



YOUTH SPORTS GRANTS

APPLICATION FOR TRAVEL FUNDING

This form is an application for up to \$5,000 in travel funding from the North Carolina Youth Outdoor Engagement Commission. Per statute, travel funding is capped at \$5,000 per county, per year.

Visit www.GoOutside.nc.gov/youth-sports-grants to check your county's award cap status.

HOW LONG IS THE APPLICATION PROCESS?

Applications are accepted on a rolling basis throughout the year. Annual funds are limited, so we encourage applicants to submit their completed applications as soon as possible.

As participation in competitive events e.g., tournament finals, can often be short notice please contact our staff if you are concerned about receiving funding in time for your event.

For guidelines and FAQs please visit GoOutside.nc.gov/youth-sports-grants

HOW CAN I ACKNOWLEDGE THE COMMISSION?

If your application is successful, you may wish to acknowledge the Commission's support. Some ways to do this include:

- Mention us in your newsletter, website or magazine.
- Share photos of your event on social media and tag us with [@GoOutsideNC](https://twitter.com/GoOutsideNC).
- Approach local media outlets (newspapers, radio stations, etc.) about our support.

To check your grant eligibility or for more help, visit GoOutside.nc.gov or email GoOutside@nc.gov



NORTH CAROLINA
YOUTH OUTDOOR
ENGAGEMENT COMMISSION

CHECKLIST

PLEASE REVIEW THIS PAGE FIRST

Has your county reached its \$5,000 cap?

Per statute, travel funding is capped at \$5,000 per county per year. Visit www.GoOutsidenc.gov/youth-sports-grants/apply to check your county's award cap status.

Have you reviewed and understood our guidelines?

Ensure you have read our guidelines in full before submitting your application. Current guidelines can be viewed and downloaded from www.GoOutside@nc.gov/youth-sports-grants/apply

Is your organization eligible?

In order to be eligible your organization must be a North Carolina city/county government unit, K-12 school (public, private, or charter), or a registered 501(c)(3) nonprofit whose mission and values align with our own.

Important note for two organizations applying in partnership:

This application form must be signed by both organizations. The financial contact signature should represent the organization that will receive the funds.

Grant funds will be disbursed within 45 days of your event date.

If you will need to make deposits prior to that date, please indicate this in your application. Please note that we cannot provide additional funds to an existing grant once it has been awarded.

Have you attached cost evidence?

If you can provide quotes for travel expenses, submit those with your application.

Have you attached a completed Sub-W9 to your application?

Not to be confused with a W9. We require a Sub-W9 in order to pay out funds to grantees. If your organization/school has received a grant from us in the past two years, you do not need to attach your Sub W-9.

Do you understand that if your application changes, you must submit an Amendment Form?

Any alteration, before or after funding, such as a change in project timeline, location, equipment, or point of contact must be detailed on an Amendment Form and submitted to us for approval prior to funding being spent. Amendment Forms can be downloaded from www.GoOutside.nc.gov/youth-sports-grants/apply

Do you understand that unused funds must be returned to us?

Contact us or go to www.GoOutside@nc.gov to learn how to return unspent funds.

Do you understand that unapproved or improper use of funds may result in you being required to return the full grant award?

Improper spending includes deviations from an approved grant application, or spending of funds prior to approval of an Amendment Form. Review our guidelines to learn more.

Have you answered every question and signed the application form?

If you're the person filling out this form, you must belong to or be employed by the applicant organization and have the authority to answer any questions we may have. Please note we cannot accept incomplete applications.

IF YOU'VE CHECKED ALL THE ABOVE, YOU'RE READY TO START!



YOUTH SPORTS GRANTS

APPLICATION FOR TRAVEL FUNDING

1. Full name of your organization/school:

2. County:

2a. School district (if applicable):

3. Your organization/school's address details:

Physical street address

City/town/zip

Mailing address (if different e.g. for a school district)

City/town/zip

Phone number

4. Main contact:

This is the lead person we'll contact if we have questions (if this individual changes please see our guidelines).

Name

Position/title

Email

Phone number

5. Administrative contact:

This is the organization/school's administrator e.g. Principal

Name

Position/title

Email

Phone number

6. Financial contact:

This is the person responsible for reconciling audit e.g. Bookkeeper/Accountant

Name

Position/title

Email

Phone number

7. Youth team name:

8. Event the youth team is competing in:

9. Event location:

10. Number of youth competitors:

11. Age range of youth competitors:

12. Date of event:

Please be specific and tell us to the best of your ability the actual date or month of the event you are attending. If you will need to make deposits, please include these dates.

13. Have you attended this event before?

Yes | No

14. Summary of the event:

15. Is this event State, regional, area, or national?

16. How will the youth team be competing in this event?

17. Have you applied to any other organization for funding?

Yes | No

17a. If yes, please provide details (name of funding organization, date applied, outcome):

18. How much are you requesting?

The award cap is \$5,000 per county and/or sporting team/group.
\$

19. Will grant funds lower the cost of attending for the youth competitors?

Yes | No

20. What travel expenses are you requesting funding for?

Please specify the transportation type e.g. activity bus, charter bus, train (if applicable).

21. Has your organization/school received a grant from us in the past two years?

Yes | No

If you answered yes, you do not need to attach your organization/school's Sub W-9.

22. Cost breakdown - Please show summary of cost evidence here:

e.g. Transportation:	\$
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e.g. Lodging:	\$
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	\$
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Total:	\$
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23. Additional comments (optional):

24. Has your organization/school received a grant from us in the past two years?

Yes | No

If you answered yes, you do not need to attach your organization/school's Sub W-9.

FINAL SIGN OFF

Note: Please ensure all questions have been answered, that you have reviewed our guidelines in full, and that your application is fully signed before submission. Please note we can only accept applications as digitally signed PDFs and hard copies (or faxes of original hard copies) - we cannot accept photocopies/photographs of applications.

- We confirm that any funds received as a result of this application will be used only for the purpose and quotes for which they were approved and that we will send copies of all invoices, receipts, and bank statements within 30 days of expenditure, proving they have been paid. We will return any money we don't spend to the N.C. Youth Outdoor Engagement Commission.
- We agree to use funds within 60 days of receiving them, unless an amendment has been approved by the N.C. Youth Outdoor Engagement Commission.
- We agree to comply with requests from staff of the N.C. Youth Outdoor Engagement Commission for further information regarding the receipt and use of funds.
- We confirm that we have reviewed the Youth Sports Grant guidelines in full. Furthermore we agree to comply with all Youth Sports Grant guidelines.

We declare that the information provided in this application is true and correct to the best of our knowledge and that we have the authority to make this application on behalf of our group:

Signature 1: Main contact (e.g. Teacher) Date

Full name

Position/title

Signature 2: Administrative contact (e.g. Principal) Date

Full name

Position/title

Signature 3: Financial contact (e.g. Bookkeeper/Accountant) Date

Full name

Position/title

HAVE YOU COMPLETED EVERYTHING?

Please complete the checklist to ensure you have attached everything we need. Send your completed application and any attachments directly to:

EMAIL
GoOutside@nc.gov

FAX
919-707-0148

POSTAL
**N.C. Youth Outdoor Engagement Commission
1715 Mail Service Center
Raleigh, NC 27699**