

TSAA Hosford Grant Committee Guidelines

Mission

To administer funds of the Seed money for the Hosford Evergreen Archery Fund (SHEAF), thus honoring the wishes of Jim and Mildred Hosford:

“The money should be used for the growth of archery in Texas and the development of the youth movement.”



Grant/Loan Application Procedures

The Texas State Archery Association (TSAA) is pleased to offer its member organizations the opportunity to submit grant/loan application proposals for consideration. Grant/loan proposals are due to the TSAA secretary by December 31. Announcement of successful applications will be made at the TSAA state indoor tournament. By submitting a grant application to the TSAA, the leader of the organization (Grantee) that will propose and sponsor the program must attest that the proposal has credibility, and that the organization will comply with all expectations of the TSAA stated in this document and the accompanying form and instructions.

Expectations

ELIGIBILITY: The club applying must be a chartered club through USA Archery and members must be Texas residents.

DURATION OF GRANT: A grant/loan proposal must be represented as a single project that has a beginning and ending point. A proposal activity must be initiated and concluded within the same year the award was given. Repayment of the grant/loan is expected within 4 years of the date from the grant/loan with no interest payments. A default on the grant/loan will require forfeiture of all equipment purchases with the grant/loan.

PROPOSAL: Grant/loan proposals must be submitted to the TSAA as instructed and outlined on the Hosford Grant Proposal Application Form. If any questions should arise in the preparation of the proposal, contact president@texasarchery.org

PRIORITIES: The Hosford Committee will act on each proposal that meets the requirements for submission based on its relative cost/benefit significance to the needs of the TSAA members. First preference of the Hosford Committee will be given to programs that promote youth participation. Of special interest to the committee are projects such as:

- Youth archery programs
- Collegiate archery programs
- Educational materials
- Coaches and officials training
- Equipment purchases (e.g. sport equipment)
- Studies (e.g. training effects, sports safety) that are not otherwise fundable by other resources

The TSAA Hosford Committee will give greatest attention to programs that are partly funded by the applicant or outside sponsors. Matching fund proposals will be given top priority for Hosford grants.

ALLOCATIONS: Applicants will be notified within 60 days of the grant application or at the TSAA state indoor tournament as to the action taken by the Hosford Committee. Allocation of funds to successful applicants will begin as soon as possible following notification.

Email both pages of the Hosford Grant Proposal Application Form, along with supporting information to: president@texasarchery.org

Hosford Grant Proposal Application Form: Page One

1. Name and Address of Sponsoring Organization

2. Date of Club Charter with USA Archery: _____

3. Project Director Information:

Name: _____

Title: _____

Address: _____

Phone: _____

Email: _____

4. Amount requested: \$_____

5. List past years your club received funds: _____

6. Title of Project: _____

7. Project Abstract Executive Summary

8. Project Director Signature: _____

Date: _____

Hosford Grant Proposal Application Form: Page Two

9. Proposal

The Hosford Grant Proposal Application Form requires a brief Project Abstract that characterizes the nature and significance of this Project. Use the following outline and attach a detailed description of the proposed activity and accompanying documentation.

a. **Problem**

What is the essential need that justifies this proposal?

b. **Objectives**

What is (are) the specific activity (s) that if funded would resolve or impact effectively on the problem? How will you evaluate whether the objectives were met?

c. **Plan of Action**

What are the specific steps to achieve the proposal's objectives?

For each step provide:

- i. **Time Frame:** Using either specific date of onset
- ii. **Activity:** What is to be done within the step? How will it be done?
- iii. **Key Staff:** Who are the key staff, volunteers, consultants, etc?
- iv. **Proposed Budget:** Specify what costs are to be incurred that are to be covered by the Hosford Grant (NOTE: total must equal #4 on page one)
- v. **Payback Plan:** What are the plans for generating the money to repay the grant?

d. **Related Support**

What other support, whether value-in-kind or monetary is being given to the project? (Matching fund proposals are given priority.)

e. **Justification**

Why are these resources necessary to support the activity?

f. **Is this proposal being submitted, or has it been submitted to other organizations? Yes / No**

If yes, indicate details in the proposal.