



2017-2018
Youth Sports Enhancement Grant

2017-2018 Orange County Parks and Recreation Division Youth Sports Enhancement Grant

Grant Program Description

The purpose of the Orange County Youth Sports Enhancement grant program is to provide monetary support to qualified volunteer supports organizations that operate youth sports programs open to the public without qualifications. It is Orange County's intention to provide Capital Support through a prioritized award system that aids these volunteer organizations in providing programs that build character, enhance physical fitness, and provide mentoring and guidance to Orange County's youth.

Orange County Parks and Recreation Division provides funds through the Youth Sports Enhancement Grant Program. Funds are provided for qualified volunteer organizations operating youth sports leagues on public properties located in Orange County, but not owned by Orange County Government. These funds are allocated to assist with Capital Improvement Projects or equipment purchases. *If your organization is under a maintenance agreement with a municipality or a city you would not qualify for funding. There is a 50% match on any non-capital improvement projects.*

Examples of qualifying CIP and Equipment purchases

- ❖ Turf repair or upgrade
- ❖ Fencing
- ❖ Concession stands
- ❖ Bathroom building repair or upgrade
- ❖ Field Lighting
- ❖ Uniforms
- ❖ Balls
- ❖ Helmets
- ❖ Bats/Gloves

Who is Eligible?

The Orange County Board of County Commissioners has authorized a onetime appropriation of \$150,000 for this grant program. Eligible applicants for the Youth Sports Enhancement Grand funding will be allowed to receive up to the maximum of \$20,000 per application (some restrictions apply). A maximum of one application per organization will be accepted during a submission period.

Evaluation Criteria

To establish funding priorities, each project will be evaluated based on the following criteria. The rating for the following categories will be scored with the highest score being 98. A Youth Sports Enhancement Grant Review Committee, (GRC) consisting of Orange County Parks and Recreation staff will evaluate all applications submitted based on the criteria outlined herein.

1. Length of time organization has been in existence
2. Impact program has on the community

3. Programs for both genders
4. Accommodations for disabled players
5. Mandatory play rule
6. Requirement of good grades to play
7. Number of registered participants in the program
8. Number of volunteers (annual)
9. Number of volunteer hours (annual)
10. Percent of annual scholarships provided
11. Participation/Spectator fee
12. Matching funds amount
13. In-Kind Services provided
14. Project Management Plan
15. Sustainability

Award Process

The GRC will make a recommendation for funding to the Orange County Parks and Recreation Advisory Board (PRAB). The PRAB will review the applications and the GRC's recommendations and will make funding decisions at a regular Board meeting. Once the organization has been chosen for funding, a contract must be executed prior to any funding disbursement and project commencement. The contract will need to be supported with a detailed Site Plan, a Boundary Map (survey or a tax map), and the final cost estimate. Potential grant recipients will be invited to a future meeting to discuss the specific details.

Application Workshop

In order to aid applicants during the submission period, the Orange County Parks and Recreation staff will conduct an application workshop at Barnett Park. Adequate advance notice of this workshop will be given to all interested parties and organizations. An official representative of your organization is encouraged to attend.

Application Submission Information

Applicants must submit three (3) copies of the completed grant application and all supporting documentation on 8 ½ x 11 paper.

The standard required documents are listed as follows:

1. 2017-18 Grant Application
2. Certificate of Incorporation
3. Organization Bylaws
4. List of Board of Directors (Name, Address, Occupation, or affiliation for each member)
5. Organizational Chart
6. Application Exhibits A, B & C
7. Additional relevant information (if any)

The application submission are accepted and approved each month from October to June Submit the original application along with any attachments and two (2) complete copies to The Orange County Neighborhood Preservation & Revitalization Division, 450 E South Street, 3rd Floor, Orlando, FL 32801. Applications must be submitted no later than the first Monday of the month by 5:00 pm in order to be reviewed and approved for the month submitted. Please mail or deliver applications to the following address:

***Youth Sports Enhancement Grant
Orange County Neighborhood Preservation and Revitalization Division
450 East South Street, 3rd Floor
P.O. Box 1393
Orlando, FL 32802
Attn: Antwan Nelson***



2017/2018 GRANT APPLICATION

Please refer to the accompanying 2017/2018 YOUTH SPORTS ENHANCEMENT GRANT GUIDELINES to complete this application. Submit the original application along with any attachments and two (2) complete copies to The Orange County Neighborhood Preservation & Revitalization Division, 450 E South Street, 3rd Floor, Orlando, FL 32801

PLEASE PRINT OR TYPE

Applicant Contact Information

Applicant Organization Name: _____

Project Contact Name: _____

Mailing Address: _____

Street

City

Zip Code

Daytime Phone: _____

Fax: _____

Email: _____

Program Information

In the past year, has your organization entered into an agreement or held a Facility Use Contract with the Orange County Parks and Recreation Division or other municipalities?: _____

Number of years your organization has been in existence: _____

Does your program serve both boys and girls?: Yes No

Does your program have a mandatory play rule?: Yes No

Program Information Continued...

