



Adult Learn to Swim (ALTS) Grant FAQ

- **What can USA Swimming Foundation Adult Learn to Swim Grant funding be used for?**
 - Free or reduced-cost swim lessons for adults 18 years of age and older (i.e. scholarships)
 - Pool/lane rental
- **What expenses are NOT allowed under USA Swimming Foundation grant funding?**
 - Learn to Swim Grant funds are not intended to provide budget relief, support facility overhead, construction or renovation, aid in the purchase of material goods (including equipment, apparel, etc.), or be used for advertising, promotional, or marketing purposes.
- **When are applications due?**
 - Completed applications must be submitted by December 15 at 11:59pm MT.
- **Where can I apply?**
 - Once open, applications are available at <https://usaswimming.smapply.io>
- **I'm being asked for a Federal Tax ID Number or employer identification number (EIN) to create an account—what is that?**
 - In order to establish a SurveyMonkey Apply account, you will be asked to create a new user account using your program's **Federal Tax ID Number/Employer Identification Number (EIN)** and a valid email address. A business tax ID number, also called an employer identification number (EIN) or federal tax ID, is a unique nine-digit number that identifies your business with the IRS. If you do not know this number, please check with your accounting or payroll department. This number can also be located on your last Federal Tax Return or your W9 form (which you will need during the application process).
- **I operate several facilities under one Federal Tax ID number, does that mean I can only apply for one grant?**
 - **Yes.** Which means you only need to fill out ONE (1) grant application; however, each of your facility's funding requests can still be represented. For example, franchisees and YMCA associations holding a single Federal Tax ID Number for multiple locations/branches will need to coordinate efforts among all locations/branches to submit one (1) application under the entity, rather than multiple applications for each individual location/branch.
- **SurveyMonkey Apply says there is already an account with my program's Federal Tax ID Number/Employer Identification Number (EIN)—how do I proceed?**
 - If an account has already been created with your Federal Tax ID Number or EIN, chances are someone within your organization, perhaps at an alternate location or branch, or a previous employee, has created a profile and/or application in advance of you. Since only ONE profile and grant application is permitted per Tax ID Number/EIN, you will need to coordinate efforts to combine your funding requests across all locations, including the number of students to be served.

If you cannot locate the individual who created the original account, please contact Hilary Perez at support@usaswimming.org, or 719-866-3567, to help identify the primary account holder or to update to the primary user on the account.

- **What is the maximum award that can be received by an applying program?**
 - The maximum ALTS grant award is \$5,000. Grant funding will be awarded based on your budget, reflecting the number of participants proposed to be served who are outside of your current scope of service and existing outreach programs.

- **How do I know if my application was successfully submitted?**
 - The Grant Application is divided into multiple tasks. All tasks must be completed prior to application submission in order to be considered and reviewed by the Grant Review Committee. **Each task has a “Mark as Complete” button at the bottom. Once all tasks are complete the applicant MUST also select “Submit” for the entire application on the left side of the screen in order to complete the application process.** A pop-up confirmation will appear once the application has been successfully submitted, and a confirmation email will be generated. If you do not see or receive these communications, the application has not been marked as submitted and will not move to the review stage for consideration.

- **What kinds of information will the application require?**
 - Applicants will be asked for the projected cost per participant and to provide a breakdown of expenses for each participant. Additionally, applicants should be prepared with a detailed narrative outlining the proposed program. Note, the more information and detail provided regarding your proposed program, the better; this is the chance to tell your story.

- **How do I know if my costs are reasonable?**
 - It is understood the average cost per participant varies based on geographical location; for example, New York City may have a higher programming cost than Belle Chasse, LA. That said, the Grant Review Committee is looking for proposals who seek to serve as many participants as possible at-cost.

- **What is the Grant Review Committee looking for?**
 - The Grant Review Committee looks most favorably upon programs and projects that:
 - Outline spending in the most cost-effective manner
 - Demonstrate long-term sustainability without continued USA Swimming Foundation funding support
 - Coordinate community partnerships within the proposed project that expand the reach and impact
 - Obtain matching (or incremental) dollars from the local community
 - Have and communicate a detailed plan of execution for the proposed project
 - Provide opportunities or connections with programs which allow for participation in U.S. Masters clubs or workout groups once the appropriate skills have been mastered

- **Who reviews my application and how do I keep track of its status?**
 - The Grant Review Committee is comprised of volunteers from USA Swimming and U.S. Masters Swimming, including our Board of Directors, Committee members, and staff. To protect from any potential or perceived conflicts of interest, our programming team does not review submitted applications as part of the Grant Review Committee. Additionally, each Review Committee member is instructed to abstain from reviewing any application where they may have a pre-existing relationship with the program or submitting organization.

Applicants may log in to their [SurveyMonkey Apply](#) account at any time to view the status of their application; status is updated in real time as applications move through workflow.

- **Who should I contact if I have questions about my eligibility or the grant process, or need assistance in accessing our organization’s account?**

- For Learn to Swim Grant questions and support, please contact Hilary Perez at support@usaswimming.org or 719-866-3567.