



## **Coach Training and Range Development Grant Application and Funding Policy**

### Purpose

Grant applications are how participating organizations request funding from the Coach Training or Range Development special purpose endowment.

### Definitions

*Participating Organization* – a non-profit organization, association, or other entity that meets the eligibility requirements set forth by the MidwayUSA Foundation Coach Training or Range Development grant program.

*Direct Relationship* – providing a range facility or service to high school or college-aged youth on a continuing basis without which those youth would have no place to shoot.

*Available Funds* – the total amount of money to be granted through a program during the current cycle.

### Requirements

1. Only participating Organizations may request a cash grant from MidwayUSA Foundation.
  - 1.1. Coach Training Participating Organizations must hold a funded Agency or Donor Designated Endowment.
  - 1.2. Range Development Participating Organizations must hold a funded Team or Agency Endowment or have a Direct Relationship with a Team or Agency Endowment holder.
    - 1.2.1 Range Development grants are primarily for MidwayUSA Foundation endowment holders. But, by exception and under limited circumstances, qualified conservation groups, wildlife agencies, and universities may also be eligible if they support local youth shooting teams. These organizations typically secure other funding sources (e.g., Pittman-Robertson/Wildlife Restoration Act grants) and may use the grant to cover remaining costs.
2. The Coach Training and Range Development programs will each have one cash grant cycle per calendar year.



- 2.1. Range Development Participating Organizations may request one cash grant per program cycle. Coach Training Participating Organizations are recommended to request one cash grant per program cycle but may request up to five cash grants per program cycle, though each application must address a different coaching need (i.e., geographical areas, disciplines, certification levels, etc.).
  - 2.2. The grant cycle deadline dates are:
    - 2.2.1. Coach Training – March 1
    - 2.2.2. Range Development – April 1
  - 2.3. The Foundation will allow access to the grant application at least 30 days in advance of the deadline to give organizations ample time to apply.
  - 2.4. Grant applications must be submitted through the Foundation’s online grant application system.
  - 2.5. Grant applications will be accepted from the day the program’s online grant application is opened until the application closes on the deadline. Grant applications will not be accepted after the deadline.
  - 2.6. The Foundation will review grant applications and award grants within two months after the grant application deadline.
  - 2.7. Incomplete or unsatisfactory grant applications will be declined.
3. MidwayUSA Foundation cash grants are not guaranteed. The Coach Training and Range Development cash grant programs are competitive, and grants will be awarded within Available Funds. **An applicant’s participation in Foundation programs is highly encouraged and taken into consideration during the selection process. Applicants who proactively fund their endowment and take advantage of their annual cash grant opportunity demonstrate commitment and understanding of the Foundation’s overall mission.**
- Application completeness is critical as these competitive grant applications are judged solely on the information provided by the submitting organization. Those applications with incomplete, inaccurate, confusing, or conflicting information will not be considered. Those with poor impact or justification statements, poor cost breakdowns, or overall poor detail



will diminish the likelihood of receiving funding. All applicants are advised to provide any applicable substantiating or clarifying information to ensure their applications are complete and competitive. The high volume of application submissions prohibits Foundation staff from reaching out to applicants for clarification or questions, so it is important that all applicable information is provided within the application.

3.1. Grant applications must meet all requirements and be approved by MidwayUSA Foundation.

3.2. Grants will be awarded to applicants based upon the greatest impact to the Foundation's mission as determined by Foundation staff.

3.2.1. Coach Training grant applications must be no less than \$1,000 and no more than \$5,000.

3.2.2. Range Development grant applications must be no less than \$2,500 and no more than \$75,000, and cannot exceed 50% of the total project budget.

3.3. Grant requests may be partially funded.

4. MidwayUSA Foundation cash grants will be paid as follows:

4.1. Cash grants will be made payable to the Participating Organization (TIN/EIN Entity).

4.2. The preferred method of grant payment is direct deposit (ACH) to the organization's bank account as provided on the Direct Deposit Authorization form included in the grant application.

4.3. Direct deposit (ACH) payments and grant checks will be processed and distributed in a timely manner after MidwayUSA Foundation approves the grant applications.

5. MidwayUSA Foundation cash grant funding can only be used for eligible projects and activities.

5.1. Proposed projects/activities must conform to and foster the purposes set forth in MidwayUSA Foundation's Articles of Incorporation as well as Mission and Purpose Statements.