Does your program accommodate the disabled on and off the playing field?

Yes No

Does your program require a minimum school grade point average be met?

Yes No

Number of children served in the program per year: _____

Number of adult volunteers per year: _____

Number of volunteer hours per year: _____

Percentage of participants on fee reduction or scholarship: _____

Do you charge a participation fee?: Yes No

Do you charge a spectator fee?: Yes No

Do you charge a differential fee (residency) based on participant address?

Yes No

Describe your program and its value and program outcomes within the community (use additional pages if necessary):

Project Information

Name of Project: _____

Project Location: _____

**Include a location map that shows how to reach the site and label Exhibit A.*

Orange County Commission District: _____

Project Overview

Please provide the answers to the following questions. No more than six (6), 8 1/2 x 11 pages will be accepted for answers to questions 1-10. Requested attachments will not count toward the page limit. We require all submittals to be single space and no less than 10pt font.

NOTE: *This is a competitive grant program, only a limited number of grants will be awarded per County Commission district each calendar year.*

1. Description of the Project.

Describe your project and its value and program outcomes within the community.

2. Description of the need.

What are the consequences of not funding this project?

3. Site Descriptions

If this is an acquisition or development project, describe the physical characteristics of the site. If selected for funding a Boundary Map (survey or tax map) will be necessary to be submitted which identifies the site

4. Types of Facilities

Describe the types of facilities or improvements that the project contains. Include a draft sketch of your Site *Plan and label Exhibit B.*

Project Cost:

5. Include a preliminary itemized cost estimate for acquisition, design, construction, and equipment costs and label Exhibit C.

6. Are you receiving any other grant funding? If yes please explain.

7. Will you apply matching funding to this project? If yes, please explain and disclose amount.

8. Will you provide in-kind services to this project? If yes, give details and estimated dollar values.

9. Do you presently have in your budget operational and maintenance capability to support your requested project?

Project Schedule and Monitoring:

10. Project Schedule. Please outline your anticipated project timeline. *you may use the timeline provided in grant application

11. Monitoring/Management plan. Describe the monitoring process/management plan that your organization will use once funds are awarded.

Signatures

I hereby certify that the information provided in this application is true and accurate. I further certify that I possess the authority to apply for this grant on behalf of the applicant

SIGNATURE OF AUTHORIZED REPRESENTATIVE

DATE

Budget Summary

This budget summary must include the costs of all materials, labor and permits for your enhancement project. **You must use the lowest quote obtained to complete the Budget.** However, you must attach all business quotes to the application. All projects must have three quotes for each component.

***Organizations may be subject to tax on match amounts.**

CAPITAL PROJECTS

ACQUISITION (IF APPLICABLE)	\$	
DESIGN	\$	
CONSTRUCTION	\$	
EQUIPMENT	\$	
PROFESSIONAL SERVICES	\$	
PERMITS/IMPACT FEES	\$	
 TOTAL PROJECT COST	 \$	

UNIFORM /EQUIPMENT COSTS

NAME OF BUSINESS	EQUIPMENT/UNIFORM TYPE	TOTAL COST
		\$
		\$
		\$
		\$
		\$
TOTAL EQUIPMENT/UNIFORM COSTS		\$
MATCH REQUIRED 50%		\$
TOTAL GRANT REQUEST		\$

***ORGANIZATIONS MUST NOT INITIATE PROJECTS OR DELIVER DEPOSITS TO VENDORS/CONTRACTORS BEFORE DELIVERY OF AN ORANGE COUNTY PURCHASE O**

Project Key Steps

List in chronological order a detailed list of all the key steps or activities required to complete your project once grant funds have been awarded. Provide as many details as possible. Next to each step, please indicate how long it will take to complete the task. You will need to discuss this with all businesses that will be providing services or materials. Make sure to include planning, Reporting, permitting, and delivery time for all steps. *This is an estimate of the time frame it will take to complete your project.*

Key Step or Activity	Start Date	End Date	Team Member Responsible