

# GRANT APPLICATION

Dear PNSA Grant Applicant,

This form is designed for you, your parents, and your coach to tell the PNSEF Grant Committee why you deserve to receive financial assistance to pursue your skiing and life goals. It requires yearly financial planning and a budget for this particular race/project/training camp.

Your application requires a copy of the front page of your parents' latest IRS Form 1040 Tax Return and your coach's recommendation before the application will be considered. If your parents (or you) are self-employed, a copy of Schedule "C" from the Tax Return is requested. Also, please send us a picture for our files, preferably of you skiing, that may be used for public relations displays in the future.

**Please print or type and send to:**

**PNSEF  
Grant Committee  
2671 Flowery Trail Road  
Usk, WA 99180-9740  
Email: [pnsa@pnsa.org](mailto:pnsa@pnsa.org)  
Phone: 509-445-4454  
Fax: 509-445-4455**

**CHECK LIST (all documents due in PNSA office by December 31<sup>st</sup>):**

- Competitor Application Form
- Coach's Recommendation Form (or letter) (Signed)
- Parents' Form
- 1040 Tax Form (front page only)
- Schedule "C" Tax Return (If you or your parent is self employed)
- Picture - skiing if possible, to be used in Public Relations exhibits
- Project/Event form (Signed) **(due two weeks prior to event).**

**NO grant request will be processed if any of the above forms are missing or incomplete.**

**Note:**

Any competitors who **think** they will be requesting funds for the coming race season must submit a grant application (competitor application form, coach's recommendation, parents form, and financial information) to the PNSA office no later than December 31<sup>st</sup>. *The Project/Event form can be submitted two weeks prior to each specific event for which funds are requested.* If you have a change in your status or circumstances, you may submit updated information throughout the season.

# GRANT GUIDELINES

## The basic purposes of PNSEF are:

- To grant financial assistance to talented skiers and snowboarders to help them achieve their goals in competition;
- To educate the skiing public in all facets of ski competition which may include financial assistance to competitors;
- To carry on and sponsor educational and related activities designed to provide competitive skiers with full knowledge about their events;
- To sponsor and maintain education programs designed to train qualified officials needed for competitive skiing events;
- To assist in the education of qualified ski coaches;
- To provide scholarships to worthy competitors to assist them in pursuing college, university and post-graduate studies;
- To enlist public interest and cooperation in carrying out these purposes.

## GUIDELINES

In order that all applications for grant monies from the Pacific Northwest Ski Education Foundation are processed on a fair and equitable basis, the following guidelines are set forth.

## INDIVIDUAL FUNDING REQUESTS

1. Grants from PNSEF will be limited to PNSA programs or persons who are current paid members or representatives of PNSA.
2. The specific purpose for the grant should be clearly stated and supported by a budget outlining exactly for what the funds will be used, WHERE OTHER FUNDING SOURCES ARE AVAILABLE, AND WHERE OTHER FUNDS ARE SOUGHT.
3. The time period for the grant should be specified.
4. Funds requested must be for an approved function outside of the PNSA Division and must be for a specific event. Only on very rare occasions will Seasonal Grants be considered. In such cases the competitor will be required to submit a periodic report with results to that date. If results do not show satisfactory progress or an injury has occurred, the Grant Committee has the right to stop funding.
5. An individual may request up to \$1000 per application with a maximum of \$2000 per calendar year. Grants requested in excess of \$1000 or \$2000 require special consideration by the Board of Trustees.
6. Grants are awarded for projects from January through April of each year.
7. Only J2, J1, OJ (Older Junior - Nordic only) and Seniors will be considered for individual grants. J3 competitors will be considered for funds only for an approved function outside of PNSA Division.
8. As a requirement of any grant, a follow-up report must be submitted from the recipient within 30 days of the conclusion of the project, including a full financial accounting and, if possible, an action photo.

