CITY OF ALTOONA

2013
GOODMAN TRUST RECREATION GRANT PACKET

GOODMAN TRUST RECREATION GRANT PACKET INCLUDES:
GRANT APPLICATION
MISSION STATEMENT
INSTRUCTIONS AND IMPORTANT DATES

RETURN APPLICATIONS TO: LINDA RICKENS SCHELLHAMMER, CITY CLERK
ALTOONA CITY HALL
1301 12TH STREET, SUITE 100
ALTOONA, PA 16601
MONDAY - FRIDAY 8:30 A.M. TO 4:30 P.M.

LABEL OUTSIDE MAILING ENVELOPE AS FOLLOWS: 2013 GOODMAN TRUST GRANT APPLICATION

APPLICATION DEADLINE: WEDNESDAY MAY 8, 2013- 10:00 A.M.

WE HAVE THE RIGHT TO REJECT ANY AND ALL APPLICATIONS WHICH DO NOT QUALIFY UNDER THE TERMS OF THE GOODMAN TRUST

APPROXIMATE TOTAL GRANT MONEY TO BE DISTRIBUTED: $4,000

PUBLIC MEETING DATE TO HEAR GRANT PROPOSALS: MAY 13, 2013- 7:00 P.M.
PUBLIC MEETING LOCATION: CITY OF ALTOONA TRAINING FACILITY
AND COUNCIL CHAMBERS
1320 WASHINGTON AVENUE
ALTOONA, PA 16601
(across from Fire Station No. 1)

GRANT AWARD DATE: WEDNESDAY, MAY 22, 2013, 7:00 P.M. BY ALTOONA CITY COUNCIL AT THEIR REGULARLY SCHEDULED MEETING (applicants need not be present at this meeting)

ANTICIPATED CHECK MAILING DATE: JUNE, 2013.

RECEIPTS DEADLINE: PER THE CITY AUDITOR, GRANT AWARD RECIPIENTS ARE REQUIRED TO SUBMIT PROJECT RECEIPTS TO THE CITY CLERK. A DEADLINE DATE FOR RECEIPTS WILL BE MAILED WITH YOUR CHECK AWARD. IF YOU CANNOT MEET THE DEADLINE YOU MUST NOTIFY THE CITY CLERK IN WRITING AND PROVIDE YOUR PROJECTED DATE.

MISSION STATEMENT
CITY OF ALTOONA - GOODMAN TRUST RECREATION GRANT

The mission of the Goodman Trust is to award annually the interest proceeds from the Goodman Trust Fund, established by Martin and Mabel Goodman, for recreation for the residents of the City of Altoona.

The Goodman Trust was established in 1988 upon approval of the Goodman Trust Agreement. In 1989 the Goodman Trust Advisory Committee was formed in an effort to advise City Council on the expenditures of the Goodman Trust. The Goodman Trust Advisory Committee is empowered to make recommendation only. City Council, as authorizing agent, has the final authority, by Resolution, of the expenditures of the Goodman Trust interest proceeds.

Eligibility Requirements
Applicant must be an organization requesting grant funds in order to develop, maintain and operate public recreational facilities for residents of Altoona. Therefore, your request must set forth which public recreational facility you are requesting to develop, maintain and/or operate. Failure to do so will make your project ineligible.

Matching Requirements
Goodman Trust Awards do not require matching funds.

Goodman Trust Advisory Committee
Altoona City Council uses an advisory committee to make recommendations for Council's consideration in making final funding decisions. The Goodman Trust Advisory Committee consists of 4 members appointed by City Council to serve three year terms.

Application Process
The information provided in the application is the principal source of information for advisory committee review. Only the information requested in the application should be provided. The application should be completed in its entirety and the advisory committee is not responsible for incomplete, incorrect or unclear information. **Applications will be received in the City Clerk's Office from April 8, 2013 through May 8, 2013 at 10:00a.m.** Applications received after the deadline date will not be considered**. Applicants are strongly encouraged to attend a Public Meeting May 13, 2013 at 7:00 P.M. – City of Altoona Training Facility and Council Chambers, 1320 Washington Avenue, Altoona, PA and make a brief presentation to the Goodman Trust Advisory Committee. Only those who have submitted an application in May will be eligible to make a presentation. The grant money will be awarded by City Council in May.**

Funding Process
Interest proceed information will be provided annually by staff of the City of Altoona to the advisory committee. Upon resolution approved by City Council requests for checks will be initiated by City staff and checks will be mailed to the contact person provided on the application during the month of May.

APPLICATION AND ALL MATERIALS – SUBMIT 5 COPIES
PLEASE DO NOT USE BINDERS, FOLDERS OR PLASTIC PAGE PROTECTORS

Organization Name_____ **Deadline Date:5/08/13 Type or Print (BLACK INK)**

GOODMAN TRUST RECREATION GRANT APPLICATION

NAME OF ORGANIZATION_____
PROJECT_____
PROJECT ADDRESS/LOCATION_____
CONTACT NAME_____TITLE_____
CONTACT PERSON'S
ADDRESS_____PHONE(day)_____

YOUR REQUEST FOR GRANT FUNDS MUST BE FOR A PROJECT WHICH DEVELOPS, MAINTAINS AND/OR OPERATES A PUBLIC RECREATIONAL FACILITY FOR THE RESIDENTS OF ALTOONA, OTHERWISE YOUR PROJECT WILL BE INELIGIBLE.

GIVE A BRIEF DESCRIPTION OF YOUR ORGANIZATION:_____
_____
_____
_____

GIVE A BRIEF DESCRIPTION OF YOUR PROJECT:_____
_____
_____
_____

Target Participants_____
How many people will benefit?_____
Are your services open to the public? ☐ YES ☐ NO (If you checked no do not apply)
Project Goals_____
_____
Why are you undertaking this project?_____
_____
Who will maintain this project when complete and in the future?_____
_____
Projected completion date of your project_____
Total Project Cost_____Other Project Funds (inkind or cash)as follows:
Amount_____Source_____
Amount_____Source_____

$GRANT AMOUNT REQUESTED_____
DID YOU RECEIVE GOODMAN TRUST FUNDS IN 2012?: ☐ YES ☐ NO
HOW WERE THE FUNDS USED?_____
DID YOU PROVIDE 2012 RECEIPTS BY THE DEADLINE? ☐ YES ☐ NO
PROVIDE SUPPORT MATERIAL RELATED TO 2013 PROJECT:(flyers, press releases, brochures, fund-raising letters, photos, articles & attach to application) **(5 COPIES)**

1. The information contained herein and in all attachments and supporting material is true and correct.

2. Any funds received, as a result of this application will be expended solely for the described projects and programs.

3. Project receipts must be submitted by the required deadline as required by the city auditor. Non-compliance will prohibit future funding by the Goodman Trust Fund.

Signature_____

Date_____