

***Let's Play* Information**

Youth Recreation Grant Program

MISSION

Enhance the quality of existing non-profit youth recreation programs in Western Elmore County

HOW GRANT MONEY IS AWARDED

FIRST: Western Elmore County Recreation District (WECRD) annually appropriates “*Let's Play*” funds through the budgeting process. WECRD requests applications from Western Elmore County & forwards the applications to *Let's Play* Committee (LPC).

SECOND: LPC is a committee of residents that are actively involved in youth recreation organizations, i.e. leaders or representatives. Any youth organization that applies for the *Let's Play* grant can have a representative on the LPC. A chairman of the LPC will be selected annually. LPC and WECRD cooperatively arrange community publicity of grant and application availability.

LPC collects & reviews all applications to assure applications are complete. LPC forwards applications to Let's Play Board (LPB). A WECRD Director can be available to clarify questions at the LPC meetings, but will not be a decision maker.

THIRD: LPB is selected by the LPC. Three LPC members will be chosen to represent the LPC on the LPB. Length of residency, experience in youth recreation and sincerity of fairness to all groups will be assets considered when selecting LPB members. LPB members will be selected for three year terms, with one board member being replaced annually. A WECRD Director can be available to clarify questions at the LPB meetings, but will not be a decision maker.

LPB evaluates applications based on specified application requirements. LPB determines funding recommendations based on evaluation results.

LPB coordinates their funding recommendations and the WECRD funding available and designs an equitable distribution of WECRD funds to qualifying groups. Equitable distribution decisions will be made based on the number of youth served/participating and the number of active volunteers in the organization the previous year. Those organizations serving the largest number of youth and involving the largest number of volunteers will receive more funding than smaller organizations. LPB forwards funding recommendations for disbursement of all the *Let's Play* grant funds to WECRD.

FOURTH: WECRD funds recommendations, disburses funds.

FIFTH: Annual evaluation occurs. Funding recommendations are given to the WECRD by LPC & LPB. WECRD evaluates “*Let's Play*” results and determines continued funding through the budget process for the subsequent year.

DOES YOUR ORGANIZATION QUALIFY?

The organization may qualify if it meets the following requirements.

1. The organization is not affiliated with any government agency; is non-profit; holds a non-profit tax ID number; does not discriminate because of race, creed, color, gender, national origin or religion. (The non-profit

organization may discriminate based on gender if gender is a qualifying factor to determine whether the youth can participate in the activity.)

2. The organization does not pay administrators, employees or coaches. (umpires/referees would be exceptions).
3. The application is for an overall non-profit organization, not for individual teams/groups within the organization.
4. The organization seeking funds has been in existence for at least 12 months and has provided youth (18 years old and younger) recreation programming in the last 12 months.
5. The organization provides alcohol, tobacco & drug free activities.
6. The organization does not make available to minors any sexually explicit or erotic materials in its website, its links to websites or in any other form. If there is any disagreement by the LPC as to whether something is sexually explicit or erotic, the Western Elmore County Board of Directors shall make the final determination as to whether something is sexually explicit or erotic.

APPLICATION PROCESS

After meeting all the above criteria, qualifying non-profit organizations need to:

1. Complete an application (neatly organized and including all requested material) and submit it in hard copy ONLY to the WECRD (mail or drop off to address listed above).
2. Have application postmarked or delivered no later than February 21, 2012. Applicants will be notified by March 30, 2012 of the funding decision.
3. Grant awards will be mailed to recipients.
4. Recipients will provide a short written summary report to the *Let's Play* Board no later than December 31, 2012, regarding the use of the funds and the benefit it had on local youth. Reports should be delivered to the WECRD office which will collect the reports for the *Let's Play* Board.

ALL APPLICATIONS NEED TO PROVIDE THE FOLLOWING

1. The name of youth organization; a brief explanation of the service/recreation provided to youth 18 years old and younger; the number of years the organization has been in existence. Verification of non-profit status, i.e. federal tax form W-9.
2. Proof of liability insurance.
3. Name of all board members and primary contact information for the organization.
4. Previous year's official registration information: including official team rosters with names and phone numbers.
5. Previous year's adult volunteer list: including names and phone numbers.
6. An explanation of how the grant money will be used, this may include organization specific projects that will enhance the recreational experience of youth.
7. Description of sources of organization's current income.
8. Any additional information requested.
9. Signature of organization's president agreeing to: A) accuracy of application facts B) post the '*Let's Play*' logo on appropriate material, i.e. banners, flyers, posters etc. C) spend funds as presented D) submit report detailing how *Let's Play* grant was spent and helped youth E) acknowledge that eligibility for future *Let's Play* funding can be affected by the success or failure to accomplish all requirements.