Forestwood Skating Club Fund

History, Guidelines and Criteria

History

The Forestwood Skating Club Fund (the "Fund") is an asset of Forestwood Skating Club, Inc. ("FSC"), an Ohio nonprofit corporation that is tax exempt pursuant to Section 501(c)(3) of the Internal Revenue Code of 1986, as amended. Through years of careful planning, continual refinement, and the dedication of its volunteers, the Club has developed several reliable income streams. This success has allowed Forestwood to establish a reserve fund dedicated to supporting its members through Merit Awards and Grants, without impacting the Club's day-to-day operations.

The Fund was created to support competitive amateur figure skating, coaches, and officials, and to nurture and increase public participation in and appreciation of the sport of figure skating in Parma and the Greater Cleveland area. The goal of the Fund is to provide Merit Awards and Grants to home club individuals, coaches or officials that advance the mission and purpose of FSC, as stated in its Mission Statement:

> *"Our mission is to empower skaters to achieve their fullest potential and skating goals within a club that values their dreams, self-confidence, and abilities. We also aim to foster a love for figure skating and positive sportsmanship among our skaters, parents, and coaches."*

The amount of funding each year is determined by the FSC Board of Directors and is based on the anticipated Fund income for the year. The Fund is set up as a "Legacy" account, meaning that in the normal course of business, funding for Awards and Grants will come from income and not principal.

Purposes and Goals

- To create opportunities for people to discover, master, and appreciate amateur figure skating.
- To support participation and increase interest in the sport of figure skating throughout Parma and the Greater Cleveland area.
- Invest in the development of skaters, judges, officials, and coaches through financial assistance, Merit Awards, and Grants.
- Build a stronger future for figure skating by providing support for educational opportunities and resources that advance the mission of the Fund and the communities it serves.

Eligibility

Merit Awards and Grants can only be given to full home club member skaters (Pre-Preliminary Skating Skills or higher), coaches, or officials that are in good standing with Forestwood Skating Club. Members must have paid their FSC Membership dues by June 30th and be up to date on their contract payment (if applicable) by February 10 of the current fiscal year to be eligible. The Grant request must support amateur figure skating at FSC and in the Greater Cleveland area. Members must be able to hand write their application answers. No Merit Awards or Grants will be given retroactively.

Fiscal Year for Determining Funding

The fiscal year for determining the total amounts for Merit Awards and Grants will be September 1st through August 31st.

Merit Awards

Merit Awards are given to:

- Full Home Club Singles skaters who qualify for Excel Final, Team Development, Sectionals, U.S. Championships, or Internationals
- Full Home Club Pairs and Ice Dance skaters who qualify for Team Development, Dance Final, U.S. Championships, or Internationals

This process is automatic (no application is required) and will use a formula approved by the FSC Board of Directors for this purpose. Checks will be issued by the FSC Treasurer based on the U.S. Figure Skating and FSC verified list of skaters and teams.

Grants

Grants and their review and approval are under the control and discretion of the FSC Board of Directors, which will determine the application process and the amount given to an individual and/or program. Priority will be given to proposals that significantly help to execute the Fund's purposes and goals or have potential to serve as a model for national replication for public outreach and education. Checks will be issued by the FSC Treasurer.

Grant Criteria

1. Requests must be distinguished by a high standard of excellence.
2. The pool amount will be determined by the FSC Board annually but is typically $2,500 total.
3. Requests from Skaters, Coaches, or Officials will not exceed $500 and will generally be for lesser amounts.

Application Procedure

Home Club Individual Application

- Review Date Deadline: February 10 of the current fiscal year.
- Only one Merit Award and/or Grant per individual will be granted per fiscal year (Sept-Aug).
- Only handwritten applications will be accepted.
- Your completed application must consist of the items listed below, collated in the following order:
- Application form, first page signed
- Two letters of support from a coach or another non-family member.
- A Signed letter of good standing from Forestwood Skating Club.

Home Club Officials Application

- Review Date Deadline: February 10 of the current fiscal year.
- Only one Merit Award and/or Grant per individual will be granted per fiscal year (Sept-Aug).
- Only handwritten applications will be accepted.
- If snail mailing, your completed application must consist of the items listed below and must be collated and stapled in the following order: Application Form, first page signed, and a signed letter of good standing from Forestwood and additional documents, if applicable.

Home Club Coaches Application

- Review Date Deadline: February 10 of the current fiscal year.
- Only one Merit Award and/or Grant per individual will be granted per fiscal year (Sept-Aug).
- Only handwritten applications will be accepted.
- If snail mailing, your completed application must consist of the items listed below and must be collated and stapled in the following order: Application Form, first page signed, and a signed letter of good standing from Forestwood and additional documents, if applicable.

Applications Will Not Be Accepted If:

1. The application responses are typed, written by anyone other than the applicant (except for parent signature), or reproduced (by computer, or Ai) incorrectly or incompletely.
2. The application packet is not collated properly, or is missing answers, statements or pages.
3. The applicant is not a full home club member of the Forestwood Skating Club of Parma.

Submitting Your Application

Completed applications should be sent to the current Secretary of Forestwood Skating Club, Jackie Gray, by email at support@forestwoodskatingclub.com, or by mail to:

Forestwood Skating Club
Attn: Secretary, Jackie Gray
5000 Forestwood Drive
Parma, OH 44134

It is the applicant's responsibility to verify that the application has been received prior to the February 10 of the current fiscal year.

Forestwood Skating Club Fund

Coaches Application

Deadline: February 10 of the current fiscal year.

Applicant's Name (Print): _____ _____

Level: _____ **U.S. Figure Skating #:** _____

Years as FSC Home Club Member: _____

Address: _____

City/State/Zip: _____ **Phone:** _____

Email: _____

Last FSC Grant Received Date: _____

Grant Request

Amount Requested:
($500 maximum) _____

Funding Period of Request: _____ **through** _____

Reason for Request (must be handwritten):

Please keep in mind that the Fund does not award money retroactively. If approved, you'll be notified after the application deadline.

Please note: A 1099 tax form reporting the amount of any grant may be sent to the recipient at the end of the year. Recipients should consult their tax advisors concerning the income tax consequences of receiving a grant.

Check Payable To: _____

I attest that this proposal is intended to foster, support, develop and promote amateur figure skating in the Greater Cleveland, Ohio area, and that this proposal is accurately described in this Application.

Signature: _____ **Date:** _____

RETURN THE COMPLETED APPLICATION

Completed applications with a letter of good standing from FSC should be sent to the current Secretary of Forestwood Skating Club, Jackie Gray, by email at support@forestwoodskatingclub.com, or by mail to:

Forestwood Skating Club
Attn: Secretary, Jackie Gray
5000 Forestwood Drive
Parma, OH 44134

It is the applicant's responsibility to verify that the application has been received and is complete prior to the February 10 of the current fiscal year deadline.