



2009 Olympic Opportunity Fund U.S. Paralympic Community/Military Grant Program

Request for Proposals

Purpose and Requirements

In 2007, the USOC created the Olympic Opportunity Fund to encourage growth of Olympic and Paralympic sports involvement through community-based athletic programs. In 2009, the program includes two separate funds specific to Military and Paralympic programming. Please read the eligibility requirements carefully for each of the funds.

U.S. Paralympic Community/Military Grant Program

Interested participants must operate or develop a program which 1) involves community sports organizations that provide programming for injured service members/veterans, 2) provides ongoing training and development efforts (no one-time events), 3) involves one or more Paralympic sports, 4) develops partnerships with local military organizations in development and/or program support, 5) program must be designed for long-term sustainability, 6) proposals that recruit participants and provide opportunities in the sports of alpine skiing, archery, biathlon, cycling, Nordic skiing, shooting or track and field will receive priority consideration and 7) proposals that identify and secure matching funds or other tangible community support will receive priority consideration. Grant recipients will also be required to recruit and send military participants to both regional and national Paralympic Military Sport Camps throughout the year.

Amount

- Grant funding will range from \$5,000-\$35,000

Paralympic Sport Club Community/Military Grant Program*

Interested participants must operate a program or develop a program which 1) is an organization that is currently a Paralympic Sport Club, 2) create a sustainable program for the current Paralympic Sport Club to provide opportunities for injured military service members/veterans, 3) provides ongoing training and development efforts (no one-time events), 4) involves one or more Paralympic sports, 5) develops partnerships with local military organizations in development and/or program support, 6) the program must be designed for long-term sustainability, 7) proposals that recruit participants and provide opportunities in the sports of alpine skiing, archery, biathlon, cycling, Nordic skiing, shooting or track and field will receive priority consideration and 8) proposals that identify and secure matching funds or other tangible community support will receive priority consideration. Grant recipients will also be required to recruit and send military participants to both regional and national Paralympic Military Sport Camps throughout the year.

**Note: only those organizations who are current and active members of the Paralympic Sport Club program are eligible for the Paralympic Sport Club Community/Military Grant Fund.*





Amount

- Grant funding will range from \$5,000-\$35,000

Duration

Proposals must be submitted by Monday, May 18, 2009 for consideration. Grant awards will be announced by June 12, 2009, and all programs should be completed by June 30, 2010.

Submission Requirements

Olympic Opportunity Fund grant proposals must be completed, signed, and accompanied by no more than five pages of explanation. Detailed budgets must be included in the proposals. Each submission should be submitted with an electronic version included in each applicant's packet or e-mailed to Tim Willis at Tim.Willis@USOC.org

Proposals will be reviewed by an Olympic Opportunity Fund Committee comprised of USOC staff from Education and Outreach, Sport Partnerships, Partnership Marketing, Performance Services, Athlete Services and Programs, and U.S. Paralympics.

Please send proposals to:

United States Olympic Committee
Olympic Opportunity Fund/Paralympic Community/Military Grant Program
Attn: Tim Willis
1 Olympic Plaza
Colorado Springs, CO 80909-5760

Questions for the U.S. Paralympic Community/Military Grant Program may be directed to Tim Willis, US Paralympic Olympic Opportunity Fund Manager, at Tim.Willis@usoc.org or 719-866-4536.

Grant Payments

Grant payments will be made in two installments. Fifty percent of the funds will be released following the announcement of the recipients. Progress reports will be due September 1, December 1, and March 1. Final reports will be due no more than 60 days after the project's completion. Upon receipt of the Dec. 1st, 2009 status report, the final grant payment will be released.

Program Progress Reports

Program progress reports will be required on September 1, 2009, December 1, 2009, March 1, 2010 and upon completion of the grant program. A "Measures of Success" template will be included with Award Letters. Please be prepared to submit the template along with a summary of your efforts on the status report deadlines (Sept.1, Dec. 1, March 1 and the final report). In addition to the written status reports monthly participant tracking will be required. A template for gathering this data will be provided to grant recipients by U.S. Paralympics.



Proposal Content

Applicants are welcome to submit a cover letter. Please keep the body of your proposal to no more than 5 pages and include the following information:

Organization contact information - Organization name, address, phone, and contact name. Include name of CEO/executive director, who must be authorized to execute contracts on behalf of the organization. Also, please attach an IRS letter confirming 501(c)(3) status.

Organization background - Please include geographic area served, ethnic/racial and socioeconomic breakdown of membership, and how long the operation has been in existence. If available, include your mission statement and strategic goals. Summarize programs or services provided as well as track record of success.

Overview of program

- Please provide a descriptive title of your program and a brief description including which Paralympic sports will be involved.
- Please describe the structure of your program and how it would meet the goals.
- What is the need in your community? Describe the demographics of your target market. Provide realistic estimated number of targeted participants.
- What is the plan and timeline for implementation of the program?
- Please provide a brief list of key personnel, including their experience and credentials, who will be involved in the planning and implementation of the program.

Collaboration

- Please describe the role community partners will play in the success of your program.
- Please describe the role military-related organizations will play in the success of your program for example, DAV, VA, PVA, Military Medical Facilities, etc. Include previous involvement with any military-related organizations, if any.
- Letters of collaboration are required.

Awareness - What are your plans for building community awareness and support for your program? What are your plans for promoting the program (media opportunities)?

Sustainability - What steps will you take to ensure the continuance of this program? Other sources of funding? In terms of sponsorship, please be aware that programs can solicit and secure corporate sponsors ONLY from existing USOC sponsors and their local/regional affiliates. The USOC will provide a list of current USOC sponsors upon request.



Budget

- Provide a line item budget for your proposed program (including such expenses as equipment, marketing, training for coaches and staff, personnel, expenses for a kick-off event, etc.).
- If you have sought or will seek funding from other sources, please list names of contributors and amount contributed or pending.
- Proposals without detailed budgets will **not** be considered.

Endorsement - Any collaborating organization named in a proposal (e.g., NGB, military organization, or other community partner) **must** submit a signed statement that it is aware of the terms of the grant and will abide by the guidelines.

Grant Restrictions

1. The USOC's Olympic Opportunity Fund Committee reserves the right to determine awards, including full or partial funding, in keeping with the grant guidelines. Determination will be measured against the following:
 - **Goals** – Does the program match the purpose and requirements? Is it sustainable?
 - **Need** – Is there an identifiable need for the project? How vital is funding to the success of the program?
 - **Support** – Is there measurable community involvement and support for the program?
 - **Measurement** – Impact must be measurable.
2. The USOC reserves the right to discontinue grants if the activities are not being carried out with reasonable progress.
3. Changes to the approved activities or budgets may be requested. Requests for modifications must be submitted in writing and approved prior to implementing the proposed changes. Justification for the changes and a revised budget are required. Changes must be consistent with what was originally approved. If an organization finds that it cannot carry out the project, it must inform the USOC and decline the grant.
4. Grants are awarded and paid to the sponsoring organization. Under USOC policies, grant awards may not be assigned to any other party or pledged as an asset against a loan or similar financial transaction.

This 2009 U.S. Paralympic Community/Military Grant Program is sponsored by the Office of the Secretary of Defense, Director, Office of Administration and Management. The content of this promotional material does not necessarily reflect the position or policy of the Government, and no official endorsement should be inferred.