



October 7, 2008

Dear Youth Sports Leader:

The Providence After School Alliance (PASA) is pleased to partner with Bank of America, the City of Providence, and Good Sports in announcing the winter and spring 2009 *Young Athletes* grant program. These partners are embarking on a comprehensive initiative to support and strengthen youth sports and recreation in the City of Providence for middle school age youth.

**This grant program will provide up to \$30,000 worth of sports and recreation equipment and cash grants to non-profit sports and recreation organizations. This year, PASA's top priority will be to fund programs that can be offered as part of the structured AfterZone schedule during the school year's winter and/or spring sessions (January 20, 2009– April 3, 2009 and April 20, 2009 – May 28, 2009) for middle school youth.**

PASA, inspired by Mayor David N. Cicilline, seeks to expand and improve after-school opportunities for the youth of Providence. PASA has created three after-school campuses – or “AfterZones” – in the Providence neighborhoods where most youth live and recreational facilities are concentrated. The AfterZones offer a variety of engaging learning activities for youth ages 11-14 four afternoons a week, from 2:45 – 5:15 p.m., for 27 weeks during the school year. Youth interviewed by PASA have repeatedly asked for more sports and recreation programs which PASA would like to add to the AfterZone schedule.

With the grants made through this program, PASA hopes to inspire sports and recreation leagues and associations to offer quality programming to the middle school youth (ages 11-14) signing up to participate in the AfterZones during the school year. Applications for winter and spring sports and recreational activities (application form available online at [www.mypasa.org](http://www.mypasa.org)) **will be accepted until Friday, November 7th.** Finalists will be required to participate in an in-person interview in Providence on Monday, November 24<sup>th</sup>.

A technical assistance session for those interested in learning more about these grants and receiving help with a particular idea will be held from 11:30-12:00 on Wednesday, October 15, 2008 and Wednesday, October 22<sup>nd</sup> from 6:00 – 6:30 at the PASA Office at 17 Gordon Avenue, 2<sup>nd</sup> floor meeting room.

Please see the application process and criteria in the attached documents. All applications will be processed, reviewed and selected by December 19, 2008. If you have any questions about the process, contact me at 401-490-9599 x 101.

Best regards,

Hillary Salmons  
Executive Director, PASA



## ***Youth Sports & Recreation Initiative Partners***

### **Bank of America**

Committed to supporting the youth of Providence, Bank of America has made a two-year \$200,000 commitment in support of the Providence After School Alliance and PASA's effort to build a lasting system of quality programming for the more than 6,000 middle school youth in Providence. Bank of America shares Mayor David N. Cicilline's priority of developing the full potential of the City's youth and was pleased to join the Wallace Foundation in contributing to building a system of after school programming in Providence.

### **Good Sports**

Good Sports is a non-profit organization that distributes sports equipment to community-based athletic programs in low income, urban areas. Its mission is to increase urban youth participation in organized sports by targeting one of the major factors limiting participation—access to sports equipment. Good Sports has provided approximately \$1 million worth of sports equipment to support 50,000 Massachusetts youth and is proud to be a part of this partnership to support sports and recreation for Providence youth.

### **City of Providence**

The City Council and Mayor David N. Cicilline have invested a total of \$390,000 to support the operations of the Providence After School Alliance's community-run programs that serve 2,000 middle school youth who participate in the AfterZones that operate four days a week in every middle school from 2:30-5:15. The City's funds come from the Community Block Grant initiative as well as a direct grant from the City. The Providence School Department keeps all of its middle schools open after hours for the AfterZone programs and provides buses home and a healthy snack. The Police Department has assigned Student Relations Officers to run Police Activity League sports programs in every school. Additional recreation and science programming is also being provided by the Parks and Recreation Departments which have made their facilities and staff available to operate programming in the AfterZones.

### **Providence After-School Alliance**

PASA, an initiative of Mayor David N. Cicilline, is focused on building a lasting system of after school programs throughout Providence that provides more quality learning and discovery opportunities for the youth in the City. Working with the schools, libraries, recreation and community centers, police department and hundreds of creative non-profit organizations, PASA has created after-school zones—or “AfterZones”—which serve as campuses where program providers work together to serve more middle school youth. Because parents and youth have insisted that quality programming is the key to increasing youth participation, PASA established the Rhode Island After School Quality Standards and is helping build the capacity of after school providers to strengthen their programs. To get involved and be kept informed of our grant programs, activities and professional development programs visit the web site at [www.mypasa.org](http://www.mypasa.org).

