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*Encouraging healthier living through aquatic education and research*

## GRANT APPLICATION GUIDELINES

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In order to be considered for a grant from the National Swimming Pool Foundation, the applicant must be a 501(c)(3) tax-exempt organization. The purpose of grants is for research and academic studies related to swimming pool and spa injury and illness prevention and aquatic health benefits. ***Requests for building, equipment, educational, and/or other programs cannot be considered***

There is no formal grant application form. In order to be considered for funding, the applicant must submit a grant request containing ***at a minimum*** the following information.

- Name and address of the tax-exempt requesting organization making application.
- A brief history of the applying organization along with its mission, principle programs, accomplishments, and budget for the current year.
- A list of the current Board of Directors.
- A statement that notes that the grant purpose has been approved by the applicant's executive or governing body, with signatures of the principle investigator and the executive.
- A copy of current IRS determination letter showing tax-exempt status.
- The two most recent years of audited statements and the latest filed IRS Form 990.
- A concise statement of the purpose of the request and the monetary amount requested. The need for the project should be outlined along with how the grant will improve public health by protecting people who participate aquatic activities and/or encouraging more people to participate in aquatic activities.
- A description of the fundamental solution(s) to be reached, the expected contributions to the population served, and the criteria for measuring success of the project.

- An itemized project budget including personnel, equipment, supplies, travel, administrative, and/or other relevant expenditures. ***The maximum allowable overhead or administrative cost is 10% of the total requested funding.***
- Description of how the project will be implemented, including the timeline.
- A list of prior publications in the related field.
- Preliminary data (if available).
- Vitae of the principle investigator and other supporting staff.
- A statement of whether aid has been sought during the preceding three years from other organizations and, if so, the names of the organizations and the amount received from each, if any.

If a grant is awarded:

1. NSPF and the grant recipient will establish a contract specifying the responsibilities of each party.
2. The grant recipient must agree to publish at least one manuscript in the *International Journal of Aquatic Research & Education (IJARE)*, which the NSPF co-sponsors and promotes to keep professionals in the pool, spa, and aquatic field abreast of research advancement.
3. The grant recipient must agree to present its findings at the World Aquatic Health™ Conference. This conference is a key tool to disseminate knowledge in the pool, spa, and aquatics field.
4. The grant recipient must report expended grant funds and return to NSPF any excess not used for the grant. Status reports are required. The type and frequency will be negotiated.

The grant proposal submission deadline is June 1 of each year. Applications will be acted on within 60 days of the deadline.