



The USATF-NE Grant Program is designed to:

- Help local athletes pay for travel to regional, national, or international meets (Travel Grants).
- Support local running, and track and field programs (Program Grants).

Program Funding and Disbursement

- Total amount to be disbursed each fiscal year will be determined by the USATF-NE Board of Governors at the June meeting.
- There is no requirement to distribute all allocated funds.
- Distribution of funds will take place throughout the year, based on merit, not on a first-come-first-served basis.
- Grant Program requirements will be changed only at the June Board of Governors meeting.

Grant submission process and general requirements

- Awards will be made at the first Board meeting of each quarter.
- Requests must be submitted in writing at least 10 days prior to the meeting and, at the Board's discretion, presented in person to the Grant Program subcommittee.
- No after-the-event requests will be considered.
- Sources and amounts of all other anticipated funding must be submitted with the original request.
- Approved costs will be reimbursed after the event, upon receipt of a report, which must include a summary of expenses and all assistance (amounts and sources), as well as results of the event and event photo, if available.
- If, in the final report, revenue/support has exceeded costs, USATF-NE will be repaid the amount of the excess revenue, or the grant amount, whichever is less.
- All grant requests will be reviewed by the Grant Program subcommittee, which will make a recommendation to the full Board. The subcommittee will consist of one USATF New England Board of Governors vice president and three Board members, one of whom will act as an alternate.
- Board of Governor members will recuse themselves from discussions and votes on proposals submitted by groups of which they are a member.
- Board of Governor members will not present proposals for funding.

Award or Denial

- The Board of Governors will review, discuss, and vote on each request.
- A positive vote of more than 50 percent the Board, when a quorum exists, is required for approval.
- The Grant applicant will be notified within 10 days, in writing, of the result of the Board vote.



Requirements

Travel Grants

- An athlete may receive funding assistance only once in any two calendar years.
- Athletes must have been members in good standing of USATF New England for one year prior to the request.
- Reimbursed expenses will be limited to travel and lodging.

Program Grants

- Priority will be given to programs, series, and events that benefit a large number of athletes from a variety of backgrounds.
- Organizations may receive funding assistance only once in any two calendar years.
- Priority will be given to events run by USATF-NE clubs.
- A budget, including expenses and other sources of income, must be presented.
- Reimbursed expenses should be for core event and program requirements, and not include equipment.
- Grantees should include the USATF logo in their marketing materials, such as programs, signs, banners, advertisements, etc., wherever practical.