**BANK OF AMERICA &  
THE CITY OF PROVIDENCE**

**ANNOUNCE**

**THE PROVIDENCE AFTER SCHOOL ALLIANCE  
YOUNG ATHELETES GRANT  
For Middle School Age Youth**

**Selection Criteria and Application Process**

With funding from Bank of America And the City of Providence, The Providence After School Alliance (PASA), an initiative of Mayor David N. Cicilline, has teamed up with Good Sports to distribute up to a total of \$30,000 worth of sports equipment and mini-grants to programs in Providence serving middle school youth, ages 11-15. These funds will be distributed in January 2009 for the winter and spring seasons. Good Sports, a Boston-based organization experienced in managing sports equipment grants for after school programs, will help administer these grants.

Providence sports and recreation providers are invited to apply for equipment and/or small cash grants to improve the quality of their programming. Upon approval, Good Sports, Inc. will order and deliver requested equipment according to the needs identified in the application below. Mini-grants of up to \$2,000 will be awarded to organizations that can demonstrate how these cash grants will improve the quality of their programming.

This year PASA's priority will be to provide grants only to sports and recreation organizations that are working with middle school age youth and are working closely with the AfterZone Coordinators and staff to develop programs specifically to be offered after school in the AfterZones. These grants will support sports and recreation organizations and volunteer associations as they connect with the AfterZones to offer more quality programming to Providence youth in a coordinated way. As you complete your application, learn how to connect your program to the AfterZones by visiting the PASA web site at [www.mypasa.org](http://www.mypasa.org) or calling Patrick Duhon at (401) 490-9599, x102 for information on the AfterZones and how to contact the AfterZone Coordinator in your community.

The winter and spring AfterZone schedules are as follows:

January 20, 2009 –April 3, 2009 (11weeks) 2:30 – 5:15 depending on facilities

April 20, 2009 – May 28, 2009 (6 weeks) 2:30 – 5:15 depending on facilities

To better understand the criteria and process for these grants, please read the following carefully prior to completing your application.

**Criteria:**

- Applicants must provide programming in the city of Providence for Providence youth during the winter and or spring of 2009 – strong preference will be given to organizations proposing to serve youth through PASA's AfterZones during the 11-week winter or 6-week spring sessions.
- Applicants must serve middle school (ages 11-14) youth.
- Applicants must track attendance daily and share weekly attendance records and emergency contact information with PASA.
- Applicants must commit to meeting the Rhode Island After School Quality Standards (view standards on PASA's website at [www.mypasa.org](http://www.mypasa.org)).
- Special consideration will be given to programs that seek to increase youth participation in high need areas of Providence where youth have had limited access to sport and recreation opportunities.
- Funding will support a mix of sports programming for girls and boys.

- Applicants must demonstrate that an equipment grant will impact the organization in one of the following ways: help to develop a new program; increase the number of participants in an existing program; decrease the overall cost of the program for youth/families; and/or enhance the ability to retain youth in the program.
- Additional requests for small cash grants of up to \$2,000 must support efforts to improve the quality of the programming through one-time investments in training, facility improvement or model instruction.
- Applicants must be operating an organized sport, fitness and/or recreation program (not necessarily competitive), and must have coaching expertise, be structured, and meet multiple times per week.
- Applicants should demonstrate a significant dosage of sports and/or recreation time within the program schedule (i.e. programs that meet for a longer duration or multiple times per week will be prioritized over programs that meet less often or for shorter periods).
- Equipment is not available for short-term events such as camps and tournaments, or for recreation rooms; however, mobile equipment that allows groups to provide services in schools, recreation facilities, or community spaces is acceptable. In addition to fitness equipment, organized social games that have a fitness component and meet other criteria will be considered.
- We do require that your program have 501(c)3 status or a non-profit or government sponsor.