## **GROUP PROJECT FUNDING**

Specific projects would include those events for which certain groups would be invited such as dryland or on snow training camps. The person in charge of the project should submit a written request to the PNSEF office. The request would give as much detail as possible including funds requested, proficiency level of participants, number of participants involved, cost to participants, location, date of event, coaches involved, etc. so the Grant Committee can make an informed decision. A letter of approval from the Chair of the appropriate Competition Committee must be included to show this specific project is approved by the committee. This will preclude funds being requested for unauthorized projects. The funding of such projects will be over and above any projects specifically stated as a line item in the PNSEF budget.

### **EVENT EQUIPMENT GRANTS**

Grant requests may be submitted for special equipment necessary for the conduct of a race. Such requests must include all information necessary for the Grant Committee to make a decision such as to why the special equipment is required, whether it is for a one-time or permanent basis and any other pertinent information. Such requests must have the approval of the appropriate Competition Committee. Requests for funds in excess of \$1000 will require full Board of Trustees approval.



# PROJECT/ EVENT BUDGET

(DUE TWO WEEKS BEFORE YOUR EVENT)

USSA ID #:

Name:	Name of Event:
Phone:	Date of Event:
Email:	Head Coach:

**Projected Budget:**

INCOME	AMOUNT	EXPENSES	AMOUNT
Parents		Travel	
Own income		Food	
Sponsor, local help		Entry/ Lifts	
Other foundations		Housing	
Other funding		Car/van rental	
<b>Total</b>		<b>Total</b>	
Amount you are requesting from PNSEF		\$	

1. Have you received a PNSEF grant before and, if yes, for how much? Date \_\_\_\_\_

Amount:

Did you send a follow up report?

2. Is this a one-time-only request or do you anticipate the need for further funding this year?  
Please explain.

3. How has your season been going this year?  
(remember that we last heard from you before Dec. 31)

*(Please attach itinerary and/or project information sheet)*  
**TO THE BEST OF MY KNOWLEDGE THE ABOVE INFORMATION IS CORRECT.**

Athlete's signature:	
Parent's signature:	
Date:	

# PARENTS' FORM

(due by Dec. 31<sup>st</sup>)

This information will remain confidential and will be reviewed only by the grant committee (include a copy of the first page of your most recent IRS 1040 form and, if self-employed, Schedule C).

Name of applicant:		
Parent Names:		
Parent emails:		
Address:		
Phone:		
Parent Employers:		
Parent Income:		

Please indicate why your family needs this grant (include any special circumstances that may affect family expenses.... medical, other children in college etc.):

Other children in the family who are ski racing: (Level refers to Mitey Mite, JO's, FIS etc.)

Name:				
Age:				
Level:				

What has it cost your family in the previous year to fund all those racing in your family?

Will your expenses be any different this year?

Is there anything else that you feel you would like the committee to know about your family's financial situation that might help us with our grant decision?

Please indicate what activities you will participate in this year to help support the racing program in your area:

Please return this application with the competitor grant form, coach's form and a copy of your 1040 form or schedule C (if self employed) to the PNSA office.

# COACH'S RECOMMENDATION FORM

(Due by Dec 31st in the PNSA office)

**RACERS: GIVE YOUR COACH A COPY OF THIS FORM WITH PLENTY OF TIME FOR HIM/HER TO FILL IT OUT.**

**THE COACH IS TO MAIL IT TO PNSA**  
**(This document will only be viewed by the grant committee)**

<b>Name of Applicant:</b>	
<b>Coach's Name:</b>	
<b>Phone:</b>	
<b>Email:</b>	
<b>Address:</b>	
<b>Program name:</b>	

Rank the individual on a scale of 1-10 (10 being the top athlete of your coaching career)

Rank	1	2	3	4	5	6	7	8	9	10
Work ethic on the hill										
Work ethic at dry land training										
Potential as a ski racer										
Helpful to program										
Supports program fund raisers										
Family's financial need										
Efforts to find other financial help										

Why do you recommend this racer for a grant: (added support to items checked above). Your honest evaluation of the athlete's ability and financial need are essential.

<b>Signature</b>		<b>Date</b>	
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Coaches: send this evaluation to

**PNSA**  
**2671 Flowery Trail Road**  
**Usk, WA 99180-9740**  
**Fax: 509-445-4455**