

# NOT A VALID GRANT APPLICATION

[www.tonyhawkfoundation.org](http://www.tonyhawkfoundation.org)



TONY HAWK FOUNDATION

## GRANT APPLICATION **WORKSHEET**

THE TONY HAWK FOUNDATION IN NO WAY ENDORSES OR PROMOTES THE PRODUCTS OR SERVICES OF ANY SKATEPARK VENDOR, DESIGNER, OR BUILDER. A Federally registered 501c3 California Public Charity, the foundation is committed to working in the best interests of skaters and their communities, offering guidance and suggestions regarding the skatepark *process*, and where applicable, information about skatepark design and construction options that will best serve the needs of each community. Policies, Programs, and Discounts promoted by any particular vendor, designer, or builder are conducted at their discretion and in no way influence or determine decisions made by Tony Hawk Foundation staff or the Board of Directors.

### **This is not a Grant Application.**

In order to consider your skatepark project for a grant, it is important that you present the most accurate, up-to-date information.

If the application will be coming from a non-profit organization other than a municipality, a copy of your IRS Determination Letter indicating your non-profit status **must** be submitted with the online grant application. The Applicant must itself be a public agency or a federally registered non-profit organization, and must be the organization listed on the IRS Determination Letter.

If your organization or skatepark project has already received a Tony Hawk Foundation Grant Award greater than \$1,000, you are **not** eligible to apply again.

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### THF GRANT APPLICATION DIRECTIONS:

**All questions must be answered and completed to the best of your ability.** We know that applicants may be in different **stages** of the skatepark-development process, and while you may not be able to answer every question directly, it is important that you do respond to the best of your ability (for example, if you have not already hired a professional designer, discuss *how* you will go about choosing a designer, where appropriate).

**If you find that you are unable to provide most of the information requested, it is in your best interest to not submit an application until you can do so.** If you have not yet raised any funds, it is also in your best interest to do so before applying for a Tony Hawk Foundation grant. If you are unsure if you are prepared to apply for a grant from THF, we are happy to review your project with you.

**While not all supporting documents and answers are required, the more thorough your application, the better we can assess your project's eligibility for a Grant Award.** Building a skatepark is a complex task and we use the requested information to help determine which groups are committed, are prepared to produce a meaningful and significant response to their skatepark need, and have the support necessary to see the project through to completion. We view your thoroughness and thoughtfulness in applying for a grant from THF as a reflection of your organization's capabilities in seeking funds elsewhere.

**NOTE:** Should your project be awarded a grant from the Tony Hawk Foundation, you will be required to provide status reports on a regular basis until the project is concluded.

If you have questions about the application or the grant process, please e-mail THF at [contact@tonyhawkfoundation.org](mailto:contact@tonyhawkfoundation.org).

Warning! Please ensure that you have reviewed the questions and are prepared to complete the application fully before you begin. The ability to save your incomplete application to finish later may be unavailable. **We recommend that you prepare your answers using this worksheet before beginning your live, online grant application.**

The wording and order of the questions in this worksheet *may not* be identical to the online application.

**SECTION 1: ORGANIZATIONAL DETAILS**

**1. Please indicate the city and state where the skatepark will be located.**

\_\_\_\_\_

**2. Person responsible for submission of this application:**

Name: \_\_\_\_\_

Government Agency or Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**3. Organization applying for grant:**

Government Agency or Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Web site: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**4. Organization applying for grant:**

Type of Organization (e.g., municipality, nonprofit organization): \_\_\_\_\_

**5. Organization applying for grant:**

Employee Identification Number (EIN): \_\_\_\_\_

**6. Name and contact information of the *first* individual on the organization's governing board:**

Name of *first* individual: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_

**7. Name and contact information of the *second* individual on the organization's governing board:**

Name of *second* individual: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

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E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_

**8. Name and contact information of the *third* individual on the organization's governing board:**

Name of *third* individual: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_

**9. Who oversees the applicant's budget?**

\_\_\_\_\_

**10. Name and contact information of the individual serving as your project's *Lead Advocate*:**

*Note: This person has served as a principle representative of the skateboarding community to local government.*

Name of community liaison: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_

**11. Name and contact information of the individual serving as your project's *youth ambassador*:**

*Note: This person has demonstrated leadership characteristics that you feel were noteworthy during the skatepark advocacy process.*

