

# **Olympic Club Foundation Athletes Fund Policy and Procedures**

**Mission Statement:** The Athletes Fund shall provide financial support for the development of extraordinary young athletes ages 10 through 18 years of age. Funding will be provided to those outstanding young athletes who successfully compete at the highest levels of athletic skill in their age group, demonstrate high standards of integrity, display leadership characteristics and maintain academic credentials. Grants will be awarded to Athletes that need financial assistance. Our goal is to foster the development of amateur athletes from the San Francisco Bay Area that achieve national or international recognition in their sport.

**Grant Policy:** The Athletes Fund will reimburse up to 50% of eligible expenses related to coaching, training and participation in competitive events. Each grant will be for a specified period of time, usually one calendar year. The maximum grant to any athlete will be \$5,000.00 per year. Each Athlete must reapply annually, including any recipients of Athletes Fund grants.

Athletes Fund Grants will be awarded on the basis of merit and financial need as determined by the Grant Committee without regard to race, ethnic origin, gender, or religious belief. Applicant must be a citizen of the United States of America. Athletes affiliated and not affiliated with the Olympic Club are encouraged to apply. All applicants will be evaluated solely on the merits of their application.

**Eligibility: Girls and Boys are eligible based on the following criteria.**

**Ages:** Minimum age of 10 years at the time of application and  
Maximum age of 18 at the time of funding.

**Academic Status:** The athlete must be enrolled as a full time student and must maintain acceptable academic credentials.

- Amateur Status:** The athlete must meet all the standards for amateur status as defined by the governing body of their sport.
- Athletic Skill:** Applicants must be ranked in the top tier of their age or skill group for regional and/or national competition.
- Residency:** Primary residence and school must be in San Francisco, San Mateo, Marin, Santa Clara, Alameda or Contra Costa Counties in the San Francisco Bay Area.
- Sports:** Applicants must participate in a sport that the Olympic Club supports for its active members. Those sports currently include: Golf, Tennis, Swimming, Cycling, Handball, Lacrosse, Marksmanship, Track, Running, Squash, Skiing, Handball, Cycling, Soccer, Softball, Water Polo, Rugby and Triathlon.

**Application Process:** Girls and Boys who meet the eligibility requirements are asked to provide the following information:

1. Completed Application (see attached form)
2. Copy of school academic record/transcript
3. Statement of Financial Need (see attached form)
4. One reference for each of the following:
  - a. Athletic Skill (a coach or association official)
  - b. Academic Standing (teacher or counselor)
  - c. Personal qualities (adult relative or family friend)

Please provide name, complete contact information (phone, email, address) and identify which area they will act as a reference.

## Statement of Financial Need

The parents of the Athlete must submit the following:

1. **Expenditures.** A summary of the estimated expenses for the current year directly related to the Athletes development, itemize as follows:

Period: \_\_\_\_\_ to \_\_\_\_\_

Estimated Expense		Prior Year	Current Year
Coaching		\$	\$
Training		\$	\$
Transportation – Competitive Events		\$	\$
Entry Fees – Competitive Events		\$	\$
Lodging and Meals – Competitive Events		\$	\$
Equipment		\$	\$
Other: (Please Detail)		\$	\$
<b>TOTAL</b>		<b>\$</b>	<b>\$</b>

2. **Sources of Funding.** Provide a summary of estimated sources of funding:

Source		Prior Year	Current Year
Parents		\$	
Other Family		\$	
Grants: (Please Detail)		\$	
Schools		\$	
Other: (Please Detail)		\$	
<b>TOTAL</b>		<b>\$</b>	

3. **Grant Request.** Amount of Grant Requested: \$ \_\_\_\_\_

**Reason for request.** On a separate sheet of paper please explain the reason you are seeking this grant.

4. **Tax Return.** Copy of the summary page of the latest federal tax return filed for the family.

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**Reimbursement Procedures.** Upon acceptance by the Olympic Club Foundation for support by the Athletes Fund, the budget will be reviewed by a representative of the Olympic Club Foundation, the parent(s)/guardian and the athlete.

Step 1. Eligible expenses anticipated during the grant period will be identified.

Step 2. Receipts for eligible expenses should be submitted to the Executive Director of the Olympic Club Foundation for reimbursement. Reimbursements will be funded quarterly.

Step 3. OCF staff will verify receipts with eligibility criteria.

Step 4. Fifty percent (50%) of eligible receipts will be reimbursed to the parents/guardian. The maximum funding during the grant period shall not exceed the amount specified in the Grant Offer.

## **Eligible Expenses Guideline.**

### **Eligible:**

- Fees paid to a qualified coach
- Travel expenses for the Athlete
- Travel expenses for 1 adult accompanying the Athlete
- Competition fees
- Specialized training classes/instruction
- Equipment/sports wear required for competition
- Court or facility rental
- Mileage reimbursement to competitive events

### **Not Eligible:**

- Camp fees/expenses
- Travel expenses for family or friends
- Medical expenses of any kind
- Nutritional supplements
- Clothing not required for competition
- Sports Psychologist or Physical Therapy
- Gifts of any kind

Exceptions and special considerations for reimbursement will be at the sole discretion of the Olympic Club Foundation