

# Oregon Skating Council, Inc.



4840 SW Western Ave, #70, Beaverton, Oregon 97005

## **Please Note:**

There are three parts to this application. All three parts must be completed and submitted with the application:

- Cover Sheet.
- 2-page Overview of Funding Request
- Required Attachments

Oregon Skating Council (OSC) is a tax-exempt organization pursuant to Section 501(c)(3) of the Internal Revenue Code of 1986, as amended. This "private foundation" as defined in IRS Section 503, shall distribute its income and, if necessary, amounts from principal at such time and in such manner as not to subject the corporation to taxes on failure to distribute income imposed by IRS Section 4942.

Hundreds of dedicated skating volunteers from the member clubs of the Oregon Skating Council contributed to the financial success of the 2005 State Farm U. S. Figure Skating National Championships. The end result was a four-way distribution of profits. Oregon Skating Council's share of these funds are invested and used for projects consistent with our state-wide mission.

## **Instructions:**

1. The Oregon Skating Council's mission is to promote the sport of figure skating on ice in Oregon. OSC also serves those areas of Washington, California, and Nevada that are regionally connected to ice sports activities in Oregon. Grants are not designed for annual budgeted club operating expenses or individual skater funding. Grants should support projects open to members of any OSC club.
2. At the conclusion of the project, a follow-up report complete with financial information must be presented to OSC. This report must be received by the OSC within 60 days of completion of the project.
3. Applications that are missing required information will not be accepted.
4. No Grants will be given retroactively.
5. Typed applications are preferred.

## **Helpful Information:**

Proposals for funds may cover many different areas of Figure Skating. In the past OSC has funded various programs including: IJS equipment for competitions open to all, support for startup Dance and Synchro programs, sponsorship of regional and sectional competitions in Oregon, limited support of judges training and travel. When making a grant application, you may consider some of the following activities:

- Skater Development Seminars both on and off ice
- US Figure Skating programs such as S.T.A.R.S.
- Dance Seminars
- Theater on Ice startup
- Synchro team startup
- Shows, performances and special events
- Judges Schools
- IJS mini-system rental

This list is by no means exhaustive. There are numerous programs and activities that can help fulfill the mission of the OSC. If you are unsure if the project will meet the criteria, please ask an OSC board member.

## OSC Grant Application Cover Sheet

<b>This Grant Application is submitted to:</b>	<b>Oregon Skating Council 4840 SW Western #70 Beaverton, OR 97005</b>		
<b>Application Date:</b>			
<b>Applicants Legal Name:</b> (as shown on IRS Letter of Determination)			
<b>Federal EIN #:</b>	(e.g. applying team or club's number)		
<b>Address:</b>			
<b>City:</b>		<b>State:</b>	<b>Zip code:</b>
<b>Telephone #:</b>		<b>Fax #:</b>	
<b>Primary Applicant:</b>		<b>Phone #:</b>	
		<b>Email Address:</b>	
<b>Secondary Applicant:</b>		<b>Phone #:</b>	
		<b>Email Address:</b>	
<b>Main Contact(s) for this Proposal:</b>		<b>Phone #:</b>	
		<b>Email Address:</b>	

<b>Applicant's tax exempt status/ IRS designation</b> (e.g. 501(c)(3), 501(c)(9), etc.)	
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<b>Type of request (check one):</b>	
<input type="checkbox"/> Program/Project	<input type="checkbox"/> Other (explain):
<input type="checkbox"/> Ice Cost (i.e. Holiday Show)	
<input type="checkbox"/> Seed Money for Events (i.e. Skate America)	

<b>This request is for a (check one):</b>	
<input type="checkbox"/> New Project	<input type="checkbox"/> Other (explain):
<input type="checkbox"/> Existing Project	
<input type="checkbox"/> Expansion of an existing Project	

<b>Program/Project Name:</b>	
<b>Proposal Summary - In 300 words or less describe the project you want funded:</b>	

Funding Period Requested: (be specific)	/ / through / /	Amount Requested:	\$
Total Project Budget:	\$	Current Annual Income & Expenses of Organizational	\$
Organization Fiscal Year:	/ / through / /		
Geographic Area(s) Served:			

**Agreement**

*I (We) certify to the best of my knowledge, that all information included in this proposal is correct. The tax-exempt status of this organization is still in effect. If a grant is awarded to this organization, then the proceeds of that grant will not be distributed or used to benefit any organization or individual supporting or engaged in unlawful activities or activities counter to the by-laws of the Oregon Skating Council. I(We) attest that this proposal is intended to foster, support, develop and promote amateur figure skating in Oregon..*

*In compliance with the USA Patriot Act and other counterterrorism laws, I(We) certify that all funds received from this funder will be used in compliance with all applicable anti-terrorist financing and asset control laws, statutes, and executive orders.*

\_\_\_\_\_  
Signature, Primary Grant Applicant                      USFSA Member #                      Date

\_\_\_\_\_  
Signature, Secondary Grant Applicant                      USFSA Member #                      Date

**Submit 1 original and 2 copies of the signed application to:**  
**Oregon Skating Council                      or                      OSC President**  
**4840 SW Western #70                      [president@oregonskating.org](mailto:president@oregonskating.org)**  
**Beaverton, OR 97005**

**The following outside resources on Grants and Grant Writing should help in writing a proposal:**

- US Figure Skating Grants
- <http://www.usfigureskating.org/About.asp?id=445>
- Foundation Center Guide to Proposal Writing-  
<http://foundationcenter.org/getstarted/tutorials/shortcourse/components.html>
- Visit the User Guide, for the following helpful information:  
[http://stlouis.cardinals.mlb.com/stl/downloads/grants/user\\_guide.pdf](http://stlouis.cardinals.mlb.com/stl/downloads/grants/user_guide.pdf)
  - Common Grant Application background.
  - Frequently Asked Questions.
  - Glossary of terms.
  - Proposal writing tips.
  - Guide to most questions asked in this application including examples on how to best answer the questions.

**In a maximum of two-pages, please include:**

1. Purpose of this funding request. Specifically describe:
  - a. The target population and number of individuals that will benefit from this proposal.
  - b. What you hope to accomplish (purpose, benefits, goals, and outcomes), and
  - c. Specific activities planned in accomplishing the above (may include such things as off-ice activities, training and timelines).
2. Names and brief description of the roles and responsibilities of leaders, volunteers and/or partners on this project.

**Required attachments:**

1. Project budget.
2. Organization's annual budget if project is over \$5000.
3. If appropriate, minutes of the meeting indicating that a club board approved the request.
4. Announcements or Brochures, if available.