



## JUNIOR TENNIS GRANT PROGRAM – POLICIES AND PROCEDURES

1. Grants are available for any Routt or Moffat County resident between the ages of and 4 and 18 who is in need of financial assistance for tennis-related expenses.
2. “Tennis related expenses” are group tennis program, court time, tournament /team entry fees and travel expenses, summer tennis camp, and some equipment.
3. Grants are awarded up to 50% of your needs, with a limit of \$750 per year, subject to each applicant’s personal circumstances and availability of grant funds (which are limited). You may be asked to provide financial information to substantiate your request.
4. WHEN AND HOW TO APPLY: you may submit your one-page application form (available at the Tennis Center), together with receipts (if applicable) at the Tennis Center desk or to a STA Board member in an envelope addressed to “STA GRANT COMMITTEE CHAIR.”
  - a. You and/or your family must be current paid members of the STA (Junior membership \$15, Family Membership \$40) and be willing to volunteer at STA events, as necessary.
  - b. If seeking reimbursements, only receipts incurred during the prior 6 months are eligible, but there is no guarantee that your child will receive a grant based solely upon such expenditures.
  - c. Alternatively, you may ask for pre-approval of a projected amount of costs that will be made payable to the Tennis Center at Steamboat and deposited in the applicant’s account. Documentation with receipts must later be provided prior to reimbursement.

Your application may be submitted at any time. A Board member will confirm receipt of application within 30 days of submittal. Should you not receive this confirmation of receipt, please contact the STA board member listed below via phone or email. If submitted at least 10 days before an STA Board meeting (usually on the first Thursday of the month) it will be considered then. You will be advised as soon as a decision is made. A grant for future projected costs could take as long as 8 weeks; reimbursement for past expenses should be received within 45 days after STA has received the receipts and the Board has approved all or a part thereof.

QUESTIONS?? Please contact Bert Halberstadt, STA Board member, at [halbyatlaw@aol.com](mailto:halbyatlaw@aol.com), or 970-875 1199.

### **STA APPLICATION FOR JUNIOR TENNIS GRANT**

Last edit 10.1.2016

**New Application**     **Re-application**    **Date of past application** \_\_\_\_\_  
**Was grant awarded?**  **No**     **Yes**    **If yes, Amount** \_\_\_\_\_

**Applicant’s Name** \_\_\_\_\_

**Age** \_\_\_\_\_    **Grade** \_\_\_\_\_    **Email Address:** \_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_

Mailing address \_\_\_\_\_

Phone (home) \_\_\_\_\_ Parent/Guardian's Cell Phone \_\_\_\_\_

Please list areas of need in order of preference:

\_\_\_ Lessons or camps                      \_\_\_ Tournament entry fee

\_\_\_ Court time                              \_\_\_ Ball machine

\_\_\_ Expenses related to tournament or team travel (specify)

\_\_\_ Equipment (specify) \_\_\_\_\_

\_\_\_ Other \_\_\_\_\_

Please explain why the applicant should be awarded a grant. Include how this would impact his/her tennis if it was not awarded.

In which STA activities would you and/or the applicant be able to volunteer? \_\_\_

Assist with junior tournaments \_\_\_ Assist with adult tournaments

\_\_\_ Assist with Annual fundraiser Auction in July                      \_\_\_ PR/ Posters for STA events

\_\_\_ Green Up/ Clean up in June    \_\_\_ Other \_\_\_\_\_

Actual Amount Spent, receipts included:

<u>Month</u>	<u>Amount</u>	<u>Month</u>	<u>Amount</u>
January		July	
February		August	
March		September	
April		October	
May		November	
June		December	
		Total amount	

Projected amount

<u>Month</u>	<u>Estimated Amount</u>	<u>Month</u>	<u>Estimated Amount</u>
January		July	
February		August	
March		September	
April		October	
May		November	
June		December	
		Total estimated amount	

Amount Requested: \_\_\_\_\_ (limit is 50% of expenses not to exceed \$750 per child per year)

I certify that the above information is true and correct to the best of my knowledge, and that I have read the STA Junior Tennis Grant Policies and Procedures.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Signature of Parent/Guardian    date