



## Grant Program Prospectus

1. Purpose
  - a. Provide financial support in the form of grants, to partially cover the cost of participating on a member AD swim team.
  - b. Support families with financial need or extenuating family circumstances.
2. Scope
  - a. Short Course season grants will be \$200 each. If the swim team provides additional financial support, AD will match up to an additional \$100 (total AD Grant not to exceed \$300 per swimmer). Long course grants, when available, will be \$100 each with a \$50 match. Grant funds will be paid to the member swim team when awarded.
  - b. **Every grant applicant who qualifies for a \$5 Outreach USA Swimming Membership must apply for it. Any grant applicant who does not qualify for an Outreach Membership may register at a reduced cost of \$21. These membership applications must be submitted on or before the date the grant application is submitted. No adjustments will be made for current members who have already paid the full membership price. The support provided by USA Swimming and AD Swimming to reduce membership fees under the Outreach Membership program are in addition to AD Grant funds. These are separate programs.**
  - c. Swimmers must regularly attend practices and demonstrate commitment throughout the season. The head coach is responsible for providing the Outreach Committee of AD Swimming with a written report at the end of the season. The coach's report form is available on the AD website and is required to be submitted within 10 days after District Championships. Reports will be used in consideration of further grants to the swimmer.
  - d. There is no limitation on the number of seasons in which a swimmer may receive a grant. Grants are awarded for a single season only.
  - e. There is no expressed limitation on the number of awards available to multiple athletes in a single family.
  - f. Grants will be determined by September 30 for the short course season from applications received by **September 15**. Additional grants will be determined by November 7 to accommodate any swimmers who registered late or teams having later registrations. All applications received by **October 24**, including those not awarded in the first round, will be evaluated in the second round of awards. Applications received after the October 24 deadline will be evaluated on a first come, first served, basis if funds are available.
  - g. At the end of the Short Course season, any remaining funds will be made available for Grants for the Long Course season. The deadline is **April 30**. Applications received after April 30 will be evaluated on a first come, first served, basis if funds are available.



### 3. Eligibility

- a. Athletes may be eligible for a grant if they have either of the following circumstances:
  - i. Demonstrated financial need – Financial need is independent of income level although, typically, those with the highest financial need will be of lower income. Applications received will be compared based upon income and expenses to assess financial need. Those athletes with the highest financial need will have preference in the selection process.
  - ii. Extenuating family circumstances – Other extenuating circumstances may impact a family’s ability to fund swimming costs. These might include a serious family illness, a significant loss of property due to fire or an extended absence of a primary wage earner. The Outreach Committee will consider applications that demonstrate an impending financial need based upon these serious events.
- b. Both categories of eligibility will require a complete application, including a statement of income and expenses. For applications involving extenuating circumstances, an explanation will be required, describing the relevant details and, specifically, how the family’s financial situation is expected to be impacted in the future.
- c. To be eligible for a grant, an athlete must register with an AD member swim team for the current season. Unattached athletes with no affiliation to an AD swim team are not eligible for consideration.
- d. Athletes must be between the age of 8 and 18 at any time during the season.

### 4. Application Process

- a. Applications are available on the AD website.
- b. The deadlines for submission of Outreach Grant applications are **September 15, October 24 and April 30**. Applications received after the 10/24 and 4/30 deadlines will be evaluated on a first-come, first served, basis if funds are available.
- c. During swimmer registration, member teams should inform swimmers that financial assistance is available in the form of grants.
- d. Submit applications to the athlete’s club team registrar in a sealed envelope marked “Strictly Confidential”. The registrar will forward the unopened application to the AD Outreach Committee Chair, and include a Club Outreach Declaration if applicable. Grant applications are NOT to be sent to the AD Registrar.
- e. The Chair will copy each application and redact any information that might identify the applicant. The redacted copies of the applications will be provided to a two member Application Review Committee to perform financial report reviews and make recommendations.
- f. The Application Review Committee will evaluate applications and provide a written proposal of grant funding to the Outreach Chair – based solely on the application and without any identification provided. The Outreach Chair will



- approve or disapprove the proposal and match application identities, then inform the parents and team registrars of the decision.
- g. The decision of the Outreach Committee is final and there will be no opportunity for appeal, although athletes may reapply in subsequent years.
  - h. Applicants will be required to sign a statement on the application asserting that all information provided is accurate. Intentionally falsified applications will automatically disqualify the applicant from any funding, current year and beyond.
  - i. Matching funds will be distributed upon submission of an AD Club Outreach Declaration in a timely manner. The declaration form is available on the AD website and should be included with the application packet if possible.
5. Confidentiality
- a. Only the Outreach Committee Chair will have access to information about a specific family's financial need or circumstances.
  - b. All other Committee members will have information limited to the application without any team, athlete or family identification.
  - c. If a Grant is awarded, the team will be notified, but will not have access to any confidential family information.
  - d. Application records will be kept by the Outreach Committee Chair in a secure location.
6. The Outreach Committee cannot be responsible for applications which are mailed to the wrong address or are otherwise not received. It is advisable to keep a copy of all application materials.