

WORKSHEET - NOT VALID GRANT APPLICATION
www.tonyhawkfoundation.org



GRANT APPLICATION WORKSHEET

This Grant Application WORKSHEET is valid through **March 1, 2010**.
The **online** grant application must be completed by Midnight, March 1, 2010.
All supporting documents must be postmarked by March 2, 2010 and sent to the following address:
Tony Hawk Foundation, 1611-A S. Melrose DR #360, Vista CA 92081

In order to consider your skatepark project for a grant, it is important that you present the most accurate, up-to-date information.

For more information, go to www.tonyhawkfoundation.org

If this application is coming from a non-profit organization other than a municipality, a copy of your IRS Determination Letter indicating your non-profit status **must** be submitted with the online grant application. The Applicant must itself be a public agency or a federally registered non-profit organization. Proof of federal non-profit registration, in the form of an IRS Determination Letter, is required. The Applicant must be the organization listed on the IRS Determination Letter.

If your organization has already applied for a Tony Hawk Foundation grant on two different occasions **or** received a Grant Award greater than \$1,000, you are not eligible to apply again.

Directions for completing the Grant Application:

1. **All questions must be answered and completed to the best of your ability.** We know that applicants may be in different stages of the skatepark-development process, and while you may not be able to answer every question directly, it is important that you do respond to the best of your ability (for example, if you have not already hired a professional designer, discuss *how* you will go about choosing a designer, and which firms, if any, you are considering).
2. **If you find that you are unable to provide most of the information requested, it is in your best interest to not submit an application until you can do so.**
3. **While not all supporting documents are required, the more thorough your application, the better we can assess your project's eligibility for a Grant Award.** Building a skatepark is a difficult task and we use the requested information to help determine which groups are not only committed, but have the support necessary to see the project through to completion.

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1. Identification of Applicant

- A. City and State where proposed skatepark will be located:

- B. Legal name of organization applying for grant (municipality or non-profit organization, as registered with IRS):

- C. Address of applicant's principal office:

- D. Names and addresses of members of organization's governing board:

- E. Name and title of individual responsible for submission of application (and address if different from above):

Telephone number:

E-mail:

- F. Type of entity (non-profit, municipality, school district, etc.):

- G. Federal Identification Number (non-profit organizations other than municipalities must also attach a copy of their **IRS Determination Letter** indicating tax-exempt status. This requirement does not apply to municipalities):

- H. May we include your contact information in a directory to be shared with other skatepark projects? Sorted by state, the directory enables skatepark advocates to seek advice from communities that have already been through the process:

2. Grant Request

- A. Amount of funds requested:

- B. Breakdown of how Foundation funds will be used:

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3. Qualifications of Applicant

- A. Does the Applicant oversee any other programs or activities? If yes, please describe them.
- B. Who oversees the applicant's budget?
- C. Please provide an estimated total cost of the skatepark:
- D. Please provide a breakdown of the total cost of the skatepark, divided into major categories, such as building materials, equipment, design expenses, etc.:
- E. Does the above cost include a land purchase? If so, how much did the land cost? If the land was donated, who provided it?
- F. How much money has been raised for this project?
- G. Provide a breakdown of where existing funds have come from?
- H. Provide a total for additional funds you anticipate (other grants, donations, fundraising income):
- I. Provide a breakdown of the additional funds you anticipate (source of funds and amount each will contribute):
- J. Median household income in vicinity of proposed project (required), with source of data (www.census.gov is recommended):
- K. Please provide any other statistics about "at-risk" youth in the region:
- L. What is your total annual municipal budget (amount)?
- M. What is your local parks-and-recreation department budget (amount)?

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- N. Where are the nearest existing skateparks, both public and private? Please provide the name of the city and state the skatepark is located in, as well as the distance from your proposed skatepark.

- O. Has your group (or any group assisting this skatepark) ever applied for a Tony Hawk Foundation Grant? If so, when did you apply, and what was the outcome? **Note:** If your group has already applied for a grant on two different occasions, you are not eligible to apply again.

4. Proposed Skatepark

- A. How far along are you in the planning or construction of this skatepark?

- B. What type of skatepark are you planning to build (e.g. indoor vs. outdoor, concrete vs. ramps, etc.)?

- C. What type of construction is the planned skateboard park (concrete, modular, hybrid, etc.)?

- D. Do you intend to allow BMX bikes in your skatepark?

- E. Has a site for the skatepark been selected?

If a site has been selected, what size is the actual skating area, in square feet?

- F. If you have it, please provide a percentage breakdown of expected users (e.g. 50% skateboarders, 25% inline skaters, 25% BMXers):

- G. Please provide details of local skateboarders' involvement in the project, such as design sessions, fundraisers and lobbying efforts:

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- H. Have you hired a professional designer?
- I. If you have hired a professional designer, please send us a copy of their resumé, plus any sketches or blueprints of the proposed design. If you have not hired a professional designer, send a preliminary design showing as much detail as possible of the skatepark you hope to build, and indicate who will oversee its design.
- J. Have you hired a builder/contractor? If so, attach their resume. If you are building a concrete park, please also include the names of the last three skateparks (name of skatepark, city, State) they've built:

If you have not yet chosen a builder/contractor, what steps have you taken, if any, to ensure that a qualified and experienced skatepark contractor will be hired?

- K. Will this be a free public skatepark, or do you plan to charge for entry?
- L. Will the skatepark be supervised on a daily basis? If so, by whom?
- M. Aside from daylight hours, general park hours, or city curfew, will hours of access be limited? If so, what is the limitation?
- N. Will the skatepark be lighted?
- O. When do you expect the skatepark to open?
- P. Under what circumstances would this skatepark **not** be completed?
- Q. Please give us a brief history of your project, with approximate dates. Please limit to the space provided.

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5. Supporting Documents for Application

Use this checklist to ensure all necessary Supporting Documents are included with your Grant Application.

- A. If this application is coming from a non-profit organization other than a municipality, a copy of your IRS Determination Letter **must** be submitted with this application.
- B. Please include documentation of community support for your skatepark (such as newspaper clips or letters from prominent officials).
- C. A copy of your skatepark design **must** be submitted. A final design of the proposed skatepark is preferred, but a preliminary design is acceptable. The Tony Hawk Foundation Design Committee will review each skatepark design, make recommendations to the Board of Directors, and may return the diagram to applicants with comments and feedback. Including a copy of your skatepark design helps the Board understand the scope of your project.
- D. If you have hired a professional designer, please include a copy of their résumé.
- E. If you have hired a builder/contractor, please include a copy of their résumé.
- F. Please include the most recent financial statements and budget of skatepark committee, if any (please don't include your municipality's entire budget. We just need to see numbers pertinent to the skatepark project).

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For the latest information and deadlines, go to www.tonyhawkfoundation.org