



TWINS FIELDS FOR KIDS PROGRAM

Program Guidelines

Program Summary. The Twins Community Fund's *Twins Fields for Kids* program provides financial support to improve baseball and/ or softball facilities for youth in the Upper Midwest and Southwest Florida. The program makes matching grants to non-profit organizations and local government units that operate baseball and/ or softball programs.

The Twins Community Fund and its grant programs are supported in part by Target, US Bank, Best Buy, Treasure Island, and Delta.

Since its inception in 1999, the program has granted nearly \$2.5 million to improve more than 500 Upper Midwest and Southwest Florida ball fields.

Administration. The *Twins Fields for Kids* program will be administered by the Minnesota Twins Community Fund staff who review all requests, pay matching grants, work closely with grantee organizations to ensure completion of the projects and maintain program records.

Matching Grant Size/Purpose. \$1,000 to \$10,000.

Matching grants up to \$10,000 are available for the renovation or construction of baseball and/ or softball fields used primarily by youth. Eligible renovation projects include the upgrading of essential field components, such as new sod, infield, fencing and dugouts. Non-essential items, such as lights, bleachers, restrooms, batting cages and scoreboards, do not qualify for support. Routine maintenance of fields does not qualify. Communities that have not received a *Twins Fields for Kids* grant receive higher priority.

Eligibility. The program is open to any independent Upper Midwest or Southwest Florida 501(c)(3) non-profit organization, school or local government unit that operates youth baseball and/ or softball programs.

Any organization operating baseball or softball programs for youth that has secured funds equal to or exceeding the amount of the requested matching grant funds (can include in-kind contributions of materials or labor) may apply for a grant.

Organizations must also be governed by active boards and have sufficient revenue to operate their leagues.

Priority will be given to projects that integrate sustainable design, land management and products into the renovation or construction of the baseball and/ or softball fields.

Application Process/Schedule. Organizations must complete an application and submit other required documents. Applications will be accepted and reviewed throughout the year until all funds are distributed. Final grant determinations will be made by the Minnesota Twins Community Fund Board of Directors in April, June, and September. Application due dates are as follows:

<u>Application Due Date</u>	<u>Grant Determination/Notification</u>
March 12, 2012	April 30, 2012
May 14, 2012	June 30, 2012
August 13, 2012	September 30, 2012

These are not postmark deadlines. Applications must be complete and sent through the U.S. Mail. **Faxed/emailed applications are not accepted.**

Applicants must complete their renovation project within one year of the grant award date.

Matching Grant Payments. Matching grants will be paid after approval from the Twins Community Fund Board of Directors.

Other Requirements. Organizations receiving grants are required to:

- Prominently display provided signage recognizing program supporters; and
- Seek local media coverage of grant and dedication ceremonies.

For all grantees, the Minnesota Twins Community Funds agrees to:

- Recognize the organization and matching grant in *Twins Magazine* during the season as well as in newsletters.

Questions about the *Twins Fields for Kids* program should be directed to:

Stephanie Johnson
Twins Fields for Kids Program
TWINS COMMUNITY FUND
1 Twins Way
Minneapolis, Minnesota 55403

- ◆ Direct Phone (612) 659-3505
- ◆ E-mail stephaniejohnson@twinsbaseball.com



TWINS FIELDS FOR KIDS MATCHING GRANT APPLICATION – 2012

Organization Name: _____

Address: _____

City: _____ **State:** ____ **Zip:** _____ **Website:** _____

Contact Name: _____ **Contact E-mail Address:** _____

Contact Daytime Phone: (____) _____ **Contact Fax:** (____) _____

Employer Identification Number (EIN) _____

Applicants must be a Nonprofit 501(c)3 organization or government agency. Is your organization a (circle one):

Nonprofit 501(c)3 Organization - OR - **Government Agency**
(attach copy of IRS designation letter)

Requested Matching Grant Amount: \$

Renovation/Project Description – Briefly describe the baseball/softball field renovation project (i.e., what is being upgraded – fences, dugouts, backstops, etc.). Will the MTCF grant be used for a specific purpose? Up to one additional page may be attached.

What is the total cost of the renovation project? \$ _____

Please complete the attached line-item budget. Include bids for work to be done.

Has the renovation begun? Yes No

If so, what has been completed and when is the project scheduled to be complete?
If not, when will it begin and when is the project scheduled to be complete?

How will/did you raise additional renovation funds? On the Line Item Budget section of this application, please list other sources of support that have been secured and requests for support that are currently pending or to be submitted.

How long has your organization been raising funds for this renovation project?

When will all funds needed for the project be secured?

What will be the impact on the project if you do not receive a Twins Fields for Kids grant?

Eligibility

- 1) Do you operate a baseball program? Yes No
- 2) Do you operate a softball program? Yes No
- 3) How many years has your program been in existence? _____
- 4) How many children participate in your baseball/softball program? #Boys _____; #Girls _____; Total _____
How many teams participate in your baseball/softball program? #Boys _____; #Girls _____; Total _____
- 5) Does a board of directors govern your baseball/softball program? Yes No

Field Information

- 1) Who owns the field?
- 2) Who maintains the field?
- 3) List all teams (youth and adult) that play on the field (attach another page if necessary):

Sponsoring Organization Team No. of Participants Ages No. of Games Played

Environmental Improvements and Sustainable Design

What sustainable design, land management, and products will be a part of your project? (Examples include installing bleachers made from recycled materials at a ball field, ensuring a field is a zero-waste zone, or avoiding the use of harmful pesticides in favor of alternative field management practices.)

List and describe all environmental improvements. New irrigation systems are considered an environmental improvement.

Other Requirements

If a matching grant is approved, your organization must be willing to display a plaque supplied by the Twins Community Fund at the renovated field recognizing the support. Does your organization agree to do this?

Yes No

If a matching grant is approved, your organization must submit a final report, receipts and photos of the completed project before the final payment is made. Does your organization agree to do this?

Yes No

If a matching grant is approved, your organization must assist the Minnesota Twins in seeking the participation of local media for dedication ceremonies and newspaper articles. Does your organization agree to do this?

Yes No

Organization

Signature

Date

REQUIRED ATTACHMENTS:

PLEASE ATTACH:

- 1) The completed line-item budget and bids for work to be done;
- 2) Pictures of the field and area being renovated;
- 3) A list of your program’s board members/government agency’s council members;
- 4) A proposed timeline of the start, major segments, and completion of the project;
- 5) A list of other organizations making financial contributions to the renovation project, including the amount of their support and proof of their pledge; and
- 6) A copy of your 501(c)(3) IRS designation letter (if applicable).

All information required in the *Twins Fields for Kids* application must be supplied as specified. Do not leave any submission items unaddressed. If a submission item is not applicable, please state the reason(s) why the item does not apply.

Applications that are incomplete will be returned and will not be reviewed for funding until re-submitted as a complete application.

COMPLETED APPLICATIONS SHOULD BE SENT TO:

Twins Fields for Kids
Attn: Stephanie Johnson
1 Twins Way
Minneapolis, MN 55403