

**Pop Warner Little Scholars, Inc.**  
586 Middletown Blvd. Suite C-100 ▪ Langhorne ▪ PA ▪ 19047  
Phone: 215-752-2691 ▪ Fax: 215-752-2879



## **POP WARNER 2008 TRAVEL GRANT GRANT PROPOSAL FORMAT**

Pop Warner Little Scholars, Inc., in conjunction with Disney Sports, is offering Pop Warner Travel Grants for **ELIGIBLE POP WARNER FOOTBALL TEAMS AND CHEER/DANCE SQUADS** that have qualified for the Pop Warner Super Bowl and National Cheer and Dance Championships.

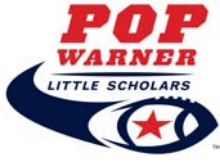
This year's Travel Grant Program is different in several ways from previous years' programs:

- All qualified football teams and cheer/dance squads are eligible.
- These grants are being offered by Pop Warner National, not the NFL; therefore, decisions on grant allotment will be made by the Pop Warner National Staff with input from the Regional Management Teams.
- The total amount of grant funds is less this year than in the past, so grants will be allotted according to financial need only. Applying for a grant does not automatically qualify your team/squad to receive one. Awarded funds will be paid directly to Disney Sports Travel unless the team/squad owes Disney less than the amount granted, in which case, the balance of grant funds will be paid directly to the Association/team/squad.

These grants are offered to assist with some of the costs of travel only and should serve as a motivator for other local businesses/sponsors to commit to supporting Pop Warner teams and squads whether through financial contributions or other in-kind resources. Additionally, as emphasized all season, fundraising efforts should be undertaken too. Grants will only be awarded to approved local affiliates/teams of Pop Warner Little Scholars, Inc.

### **APPLICATION GUIDELINES:**

- To be eligible, Pop Warner National Office must receive your completed Travel Grant application by mail at the address on this letterhead by no later than 5:00 PM EST **Wednesday, November 19, 2008** along with the Coaches' Articles of Compliance. Applications submitted after the Wednesday, November 19 deadline will be considered ineligible and will not receive grant consideration.
- All applicants must demonstrate a need for funding.
- The Travel Fund grants must be earmarked for the youth participants' hotel accommodation costs associated with the Pop Warner Super Bowl and National Cheer and Dance Championships. If your team/squad's application is approved, the Pop Warner National Office will submit the funds directly to Disney Sports Travel, to credit your team's account at Walt Disney World.
- All Travel Fund grant recipients are required to report back to Pop Warner National Office on the use of grant funds via narrative, financial reports and copies of actual receipts.



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**MAILING INSTRUCTIONS:**

Travel Fund grant applications must follow the attached format and include **all** specified information in the designated order. Incomplete applications will not be eligible for consideration.

Applicants will be notified by phone or e-mail as to the status of their proposal.

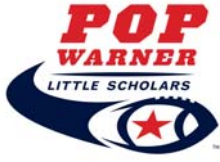
Completed applications should be RECEIVED no later than 5:00 PM EST, **Wednesday, November 19, 2008** and mailed to:

**Trevor Scholl, Grant Coordinator**  
**Pop Warner Little Scholars, Inc.**  
**586 Middletown Blvd. Suite C-100**  
**Langhorne, PA 19047**

**Phone: 215-752-2691 ext. 16**

**E-mail: [marketing@popwarner.com](mailto:marketing@popwarner.com)**

Faxed or e-mailed applications will not be considered.



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**2008 TRAVEL FUND FOR POP WARNER SUPER BOWL AND  
 NATIONAL CHEER AND DANCE CHAMPIONSHIPS  
 GRANT APPLICATION FORM**

**I. CONTACT INFORMATION:**

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

Specific Team/Age Group Applying: JP PW JM M Challenger Sport: Football Cheer Dance

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

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Organization Contact: (e.g., Head Football Coach, Administrator, etc.)

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

Title: \_\_\_\_\_

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

E-Mail: \_\_\_\_\_

**II. PROPOSAL SUMMARY**

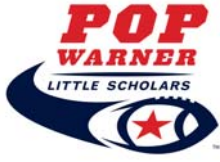
Briefly explain and justify the funding request. Applicants must demonstrate the need for funding and provide specific uses of funds. Please summarize in a short paragraph:

**III. FUNDING REQUEST**

1. A brief description of the organization's mission and history.
2. The total number of youth football players and spirit participants served by your association.
3. General socioeconomic demographics of the youth football and/or spirit participants served by your association. Descriptions should include age, race, socio-economic status, physical ability, etc.

Please include the following about the specific TEAM/SQUAD on behalf of which this application is being submitted:

4. Number of youth football players and/or spirit participants and coaching staff for THIS TEAM/SQUAD traveling to the Pop Warner Super Bowl/National Cheer and Dance Championships.
5. Statement concerning plans for support and investment from local businesses/sponsors.



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#### IV. FINANCIAL INFORMATION

Please attach the following:

1. Current **detailed and itemized travel expense budget** for **THIS TEAM/SQUAD'S** participation in its respective championship tournament.
2. A list of **foundation, corporate and other funding supporters** secured for participation in the respective championship tournament and/or sources that are currently being solicited, along with the status of each request and all sources of income with amounts.
3. The most recent **Financial Statement or listing of actual revenues and expenses** for your organization if revenues are less than \$10,000. The Financial Statement or listing should reflect actual revenues and expenditures for the most recent fiscal year.
4. The most recent **Audited or Reviewed Financial Statement** for your organization if revenues are less than \$25,000 but more than \$10,000. The Audited or Reviewed Financial Statement should reflect actual revenues and expenditures for the most recent fiscal year.
5. The most recent **Audited Financial Statement** for your organization if revenues are more than \$25,000. The Audited Financial Statement should reflect actual revenues and expenditures for the most recent fiscal year.
6. Name and contact information of your organization's **CPA** (if utilized).
7. Name and contact information of your organization's **bookkeeper/treasurer**.
8. A copy of your organization's **IRS Form 990** (if required to file).

#### V. EVALUATION

Please address each of the following:

1. Explain how you will evaluate this youth football/spirit squad travel opportunity to measure its success and expected outcomes.
2. Describe your organization's criteria for success within this youth football/spirit travel opportunity and the results you expect to achieve by the end of the event (e.g., how the travel opportunity enhanced the youth participants' sports experience, the lessons it provided to the participants, etc).

#### VI. REPORTING REQUIREMENTS

If a local team/squad of Pop Warner Little Scholars, Inc. is approved to receive a Travel Fund grant, the organization is required to submit a brief narrative report by **Monday, January 19, 2009** as well as a financial report of the grant. The reports should explain how the organization's needs were met, compliance with the grant terms, and the progress made by the organization toward achieving the goals of grant. Failure to submit these reports will jeopardize any future funding from any Pop Warner grant programs. Additionally, the organization must agree to retain copies of all reports with respect to the grant for at least four years following completion of the reports to the Pop Warner National Office, and make its books and records available for inspection by Pop Warner's auditors, at reasonable times.