### Process:

- **Submit an application:**
  - **Incomplete applications will not be considered—all questions must be answered.**
  - Estimates on demographics and budgets will be accepted where specific data is not available.
  - If necessary to describe your program, you may include additional materials in your application.
  - Complete one application per sports or fitness program. “General recreation” applications will not be considered.
  - Part 1 is for equipment-only requests. Up to a total of \$30,000 worth of equipment is available. The size of each request will depend on the sport and cost of equipment, but will have an average value of \$2,000-4,000. Part 2 is for requests for additional cash mini-grants of up to \$2,000 per organization. Grants for equipment may be made without the cash mini-grants. Up to \$ 10,000 is available for mini-grants.
  - You may be asked to participate in a phone interview regarding your application; supporting documentation may be required.
  - For confirmation that your application has been received, please email Cristina Costa: ccosta@mypasa.org.
  - **If you failed to complete past evaluations of past Young Athletes grants, you will not be considered for future equipment grants.**
  - If you are selected as a grant finalist, you or a representative from your organization **must be available for an interview** at PASA’s offices on November 24, 2008.
- **Complete an evaluative questionnaire:**
  - If you have received a grant under this program previously, you will be asked to complete an evaluation form to help Good Sports understand how the money or equipment was used and its benefits to your program. A deadline will be associated with the evaluation. You may be asked to coordinate site visits with Good Sports staff for a more in-depth interview/evaluation.

### Timeline:

- Technical assistance sessions – Oct 15<sup>th</sup> at 11:30 am or October 22<sup>nd</sup> at 6:00 pm at PASA’s Office at 17 Gordon Avenue, 2<sup>nd</sup> floor.
- **Final deadline for all applications – Friday, November 7, 2008 at 5:00 p.m.** Grants may be sent by email. If sending by mail, a hard copy must be post marked by November 7, 2008. **Late applications will not be accepted.**
- The AfterZone 2009 winter session runs from January 20<sup>th</sup> – April 3<sup>rd</sup>, 2009. The spring session runs from April 20<sup>th</sup> – May 28<sup>th</sup>, 2009. To be included in planning for snack and transportation and in efforts to recruit youth participants, program description and location must be submitted to PASA 4 weeks before start of session – by the end of December for the winter session.
- Finalist interviews at PASA’s offices on November 24, 2008.
- Final notice of grants – December 19, 2008



David N. Cicilline, Mayor

**Athletic Program Application  
Section 1**

Date of Submission \_\_\_\_\_ Organization \_\_\_\_\_

Sport *(Please provide one application per sport)* \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Address: Personal or Organization (please circle) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

Email Address \_\_\_\_\_ Web Site Address \_\_\_\_\_

Mailing/Shipping Address (NO P.O. BOXES) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Section 2**

*Please be as specific as possible when answering the following questions, make estimates where necessary.*

Season Start Date \_\_\_\_\_ Season End Date \_\_\_\_\_

Number of youth in program \_\_\_\_\_ How many participated last year? \_\_\_\_\_

Number of times per week program meets \_\_\_\_\_ How many games/matches do you play per week (in season)? \_\_\_\_\_

Demographics of youth in Program (please provide the number of youth in each category)

Population	Male	Female	Total
Asian			
African American			
Latino(a)			
White/Caucasian			
Other Populations (please specify)			
<b>Total Number of Youth</b>			

Age of Youth	Male	Female	Total
5-7			
8-10			
11-13			
14-16			
17-18			
Other (please specify)			
<b>Total Number of Youth</b>			

How many youth with disabilities do you serve? \_\_\_\_\_

Please list the three primary towns/ neighborhoods that your program serves:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

### Section 3

How many years has this specific program been in existence? \_\_\_\_\_

Is there a fee to participate?  Yes  No If Yes, how much? \$\_\_\_\_\_per child/per season

Is the cost subsidized for any athletes?  Yes  No If Yes, what percentage of athletes receive help? \_\_\_\_\_%

What is the organization budget for the current year? \$\_\_\_\_\_

If part of a broader organization, what is the program budget for the specific sport for which you are applying? (i.e. what money is specifically allocated to the basketball program) \$\_\_\_\_\_

Of the program budget, what percent of the budget goes to equipment each year? \_\_\_\_\_%

Do you pay umpire/referee fees?  Yes  No If Yes, how much does it cost per umpire per game? \$\_\_\_\_\_

What organization or resources do you use to get umpires? \_\_\_\_\_

Please list the number of staff next to each of the following:

Full-time (paid)\_\_\_\_\_ Part-time (paid)\_\_\_\_\_ Volunteers\_\_\_\_\_

Does your organization have a Board of Directors?  Yes  No

Does your organization have its 501 (c) 3 status?  Yes  No

Do you currently do any fundraising to raise money for your organization? If so, what types of fundraising do you do? Check all that apply.

