



**2009 Olympic Opportunity Fund
Paralympic Sport Club Community 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 a separate fund specific to Paralympic Sport Club programming. Please read the eligibility requirements carefully for the fund.

Paralympic Sport Club Community Grant Program

To be eligible for funding, applicants must be a Paralympic Sport Club (PSC) in good standing. The Paralympic Sport Club Community Grant Program is designed to support initiatives that: 1) identifies persons with physical or visual disabilities in need of sport opportunities, 2) involves one or more Paralympic sports, 3) develops partnerships with local sport organizations in program implementation and/or program support, 4) are designed for long-term sustainability.

Additionally, priority consideration will be given to applicants that meet one or more of the following criteria: 1) identify and secure matching funds or other tangible community support, 2) propose a new program concept that has not been previously implemented by another organization, 3) focuses on the recruitment and participation of individuals that are blind or visually impaired, have cerebral palsy or traumatic brain injury or are female, 4) focus on the sports of archery, biathlon, cycling, judo, nordic skiing, shooting, soccer, swimming or track and field.

**Note: only those organizations who are current and active members of the Paralympic Sport Club program are eligible for the Paralympic Sport Club Community 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/ Paralympic Sport Club Community Grant Program
Attn: Tim Willis
1 Olympic Plaza
Colorado Springs, CO 80909-5760

Questions for the U.S. Paralympic Sport Club Community 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.
- 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 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.

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.