Name of youth ambassador: \_\_\_\_\_

Age: \_\_\_\_\_

E-mail (ambassador or guardian): \_\_\_\_\_

Phone (ambassador or guardian): \_\_\_\_\_

**12. Name and contact information of the youth ambassador's guardian (optional):**

Guardian's name (if ambassador is under 18): \_\_\_\_\_

**13. May we include your contact information in a directory to be shared with other skatepark projects?**

- Yes
- No

**SECTION 2: COMMUNITY DETAILS**

**14. What is the population of the city or town where the skatepark will be located?**

\_\_\_\_\_

**15. What is the median household income in the vicinity (or service area) of the proposed skatepark?**

*Note: This information can be found on [www.census.gov/quickfacts/](http://www.census.gov/quickfacts/) or [www.city-data.com](http://www.city-data.com)*

\$ \_\_\_\_\_

**16. What is the annual municipal budget?**

\$ \_\_\_\_\_

**17. What is the annual Parks & Recreation department budget?**

\$ \_\_\_\_\_

**18. Does the applicant oversee any other programs or activities?**

- Yes
- No
- Don't know

If yes, please specify:

\_\_\_\_\_

**19. Please provide any statistics about "at-risk" youth in the vicinity of the proposed skatepark?**

\_\_\_\_\_ (Up to 150 words)

**20. Are there any local laws or regulations that seek to constrain or ban skateboarding in the area?**

- Yes
- No
- Don't know

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If yes, what is the average fine for skateboarding in the area?  
\_\_\_\_\_

**21. If applicable, please indicate the typical penalties for skateboarding in banned areas:**

- Not enforced
- Verbal warning
- Written warning
- Ticket and/or fine
- Confiscation of skateboard
- Arrest
- Other \_\_\_\_\_

**22. If applicable, what is the average fine for skateboarding in the area?**  
\_\_\_\_\_

**23. What are the names, cities, and distances of the *three* nearest skateparks to the proposed skatepark location?**

*Nearest* skatepark (city, state, distance): \_\_\_\_\_

*Second* nearest (city, state, distance): \_\_\_\_\_

*Third* nearest (city, state, distance): \_\_\_\_\_

**SECTION 3: PROJECT DETAILS**

**24. Grant amount requested?**

*(\$25,000 maximum)*

\$ \_\_\_\_\_

**25. Has your group or any other group assisting this skatepark project previously applied for a THF grant?**

- Yes
- No
- Don't know

**26. If yes, when was that application submitted (year) and what was the result?**  
\_\_\_\_\_

**27. Please provide a breakdown of how THF Grant funds will be used:**

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\_\_\_\_\_ (Up to 150 words)

**28. What is the current status of the project and what are your next steps?**

\_\_\_\_\_ (Up to 150 words)

**29. What is the estimated total cost of the skatepark?**

\$ \_\_\_\_\_

**30. Please provide a breakdown of the total estimated cost of the skatepark:**

\_\_\_\_\_ (Up to 150 words)

**31. How much money has been raised for the skatepark?**

\$ \_\_\_\_\_

**32. Where have raised funds come from?**

\_\_\_\_\_ (Up to 150 words)

**33. Where will the remaining funds come from?** Please describe the amount(s) and source(s) of any skatepark project funds that will be raised.

\$ \_\_\_\_\_

\_\_\_\_\_ (Up to 150 words)

**34. What expert sources did you find useful in informing your skatepark project?**

\_\_\_\_\_

**35. Will the skatepark be indoors or outdoors?**

- Indoors
- Outdoors and semi-covered (roof or natural shelter)
- Outdoors
- Undecided / Don't know

**36. What is the primary construction material for the planned skatepark?**

- Custom concrete
- Precast concrete
- Undecided/Other

If other, please specify: \_\_\_\_\_

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**37. What is the anticipated size of the proposed skatepark?**

\_\_\_\_\_ square feet

**38. Has the specific location of the skatepark been selected and approved?**

- Yes
- No
- Don't know

**39. Where will the proposed skatepark be located?**

*Note: Please indicate a complete street address, city, state, and ZIP code. If no address is available, please indicate the nearest intersection, city, state, and ZIP code.*

\_\_\_\_\_

**40. Will the location property need to be purchased?**

- Yes, the property will be purchased by the city.
- No, the property is already owned by the city.
- Don't know

If yes, how much will the property cost?

