



Edmund R. Burke Fund for Cycling Development

TRAVEL & TRAINING GRANT GUIDELINES AND APPLICATION - 2007

Program Outline:

The Edmund R. Burke Fund for Cycling Development provides direct financial assistance to aspiring athletes with successful competitive records who have the potential to achieve higher performance levels and rankings. The goal of the fund is to relieve the financial burden on junior athletes lacking in resources. Assistance is considered for travel to designated development camps, and/or travel to specific events which are qualifiers for international competitions. The fund is replenished through individual and corporate contributions to the Edmund R. Burke Fund for Cycling Development, through the USA Cycling Development Foundation. This grant program is designed to assist junior cyclists in realizing their athletic goals and dreams. We welcome all applications that are submitted as long as they adhere to the following guidelines:

Eligibility:

1. Any JUNIOR with a racing of 14 or higher, or Under-23 age cyclist with regional and/or national ranking and previous qualification for a regional or national team development camp within their category or age group provided they meet the financial need criteria. Athletes using a grant for competition purposes, must be competing outside of their state in national or international competitions and have permission to submit the application from the USACDF office. Highest consideration is given to applicants with financial need and who have demonstrated the most commitment to the sport.
2. Applicants must demonstrate through parental, guardian or personal tax returns, adjusted gross income per dependant to be less than \$30,000 a year for a family return, or \$10,000 a year for a personal return. (Divide adjusted gross income by total number of dependants.) Remember this number is NOT the total Adjusted Gross Income, it is a division of that number by the total number in the household. Example: A single parent household with one child earning \$60,000 a year or less is eligible to apply.
3. Individual applicants must be U.S. citizens, with a valid USA Cycling license to be eligible for funding.
4. Grant checks will be issued AFTER the camp or event has occurred and the completed survey and donor thank you letter has been received from the athlete. Applicants needing funding prior to a regional or national athlete camp should contact the Foundation office, (See application instructions.)

Application Guidelines:

1. Two grant rounds will occur during the 2007 year. Deadlines for applications are June 15th and November 30th, with award checks being distributed 2-4 weeks after these deadlines, provided the qualifying applicant has submitted a completed W-9 form. Valid applications received after any deadline will automatically be entered into the next round.
2. A one page **TYPED COVER LETTER WRITTEN BY THE ATHLETE** describing the benefits they receive from participating in the sport and why they deserve grant consideration must accompany each grant application.

3. Complete a race resume in the provided section including all races entered in the previous year. List in chronological order event name, place, date, type, category raced and results. (Again, use the space on the scholarship application.)
4. Provide a recommendation from your coach or someone who is familiar with your athletic career. The letter should address your athletic potential, pursuit of athletic goals and relationship with the person writing the letter.
5. A completed I.R.S. W-9 form (download from <http://www.irs.gov/pub/irs-pdf/fw9.pdf>.)
6. Your total application packet, however, may NOT exceed 7 pages.
7. Completed **Travel And Training Grant Application** must consist of the items listed below **faxed (preferable) or mailed in the following order:**
 - *Cover letter.*
 - *Application Forms* (2 pages) - first page *signed*.
 - *1 Letter of Recommendation*
 - *Parents' Adjusted Gross Income from previous two years* (1 page from each tax return showing the AGI and the total number of dependants in the household.)
 - *W-9 Completed by Applicant*
8. **Conditions under which an application WILL NOT be accepted:**
 - Any application that does NOT meet the requirements.
 - Any application missing a letter of recommendation, W-9 or other component.
 - Any Application that is **NOT LEGIBLE**.
9. Applications must be *received* by the Foundation via the following services: U.S. Mail, **Fax** or hand delivered on or by the date due.

**Mail completed applications to:
USA Cycling Development Foundation
1 Olympic Plaza – Building 6
Colorado Springs, CO 80909
Or fax applications to 719-866-4124**

Edmund R. Burke Fund for Cycling Development

TRAVEL & TRAINING GRANT APPLICATION

Name: _____ USAC Racing License# _____ Racing Age: _____

Parent Names: _____ Cycling Discipline: _____

Address, City, St, Zip: _____ Soc. Sec. # : _____

Phones: Day: _____ Evening: _____

E-Mail Address _____ Club Team Name/Webpage _____

Previous Grant Amounts \$ _____ Dates: _____

Parent/Guardian Signature: _____ Date: _____

Rider Signature: _____ Date: _____

Grant checks are issued AFTER THE CAMP OR EVENT, and the evaluation survey has been completed. ALL APPLICANTS MUST COMPLETE the attached post-event survey, a W-9 and a donor thank you letter in order to receive a check.

I. Annual Race Expense Information

Please indicate your expense totals in the space provided. Include travel costs, entry fees, coaching salaries, etc. Use the box to the right for explanations.

<p>Club and License fees:</p> <p>Uniforms:</p> <p>Insurance:</p> <p>Coaching Salaries:</p> <p>Equipment:</p> <p>Entry Fees:</p> <p>Travel Costs:</p> <p>Other:</p> <p style="text-align: right;">Total Expenses: \$</p>	
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II. List your race resume for the last season (typed):

III. What are your athletic goals? (For this coming year, for the next five years?)

IV. Please describe how you support your race efforts. Include loans, scholarships, grants and fundraising efforts. Be as specific and honest as possible:

V. What specific camp or event will your grant be used for?

VI. **Please save and complete the attached survey AFTER attending the camp or event for which your grant will be used being used. A short thank you letter should be included with the evaluation form thanking the Foundation Board members and other donors who make these grants possible.**

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USA Cycling Athlete Post Event/Camp Survey

Please answer the questions completely and type, or write legibly. Your input is very important for improving the quality of development camps and other events.

Camp or Event Attended:

- 1) What were the things you learned to improve your competitive performance? (Please be specific and list anything you felt was valuable – use the back if needed.)

- 2) Was there anything you were expecting to learn that was not taught?

- 3) Who on the staff helped you the most? (It's OK to list more than one person.)

- 4) What were your best and worst moments at the camp or event? (This is more of a personal assessment and not really a reflection of the camp quality.)

- 5) What are the main things that you see that could be improved?

- 6) How do you rate the experience overall?

Please note that the return of this SIGNED & legibly completed questionnaire and a short thank you letter for our donors is required before grant checks can be written.

Please mail or fax the completed document to Steve McCauley at 719-866-4124 or mail to:
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1 Olympic Plaza – Building 6
Colorado Springs, CO 80909