets USA Paratriathlon objectives of promoting and sustaining paratriathlon in the United States.
- Funding Timeframe – The funds can only be used for events in the 2018 calendar year.
- Sustainability – Where grant applications request funds for clinics, camps, and other training events, information on how efforts will be sustained with local resources to support athletes after the event must be included in the application.
- Matching funding – Though not required, strong applications should demonstrate the ability to match funds awarded by USA Paratriathlon with other funding sources, i.e. *“How will a donation of x dollars from USA Paratriathlon be matched with x dollars?”* Consideration will be given to relatively novel clubs, events, or programs that may initially lack the resources to effectively award-match.



- Award amounts – Grant awards will not exceed the amount of \$1,000 per application. Awards may be used to fund events in the 2018 calendar year.
- Grant Report – This component must be submitted within 30 days following the event. The report allows us to see how the funds were used to help develop the sport of paratriathlon. Be prepared to provide the following items: general population information, pictures of the event, receipts, how the grant helped at the event and how the event will be evaluated. The grant report will be emailed to all the individuals/groups selected for the funding.
- Administration
  - A. Typewritten applications should be submitted to Meredith Lee (Meredith.lee@usatriathlon.org) before 5 p.m. MST on November 17th, 2017. Designated members of the Paratriathlon Committee and the USAT Paratriathlon program will review all grant applications with in a timely manner. After review with the committee on December 2<sup>nd</sup>, all applicants will be notified about application status no later than December 15<sup>th</sup>. Funds will be disbursed on or near January 1st.
- Eligibility – Failure to use the funds within the stipulated timeframe (2018 calendar year) or for the purposes outlined in the original grant application will result in grant ineligibility for a minimum of one grant cycle.
- Unused Funds – Any unused funds allocated to a grant recipient must be returned within 45 days of the event, camp, clinic and education session.

## GRANT APPLICATION

### 1. CONTACT INFORMATION

Name	
Street Address	
City, ST, ZIP, Code	
Home Phone	
Work Phone	
E-Mail Address	

### 2. EVENT INFORMATION

Event Name	
Date	

Location	
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### 3. EVENT RATIONALE

Please tell us how this event meets the criteria for this grant. A program or schedule will be helpful to us in evaluating the appropriateness of this grant for your event. (200 words minimum)

### 4. SESSION ON COMPETITIVE RULES AND SAFETY, if applicable

Please tell us who will be giving the session on rules and safety (this person must be a USA Triathlon Certified Coach, Certified Official, Certified Race Director or USAT Annual member. Other credentials may be considered if none of these resources is available for the event.).

### 5. SUSTAINABILITY

For events such as camps and clinics, please identify how local resources will be utilized to sustain efforts and support athletes after the event.

### 6. EVALUATION AND SUMMARY

Please describe how event participants will be surveyed. A summary will be due to USA Paratriathlon within 30 days of the event.



## **7. BUDGET**

Please identify expenses and revenue sources as they relate to the planned Paratriathlon activity. Items such as travel expenses, printing, postage, rentals, meals and coaches' fees are eligible for reimbursement through this grant.

## **8. MATCHING FUNDING**

Please identify strategies to ensure that funding awarded by the USA Paratriathlon Committee is matched by funding from other sources, i.e. "How will a donation of x dollars from USA Paratriathlon be matched with x dollars?"

## **9. MARKETING PLAN**

How will your event be promoted? Please specify how marketing efforts will be geared directly to prospective paratriathletes.



#### **10. EVENT HISTORY**

Is this a first-time event? If not, how many previous times has this event taken place? If so, why do you believe this event is warranted?

#### **11. BUDGET REQUESTED**

Please specify dollar amount you are requesting for this grant. Maximum award is \$1,000.

#### **12. ADDITIONAL COMMENTS**

If there is any other information you think might be helpful to us in evaluating your request, please provide it below.

#### **FINAL INSTRUCTIONS BEFORE SUBMITTING GRANT:**



Send completed form and organization's W-9 form to Meredith Lee ([Meredith.lee@usatriathlon.org](mailto:Meredith.lee@usatriathlon.org)) before 5 pm MST on November 17th, 2017. Grant applications are not considered complete unless W-9 is included.