



Facility Application - Fall 2023

APPLICATION INSTRUCTIONS, TECHNICAL ASSISTANCE AND APPLICATION SUBMISSION

Application Instructions

Fill out all required fields, if information is missing your application may be marked as incomplete. Fill out information within the application form in the space provided. If additional room is needed beyond the space provided in the application, please attach additional pages to your application, clearly mark the attached pages with the sections you are answering.

Technical Assistance

Applicants are invited to schedule an individual Technical Assistance (TA) session with program staff to discuss questions specific to individual projects. TA sessions are offered in half hour time slots between the hours of 9am and 4pm, Monday through Friday. Prospective Applicants may sign up for a TA session by contacting MASC at grants@mnsports.org.

Application Submission

Electronic applications: send your application with all attachments electronically to grants@mnsports.org. Submitting your application electronically will ensure easy tracking of your application submission.

Hard copy applications: applications may be sent by mail to MASC. Please note that MASC and Hennepin County will not be responsible for tracking packages and will not be responsible for undeliverable applications or those that may be lost in the mail.

Mailing Address:

Attn: MASC - HC
1750 105th Ave. NE
Blaine, MN 55449

1. APPLICANT INFORMATION

LGU Name:	
Mailing Address:	
Applicant Name:	
Applicant Title:	
Applicant Phone:	
Applicant Email:	

Signatory Contact:	
Signatory Title	
Signatory Phone	
Signatory Email	
Delegation of authority: <i>List contacts and/or agencies to whom you wish to delegate authority</i>	

**The signatory authority listed must have signatory authority for the grant amount and/or amount of matching funds*

Partner Agency Name:	
Mailing Address	
Partner Contact	
Partner Title:	
Partner Phone:	
Partner Email:	

Facility Name:	
Facility Address:	
Number of estimated youths who will use the Facility annually:	

2. ORGANIZATIONAL REACH AND PROJECT INFORMATION

Describe the profile of the Applicant and/or partner organization, including, as applicable, the size, organizational structure, history, and mission. Describe the relevance of the Grant to your organization’s mission or the mission of your partner organization. Describe the proposed facility project. Describe the number of athletes your facility serves and how project impacts that number.

3. Project Readiness

Describe project timeline from intended start date and ensuing stages to completion date. For collaborative groups/project partnerships, discuss the intended role each organization will play within the collaboration. List any matching funds and their source.

4. PROJECT IMPACT ON DISPARITY REDUCTION

Describe demographics of who will be using the facility. Statistics such as socioeconomic status, free and reduced lunch, and any census data of userbase is helpful. Describe how the proposed project addresses inclusivity and access for a diverse population. Describe the impact the facility will have on communities that have been underserved by private and/or public resources AND on populations who have experienced structural and/or institutional inequality.

5. PROJECT ENVIRONMENTAL IMPROVEMENTS AND SUSTAINABILITY

Describe environmental sustainability elements of the proposed project and potential environmental impact. Sustainable design features seek to reduce negative impacts on the environment, and the health and comfort of building occupants, thereby improving building performance. The basic objectives of sustainability are to reduce consumption of non-renewable resources, minimize waste, and create healthy, productive environments.

Describe improvements or elements that address accessibility and inclusion in your proposed facility for your community. ACCESSIBILITY encompasses the broader meanings of compliance and refers to how organizations make space for the characteristics that each person brings. INCLUSION. Inclusion refers to the intentional, ongoing effort to ensure that diverse individuals fully participate.

6. PROJECT BUDGET

Include your total project budget (may be attached as a separate document). Include a narrative about your requested grant amount with justification. Include descriptions and pricing information of anticipated items for which you will be requesting reimbursement.

7. ATTACHMENTS AND ADDITIONAL INFORMATION

Unless marked as optional, the following items are mandatory for a complete application. If the following items are not included as attachments to your application, your application may be marked as incomplete.

- Attestation Letter on official letterhead with signature from LGU representative and/or LGU signatory authority
- If the Attestation Letter is not signed by the signatory authority, include a signed letter of support from the signatory authority on official LGU letterhead
- Resolution from a local government unit
- Project budget
- Bid from a facility vendor describing the facility elements and costs
- Additional information deemed relevant to the application (optional)