\$ \_\_\_\_\_

**41. If the property must be purchased, (it is not currently owned by the city), how much will the property cost?**

\_\_\_\_\_

**42. Provide details of local skateboarders' involvement in the project, such as design sessions, fundraising, public awareness, etc. Include dates when possible.**

\_\_\_\_\_ (Up to 150 words)

**43. Has a skatepark designer been hired?**

- Yes
- No
- Don't know

**44. If yes, what company has been contracted for the skatepark design?**

\_\_\_\_\_



**45. Why was this designer selected over others?**

**46. Has a skatepark builder been hired?**

- Yes
- No
- Don't know

**47. If yes, what company has been contracted for the skatepark construction?**

\_\_\_\_\_

**48. What process will be taken to ensure that the skatepark is constructed of an acceptable quality?**

\_\_\_\_\_ (Up to 150 words)

#### **SECTION 4: POLICY DETAILS**

**49. Do you intend to allow BMX bikes in the skatepark?**

- Yes
- No
- Undecided / Don't know

**50. If no or undecided, what are your primary considerations?**

\_\_\_\_\_

**51. Of the anticipated skatepark visitors, approximately what percentage of each type do you expect to regularly see?**

Skateboarders: \_\_\_\_\_%

BMX Riders: \_\_\_\_\_%

Scooters: \_\_\_\_\_%

Inline Skaters: \_\_\_\_\_%

Other: \_\_\_\_\_%

**52. Will the skatepark be free to use?**

- Yes
- Yes, with conditions (e.g., membership, waiver, etc.)

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- No (will require fee to use)
- Undecided / Don't know

**53. Will the skatepark be supervised with dedicated on-site staff or volunteers?**

- Yes
- No
- Undecided / Don't know

**54. Will the skatepark be open during normal park hours (including school hours)?**

- Yes
- No
- Undecided / Don't know

**55. Will the skatepark be lighted and open for nighttime use?**

- Yes
- No
- Undecided / Don't know

**56. Will the skatepark be fenced and/or gated?**

- Yes
- No
- Undecided / Don't know

**57. When do you expect the skatepark to be open?**

Date: \_\_\_\_\_

**58. Under what circumstances might the skatepark project be delayed or cancelled?**

\_\_\_\_\_ (Up to 150 words)

**59. When did you start pursuing a skatepark?**

Date: \_\_\_\_\_

**60. Provide a brief history of the skatepark project. Please include dates and significant milestones whenever possible.**

\_\_\_\_\_ (Up to 250 words)

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Your Tony Hawk Foundation grant application will be validated once you have entered this information via the Web application form and submitted it. In order for your application to be considered for a grant from THF, you must **also** submit your supplemental packet to Tony Hawk Foundation offices, postmarked a day after the deadline (or earlier).

**Tony Hawk Foundation**

1611-A S. Melrose Dr. #360 Vista, CA 92081

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### Checklist: Supplemental Documents

Use this checklist to ensure all necessary Supporting Documents are included with your Grant Application. Supporting Documents will be mailed to the Tony Hawk Foundation after your online application is submitted. Supporting documents must be postmarked on or before the day after the application deadline.

#### **Supplement 1: IRS Determination Letter**

If this application is coming from a non-profit organization other than a municipality, a copy of your IRS Determination Letter must be submitted with this application.

#### **Supplement 2: Community Support Evidence**

Please include documentation of community support for your skatepark, such as newspaper clips or letters from prominent officials. We do not accept digital media files such as DVDs or thumb drives.

#### **Supplement 3: Skatepark Design**

A copy of your skatepark design **must** be submitted. A rendering of the final design of the proposed skatepark is preferred, but a preliminary concept is acceptable. Your project's design should fit on a standard sheet of paper.

The Tony Hawk Foundation Design Committee will review each skatepark design, make recommendations to the Board of Directors, and may return the diagram to applicants with comments and feedback. Submitting a copy of your skatepark design helps the Board understand the scope of your project.

#### **Supplement 4: Financial Statements**

Please include the most recent financial statements and budget of the skatepark committee, if any. (Please *don't* include your municipality's entire budget. We just need to see numbers pertinent to the skatepark project.)

*Grant applicants are notified approximately 60 days after successfully submitting their complete applications. Tony Hawk Foundation staff strives to provide useful feedback to every applicant regardless of award outcome.*