

TSAA Hosford Committee Guidelines

Mission

Purpose: To administer the funds of the Seed money for the Hosford Evergreen Archery Fund (SHEAF)

Payoff: Honoring the wishes of the Jim and Mildred Hosford : the money should be used for the growth of archery in Texas and the development of the youth movement.

How:

- 1) Comply with the bylaws of the TSAA constitution including the provisions establishing the Hosford committee.
- 2) Enable the SHEAF to be evergreen through additional capital infusions.

TSAA Grant Application Procedures

The Texas State Archery Association (TSAA) is pleased to offer its member organizations the opportunity to submit grant application proposals for consideration. Grant proposals are due to the TSAA secretary by December 31. Announcement of successful applications will be done 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. These expectations include:

ELIGIBILITY: The club applying must be a chartered club through the National Archery Association (NAA) 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 proposed activity must be initiated and concluded within the same year the award is given. Repayment of the grant/loan is expected within 4 years from the date of the grant with no interest payments. A default on the grant/loan will require forfeiture of all equipment purchased with the grant/loan.

PROPOSAL: Grant 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 Tom Barker, Hosford Committee Chairman at (361) 578-0973 or email tbarker@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 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.

HOSFORD GRANT PROPOSAL APPLICATION FORM

1)Name and address of Sponsoring Organization:

2)Date for Club Charter with NAA _____

3)Project Director:

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:

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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. **Objective/s:** 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:
 1. **Time-Frame:** Using either specific date of onset
 2. **Activity:** What is to be done within the step? How will it be done?
 3. **Key-Staff:** Who are the key staff, volunteers, consultants, etc.?
 4. **Proposed Budget:** Specify what costs are to be incurred that are to be covered by the Hosford Grant? (NOTE: Total must equal #4 on preceding page.)
 5. **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 this 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.