- Grant Writing
- Corporate sponsorship
- Product or service sales (candy, clothing, car washes, etc.) \_\_\_\_\_
- Fees for participants
- Special events
- Other \_\_\_\_\_

Approximately how much do these activities raise each year? \$\_\_\_\_\_

Which of the following would you identify as needs for your youth sports league/program?

Circle answer on 1 – 4 scale (1= no need, 4 = major need)

1 2 3 4 Kid recruitment

- 1 2 3 4 Organizational support (board, leadership, and program development; strategic planning)
- 1 2 3 4 Equipment
- 1 2 3 4 Working collaboratively with other programs and organizations
- 1 2 3 4 Administration/organization support (i.e. technology, office equipment, supplies, communication, etc.)
- 1 2 3 4 Recruitment, training and retention of staff
- 1 2 3 4 Recruitment, retention and training of volunteers (including coaches education)
- 1 2 3 4 Transportation
- 1 2 3 4 Assessment and outcomes measurement
- 1 2 3 4 Professional liability insurance, CORI/SORI checks or other legal questions
- 1 2 3 4 Engaging and working with parents
- 1 2 3 4 Permitting, fields and facilities
- 1 2 3 4 Fundraising support, sponsorships, marketing and PR
- 1 2 3 4 Other\_\_\_\_\_

Is there a selection/tryout process for youth participating in your program?  Yes  No  
 If yes, approximately how many athletes try out?\_\_\_\_\_ Approximately how many are selected?\_\_\_\_\_

Is any equipment provided by the organization given to the youth to keep, or does it stay with the organization? Please explain.

What percentage of your equipment each year needs to be replaced? \_\_\_\_\_%

What percentage of your equipment each year is lost, stolen, or not returned? \_\_\_\_\_%

Where do you store your equipment during the season? Is this a locked facility? Please explain.

Where do you store your equipment in the off season? Is this a locked facility? Please explain.

**Do you require your coaches/ staff to be CPR certified?**  Yes  No

**Are your coaches/ staff involved in regular safety training?**  Yes  No

**If yes, what organization / association provides guidelines for this training?** \_\_\_\_\_

**Does your program have access to an AED/ defibrillator at all games/ practices?**  Yes  No



**Section 5**

In order to allow us to understand your equipment priorities, please explain out of the above-mentioned items what you consider your major equipment, apparel, and footwear **needs** (i.e. will not be coming from another source) for the upcoming season?

If granted, how would the equipment you request be used? What goals or initiatives will it support? How will this donation be used to increase participation?

**Please briefly explain the history of your organization and the specific program for which you have applied.**

**What impact would this equipment donation make for your program? Please be specific.**

Who did you speak to in the AfterZone and how will this program become a formal part of an AfterZone?

Please describe the location or facility where your program will be offered.

What is your adult to child ratio for this program? \_\_\_\_\_ PASA requires all of its partners to have a minimum ratio of 13 youth for every 1 adult.

## Section 6

### BUDGET

Revenue	Cost	% of Total
Grants	\$	%
Participant Fees	\$	%
Sponsorship	\$	%
Product or Service Sales	\$	%
Special Events	\$	%
Other	\$	%
Total Revenue:	\$	
<b>Expenses</b>		
Equipment	\$	%
Facilities	\$	%
Referee/Umpire Fees	\$	%
Uniforms	\$	%
Staff (includes part-time staff and coaches)	\$	%
League Fees	\$	%
Transportation	\$	%
Other	\$	%
Total Expenses:	\$	

## Section 7

Which of the following life skills/education components (not including your sports programming) does your organization provide?

- Nutrition/Health
- Violence Prevention
- College Entrance Help (SAT, ACT, applications, etc.)
- Tutoring
- Academic Classes
- Mentoring
- Safety (CPR, First Aid, Lifeguard Certification, etc.)
- Leadership Development
- Character Building

If granted, explain how you will keep weekly attendance and share your attendance with the Providence After School Alliance. If you are part of the AfterZone, you will be expected to turn in daily attendance. If you are not, attendance reports will be needed for the Good Sports evaluations. A significant measure of a quality program is regular youth attendance. To measure the impact this investment is having on the youth of Providence, PASA and its partners are committed to holding ourselves more accountable to the youth and families we aim to serve.

The information on this application will be shared with PASA staff, the Providence Department of Recreation, and the AfterZone partners who are working together to create a coordinated system of after-school opportunities in a way that assists youth, their families and the after-school providers through improved communication, quality, scale and sustainability.

