



**USA Track & Field Foundation Grant Inquiry Application  
Sponsoring Organization Information**

**Date:** \_\_\_\_\_

**Organization:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Daytime Phone Number:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Please check the box that best describes your funding request:**

- |   |  |                                 |
|---|--|---------------------------------|
| <input type="checkbox"/> Youth Programs   | <input type="checkbox"/> Officials           | <input type="checkbox"/> Other: |
| <input type="checkbox"/> Masters Programs | <input type="checkbox"/> Coaches             | _____                           |
| <input type="checkbox"/> Elite Programs   | <input type="checkbox"/> Zero Tolerance Plan |                                 |

**Organization's annual operating budget:**  
*List estimated annual income and expense for the current year.*

**Would you be available to present your request in-person to the Foundation Board of Directors?**

**Yes    No**



**We ask that you submit an inquiry summary (no more than two pages in length) which covers at least the following:**

- **A summary of your organization, including its mission, its relationship to USATF and its position in the sport of track and field. In addition, please include a separate attachment of your organizational chart which reflects senior management.**
- **A detailed description of how your club has been funded (i.e., local, community, in-kind-support) for each of the last 2 calendar years and how you plan to fund your program this year. For *each individual fundraising activity*, show total amount raised/total number of donors, and the number/percentage of club members actively involved.**
- **A description of the proposed project. This description should address whom the proposed project will serve. You are encouraged to describe your target base through such characteristics as gender, age, and socioeconomic level.**
- **A summary as to what distinguishes your program both in your community and, when appropriate, on a national basis. Please assess the impact your program will have on the sport of track and field and outline the components that will measure your impact.**
- **The specific amount of financial support requested.**
- **A detail of the proposed program's budget (separate from the organizational budget requested in the Grant Inquiry Application) - please include this as a separate attachment.**



**We prefer inquiry summaries that are on the letterhead of the sponsoring organization.**

**Note: For a USATF Foundation grant application to be considered, the Club agrees, and commits to providing, in detail, a full accounting (paid receipts, cancelled checks, other documentation) of how the grant was used, *specifically for the program* for which you were funded. A questionnaire will subsequently be sent for such purposes.**

**Send grant inquiry applications and summaries to:**

**USATF National Office  
Attn: USATF Foundation  
132 East Washington Street, Suite 800  
Indianapolis, IN 46204**