

## **FOUNDATION GRANT GUIDELINES**

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The LA84 Foundation is endowed with Southern California's share of the surplus from the 1984 Olympic Games. As one part of its overall effort to expand youth sports opportunities in Southern California and enhance the public's understanding of the role of sport in society, the Foundation operates a grants program. The Foundation anticipates receiving many more requests than it will be able to fund. In order to help make the difficult funding choices, the Board of the Foundation has adopted the following Grant Guidelines.

To gain a better understanding of the Foundation's funding priorities and interests, carefully review the Eligibility section below. The Foundation accepts and processes grant requests throughout the year, however, pay special attention to the Deadlines section below to make sure that your application is submitted and reviewed by our board prior to the beginning of your sport season.

### **A. APPLICANT ELIGIBILITY**

The current objectives of the board encourage assistance to organizations that provide ongoing, structured youth sports programs. To be eligible the request must meet the following criteria:

1. Request funding for a sports program for youth ages 6-17;
2. Program must be located in one of Southern California's eight counties: Imperial, Los Angeles, Orange, Riverside, San Bernardino, San Diego, Santa Barbara or Ventura;
3. Request must come from an organization (no funding will be made to individuals);
4. Grants will be made only to organizations with open, non-restrictive membership that operate open to all regardless of race, creed, sex, sexual orientation, religious belief or nationality. Nothing in the Guidelines shall prohibit a program from specifying an age, sex, or physical capacity classification, as long as it is reasonable under all the circumstances, and is consistent with applicable law;
5. The organization must be certified as tax exempt under Section 501(c) (3) of the U.S. Internal Revenue Code and is not a private foundation as defined in section 509(a) of that Code. The organization must be in good standing with the Internal Revenue Service (IRS), the California Franchise Tax Board and the California Secretary of State.

### **THE CURRENT OBJECTIVES OF THE BOARD DISCOURAGE REQUESTS FOR:**

- Endowments
- Travel outside of Southern California
- Single, public or private school facilities or programs not including sports schools
- Routine operating expenses
- Purchase of land
- Debt recovery or incurring debt liability
- One or two-day annual events

## **B. PROGRAM RELATED CRITERIA**

To be considered for funding, the program for which funding is being sought must be a structured youth sports program that combines the essential elements of teaching, learning and competition. This means that the program must have knowledgeable coaches to teach the skills, a minimum of one (ideally two) practices per week so that children can learn and practice the skills, and at least one day in which they can put the skills they have learned together in a game-type situation.

**1. CHOICE OF PARTICULAR SPORTS:** The Foundation is prepared to consider requests for sports programs emphasizing so-called "minor" sports and sports for individual competition as well as more traditional team sports.

**2. QUANTITY (Number of Youth Served):** Other things being equal, we will give priority to programs that will reach large numbers, or large proportions of their targeted populations.

**3. QUALITY OF STAFF:** Grant proposals should describe in detail the nature and background of staff who will operate the youth sports programs. We will prioritize programs run by experienced, trained personnel. The Foundation is also prepared to support programs that utilize, under appropriate supervision, older youth as role models for younger children.

**4. NON-DUPLICATION:** Our aim is to provide programming in needed areas, rather than to substitute for existing alternatives. Priority will be given to projects where the probability of duplication is low.

In addition to these five major criteria for program support, there are others that, though perhaps of lesser import, will be given special attention wherever appropriate. These include:

**5. MEASURABILITY:** Will we be able to objectively assess the impact of the program?

**6. OVERALL PROGRAM QUALITY:** The Foundation will give particular attention to programs that may have an especially meaningful impact upon their participants. By this we mean that participation in the program significantly enhances their health, physical abilities, sense of pride in self, cooperativeness and sense of respect for others.

## **C. COST-RELATED CRITERIA**

**1. The Existence of Other Sources of Funding:** Priority will be given to proposals where Foundation funding comprises only part of the total funding for the program. The remainder of the funding may come from the local group or community in question, or from other organizations, including foundations and corporations. Consideration will be given to programs that combine public and private sector funding, taking advantage of the benefits of each. This criterion is most applicable to established groups. It may be modified in the case of new groups in the most resource-deprived areas.

**2. Continuity:** All Foundation grants will be for a finite period of time. Priority will be given to those requests that show signs of planning for subsequent financing when our grant concludes.

**3. Cost in Relation to Impact:** The Foundation will look closely at the overall cost of the program in relationship to the various other criteria, especially impact. Programs with high-dollar cost in relation to impact must be especially meritorious on other criteria if they are to be justified.

