



## USA Archery

4065 Sinton Road, Suite 110

Colorado Springs, CO

80907 USA

t/ 719 866 4576

f/ 719 632 4733

[www.usarchery.org](http://www.usarchery.org)

### Ann Hoyt/ Jim Easton JOAD Grant:

The Ann Hoyt/Jim Easton JOAD Grant is made possible by archery legend, Ann Hoyt and current supporter of youth archery, Jim Easton. Through contributions from the Ann Hoyt Legacy Fund and the Easton Sports Development Foundation JOAD clubs can request funds for items such as target butts, stands, archery equipment, general supplies, and coaching certifications.

The grant is administered by USA Archery for USA Archery JOAD Clubs only and is not a loan. Grantees (USA Archery JOAD Clubs) are required to plan programs, submit grant proposals, respond to inquiries, keep scrupulous records of finances and program participants, and produce written reports to the grantor (USA Archery) on finances, program goals and accomplishments.

### Club Requirements:

USA Archery distributes grants to benefit USA Archery JOAD Clubs in good standing. These grants can be used for target butts, stands, archery equipment, general supplies, and coach certifications to support growth of the club's infrastructure.

Intent of this grant is long term equipment usage; please do not request target faces and high-performance equipment that would benefit individual archers.

Grant requests should not exceed **\$2,000.00**

Applicants do not need to be a qualified 501(c) 3 organization in order to receive funding; however, the club must have its own unique entity established and an Employee ID Tax Number assigned by the IRS (separate from any other for-profit business). The club must also be able to furnish a W9 identifying the club's name as registered with the IRS and the Tax ID assigned to the club. In other words, the club name must be listed on the W-9 and be legally connected with the listed Tax ID. Club finances may not be run through personal banking accounts.

### To be qualified, USA Archery JOAD Clubs must meet the following conditions and submit the following materials:

1. Club must be a USA Archery JOAD club and have a current membership with USA Archery
2. Club must have at least one Level II, or above, current certified instructor
3. Must submit a completed grant application
4. In the application it must submit a brief history or mission of your club
5. Grant application must have a two year strategic plan for the use of the funds and equipment
  - a. How will you measure your success?
  - b. Timeline for purchase of equipment?
  - c. Plan of use of equipment
  - d. How will this equipment help grow and improve your club?
6. Grant application must include a detailed list with a breakdown of the items that will be purchased with the grant money to include: quantity, cost, and vendor for the supplies



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7. Must submit a list of club members and the certification level of the coaches involved in the club
8. A list of the key sources of revenue for the club and amounts received during the last year
9. Must submit a completed W-9 (JOAD Club name and name on the W-9 must match exactly)
10. Supplemental information may be asked for to support the grant
  - a. Any supplemental information, materials, examples provided in addition to the proposal that will help the US Archery Staff and JOAD Committee evaluate the application

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### **Grant Application Deadlines:**

Requests may be submitted at any time. USA Archery will review grants two times per year. Applications must be submitted for review by April 1st and September 1st, 2014

Applications submitted after these deadlines will not be considered until the following grant period. Applications submitted after September 1<sup>st</sup> will not be considered and club must re-submit the following year.

### **Grant Submission:**

Grant proposals must be submitted via e-mail to [clubs@usarchery.org](mailto:clubs@usarchery.org).

### **USA Archery Grant Review and Selection Process:**

Proposals will be evaluated by the JOAD Committee and USA Archery staff or their designee(s). Successful applications will be notified within 10 days of acceptance.

### **If Awarded Grant Funds:**

1. The club must agree to all the terms and conditions, brought forth by USA Archery.
2. A club must be a current USA Archery JOAD Club for least two years after awarded the fund. If the club disbands, it will be responsible for paying back the full grants funds awarded.
3. The club will be required to submit receipts for all equipment purchased for grant funds
4. Along with receipts, a club should submit a letter to USA Archery on how the grant has been successfully used
5. The club can only be awarded funds once a year. The club may re-apply for a grant the following year.

### **Project Completion and Satisfaction of Performance:**

The grant agreement with the successful applicant shall contain contractual provisions requiring the grantee to verify actual disbursements from their program for approved expenses. Grant terms and conditions will allow for administrative, contractual, or legal remedies in instances in which the club violates or breaches the grant terms, and shall provide for appropriate remedial actions.



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