- 5.2. Allowable 501(c)(3) purposes that align with the MidwayUSA Foundation mission are limited to projects which are or include: charitable, educational, or fostering national or international amateur shooting sports competition.
- 5.3. Grant funding shall not be used to lobby or otherwise attempt to influence legislation, to influence the outcome of any public election, to carry on any voter registration drive or used to contribute to any political campaign of any candidate for public office.
- 5.4. Grant funding shall not be used to acquire firearms.
- 5.5. Grant funding shall not be used to benefit an individual (e.g., scholarships).
- 5.6. Grant funding shall not be used to pay personal expenses for any individual(s) (e.g., personal loans, personal utility bills, etc.).
- 5.7. Coach Training Grants
  - 5.7.1. The intent of the Coach Training Grant Program is to develop coaches that can assist youth shooters behind and on the firing line. Grant funds must be utilized to provide coaches with basic or advanced-level certifications. This can include skills training, shooting clinics, train-the-trainer, or any other formalized and established coach training program. Prospective coach candidates must be affiliated with an endowment holding team or organization.
    - 5.7.1.1. Individual coach candidates are eligible to obtain certifications across multiple disciplines (if applicable).
    - 5.7.1.2. Individual coach candidates may only receive the benefit of one Participating Organization's grant funds.
  - 5.7.2. Grant funding shall not be used to reimburse eligible expenses occurring prior to the current grant cycle deadline (March 1).
- 5.8. Range Development Grants
  - 5.8.1. Grant funds must improve or expand a range where there is a Direct Relationship with a MUSAF endowment holder.
  - 5.8.2. Grant funds shall not be used to purchase land or fund a new facility.
  - 5.8.3. Grant funds shall not be used to benefit more than one range.



- 5.8.4. Grant funds shall not be used for indirect costs associated with the range development project.
- 5.8.5. Grant funding shall not be used to reimburse eligible expenses occurring prior to the current grant cycle deadline (April 1).
- 5.9. An Application that fails to demonstrate that the cash grant funding will be used within the Section 5 guidelines will not be considered for approval.
6. Any Participating Organization receiving MidwayUSA Foundation cash grant funding must recognize the cash grant award whenever possible in relevant materials published by the organization.
  - 6.1. Publicity associated with any grant funding awarded by MidwayUSA Foundation in the form of photographs, video, published or printed information, or any other materials, including any information or materials provided by the Participating Organization, may be used by MidwayUSA Foundation in press releases, publications or other materials, for the promotion of MidwayUSA Foundation, or in any other manner as determined by the Foundation.
  - 6.2. The Participating Organization must release the Foundation from any liability resulting from any information or material provided by the Participating Organization and must agree to indemnify the Foundation from any claims made or actions taken in any way associated with any information or materials provided by the Participating Organization.
    - 6.2.1. University-based teams that by law cannot comply with paragraph 6.2 may be exempted at the discretion of the Foundation.
7. **Unused cash grant funding and/or improperly used cash grant funding, not committed for the specified purpose, or not committed within the time limit, if any, detailed in the corresponding grant application, shall be returned to MidwayUSA Foundation or face legal action, including potential individual liability to grantee's principals.**



- 7.1. Unless a time limit is specifically stated in the grant application, the Foundation expects that grant funds be expended and projects completed by the following year:
  - 7.1.1. Coach Training – March 1
  - 7.1.2. Range Development – April 1
- 7.2. However, if there is no stated time limit, under recognized extenuating circumstances on projects that have already been initiated, remaining funds may be carried over from one year to the next if it is in the best interest of the Participating Organization and with Foundation approval.
- 7.3. Participating organizations with unused or unreturned funds as of the specified time limit stated in the application (see 7.1.1 and 7.1.2 above), will not be approved for subsequent cash grant funding.
8. Participating organizations with incomplete or insufficient follow-up requirements as of the specified time limit stated in the application will not be approved for subsequent cash grant funding.
9. If a Participating Organization dissolves, disbands, or otherwise ceases to exist, or ceases to use any property/equipment in reasonable working order that was obtained using cash grant funding from MidwayUSA Foundation, then the organization is required to notify the MidwayUSA Foundation and make a reasonable effort to transfer ownership of such property/equipment to another Participating Organization for use within the MidwayUSA Foundation Coach Training or Range Development program guidelines. MidwayUSA Foundation will help locate a suitable beneficiary for such property/equipment if needed.
10. MidwayUSA Foundation reserves the right to audit the use of Coach Training and Range Development cash grant funding and will periodically select grant recipients from each region at random. The Foundation may also initiate an audit if credible concerns are brought to the Foundation's attention.



- 10.1. A violation of Sections 5, 6, 7, 8, or 9 of this policy by a Participating Organization shall permit the Foundation to take action up to and including termination of any and all further grants to the Participating Organization, whether or not such grants have been properly promised or pledged. The Foundation shall also retain the right to take any other actions allowable by law.
- 10.2. The complete Grant Recipient Audit policy is available online at <https://www.midwayusafoundation.org/policies/>.