**4. Grants for Field of Play:** Field of Play requests will be considered only when:

- a) A special need can be established;
- b) A part of the funding will be met by matching grants or other devices that will supplement the Foundation's contribution;
- c) The cost is small relative to its potential service to the group or community in question; and
- d) The project must be completed within the grant period.

## **D. HOW TO APPLY**

### **1. ON-LINE APPLICATION PROCESS**

In 2010 the Foundation moved to an on-line application process. This two-step application process starts with Phase I. If it is determined that the request meets the Foundation's priorities and interests, the applicant will be provided with a link to prepare and submit a Phase II application.

**WE STRONGLY RECOMMEND THAT ALL APPLICANTS APPLYING FOR A GRANT USE OUR ON-LINE APPLICATION PROCESS.** If submitting your request online is not an option, applicants may contact our offices at 323-730-4600 to request a paper copy of the application.

### **2. REQUIRED DOCUMENTS:**

PLEASE MAKE SURE YOU HAVE THE FOLLOWING REQUIRED DOCUMENTS **BEFORE** BEGINNING AN APPLICATION:

- the organization's most current annual operating budget (include income/expenses to date)
- the most recent completed financial statement (If unaudited, then last two years of balance sheet, profit/loss statement and statement of cash flows)
- the most recent IRS form 990
- IRS tax status determination letter
- California tax status determination letter
- detailed program budget
- list of board of directors

**To confirm that you are in good standing with the CA Franchise Tax Board you may check the following website:**

[http://www.ftb.ca.gov/businesses/Exempt\\_organizations/Entity\\_list.shtml](http://www.ftb.ca.gov/businesses/Exempt_organizations/Entity_list.shtml)

**Please Note:** If your organization is awarded a grant, you will be required to:

- Supply us with a certificate of insurance naming the LA84 Foundation as an additional insured. (If you do not carry insurance, please explain in writing how you will cover liability issues that may arise from participation in your program.)
- Send your coaches to a coaching education course presented or approved by the LA84 Foundation.

### 3. DEADLINES

The Board of Directors meets three times per year. Proposals are accepted at any time on a first-come, first-served basis. Due to the number of requests we receive, it generally takes several months before the board takes action on the application.

The Foundation accepts and processes grant requests throughout the year, however the board meets three times a year, usually in January, June and October, to approve grant requests. It is suggested that each applicant carefully review the deadlines for each of these board meetings to ensure that the grant request will be approved prior to the beginning of the sport(s) season. Dates change annually and are available on our website.

### **E. CRITERIA FOR ASSESSING GRANT REQUESTS**

**1. POPULATION TO BE SERVED:** The Foundation intends to serve the same broad cross section that contributed so much to the success of the 1984 Olympic Games.

a). **UNDERSERVED POPULATIONS:** The Foundation will give special attention to sectors of the population known to be underserved by current sports programs.

- Within this broad arena, we anticipate giving special emphasis to those groups or communities that are most in need. These will often be communities of lower income. However, we will be careful not to duplicate services already being provided to those communities through other resources.
- While serving all youth ages 6-17, the Foundation will give special attention to girls, minorities, the physically challenged or developmentally disabled, and youth in areas where the risk of involvement in delinquency is particularly high.

b). **NON-ELITE LEVELS:** Funding is aimed primarily to youth who are not at elite levels of sports accomplishment.

- The Foundation recognizes that 60% of the total Olympic surplus went to the United States Olympic Committee and the various National Governing Bodies for the support of Olympic-level competitors. The funds that are part of the Foundation, accordingly, are aimed primarily to youth who are not at elite levels of sports accomplishment.
- Priority will be given to programs that do not turn away youth based on level of skill and that encourage all levels of play.

**2. GEOGRAPHIC PRIORITY - LOS ANGELES COUNTY:** The Foundation expects to receive grant requests from all areas in Southern California, and it intends to serve the whole region. Special consideration will be given to those areas that provided Olympic venues. However, we recognize that the 1984 Olympic Games were awarded to Los Angeles, and we have a particular obligation to this community.

## **F. ADMINISTRATION OF THE GRANTS PROGRAM**

Grants are one of our principal ways of furthering the aims of the LA84 Foundation. Through grantmaking as well as our other programs, we intend to further the heritage of excellence passed on to us by the success of the 1984 Olympic Games. To help ensure that grant funds serve these purposes, the staff of the LA84 Foundation intends to be an active participant in all phases of the grants process. We hope to get to know the prospective grantee organizations, to provide help in the formulation of grant applications and where possible to help in the solicitation of matching funds. For the requests that are approved for funding by the Foundation's board, we expect to stay informed about the program's progress through reports, to monitor program expenses and to be available to help if problems arise.