PASA's website, at [www.mypasa.org](http://www.mypasa.org), contains a number of resources on best practices in after-school programming. In addition, it provides detailed information on the AfterZones as well as a downloadable guide to the fall AfterZone program schedules in each Providence middle school, which serve to illustrate the kinds of programs that are appropriate to middle school age youth (ages 11-15). Please check the box below for your organization to be added to our contact list - a network of after school providers and friends with whom we share announcements and from whom we seek guidance on our systems-building initiative.

**Yes, I would like my organization to be added to the Providence After School Alliance contact list.**

**Please return this application by mail, fax, or email to:**

Cristina Costa  
Operations Coordinator  
PASA  
17 Gordon Avenue, Suite 103  
Providence, RI 02905  
Phone 401-490-9599 ext 105  
Fax # 401-228-3915  
[ccosta@mypasa.org](mailto:ccosta@mypasa.org)

### Mini-Grant Application (up to \$2,000 in cash)

**PLEASE NOTE: Applicants who are ONLY submitting a request for equipment, etc. in the above portion do NOT need to complete this portion of the application.**

#### **Part 1**

**Criteria:** The Providence After School Alliance (PASA) and its partners are committed to promoting high quality after-school experiences for the youth of Providence. Excellent programming involves staff and volunteers who are committed to building respectful relationships with youth, safe and healthy environments, and program-rich activities that contribute to the positive learning and growth of every child. Quality sports and recreation activities require that the adult leaders be well-trained in the skills required of the sport, positive communication and team building strategies, that facilities and equipment are safe, and that the organization is well-managed.

These cash mini-grants are intended to support a sports or recreation organization focused on improving the quality of its program with a one-time grant for activities that may not be easily funded by membership fees and annual fundraising efforts. Grants can be used for professional training of the staff and volunteers, safety improvements, mobile equipment that allows programs to travel to schools or recreation centers, training manuals or curriculum materials, special promotional clinics to introduce youth to a new sport or activity, or materials or equipment to strengthen the organization's operations. These are just a few examples of what will be considered for a cash mini-grant. These are one-time grants, which should not replace annual fund raising investments.

#### **Questions:**

On a separate sheet, please answer the following questions:

- 1.) How do you plan to use the funds you are requesting?
  
- 2.) How will this investment improve the quality of your program? How will you know if you are successful?
  
- 3.) How might this investment benefit your program in future years? How might this investment benefit your volunteers or staff? How will it benefit the youth?
  
- 4.) Who did you speak to in the AfterZones and how will this program become a formal part of an AfterZone?
  
- 5.) Please describe the location or facility where your program will be offered.
  
- 6.) What is your adult to child ratio for this program?\_\_\_\_\_ PASA requires all of its partners to have a maximum ratio of 13 youth for every 1 adult.
  
- 7.) Give any additional details about your program that will be important for the grant reviewers to know.
  
- 8.) Please fill out the attached budget form indicating exactly how you propose to spend your grant funds.

*Limit your answers to these questions to a total of 2 pages or less. Please submit these mini-grant applications to PASA as outlined above. Be certain to include your organization's name and the activity for which you are requesting funds.*

**Young Athletes**  
**Mini-Grant Budget Form (Up to \$2,000)**

Name of Organization: \_\_\_\_\_

*Is your organization Tax Exempt?* \_\_\_\_\_

If not, name Tax Exempt Organization willing to serve as tax-exempt sponsor if awarded small grant:

\_\_\_\_\_

**Date of Budget: Starting \_\_\_\_\_ Ending \_\_\_\_\_**

1.) Training Costs (Instructors, trainers, coaches, referees)

Itemize below your personnel costs:

<u># of Staff</u>	<u>Hourly stipend or fee</u>	<u># Days per week</u>	<u># of weeks</u>
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Total cost: \_\_\_\_\_

2.) Curriculum /training program costs:

Total cost: \_\_\_\_\_

3.) Travel – Visits to Competitions/Exhibitions

Total cost: \_\_\_\_\_

4.) Facility Improvements

(Include copies of estimates)

Total cost: \_\_\_\_\_

5.) Other One time capital costs:

\_\_\_\_\_

***Grand Total for Mini-grant request:*** \_\_\_\_\_

Office Use Only

Application # \_\_\_\_\_