

## Foundation For Free Flight Grants Program Guidelines

### Introduction:

The Foundation for Free Flight (FFF) Grants Program assists qualified organizations with funding for projects that preserve or enhance “Free Flight” opportunities. “Free Flight” is defined as the activity of flying a foot launchable, unpowered heavier-than-air vehicle, and is commonly referred to as hang gliding or paragliding.

If your organization is interested in applying for a grant, the application process can be simplified by contacting the Foundation for Free Flight grants committee before completing a grant application. Call Foundation for Free Flight’s Google Voice Mail at 559-677-7546 and we will get back asap or email [grants@foundationforfreeflight.org](mailto:grants@foundationforfreeflight.org) with a brief description of your project. A Foundation for Free Flight Grants Program Advocate will then contact you to discuss your project and provide information that will help you with the application process.

### General Information:

#### Grant Review Process, Award and Funding Dates

The FFF uses the following meeting cycle to manage it’s granting process.

#### Grant Review, Award and Funding Dates

	<b><u>Suggested Application Deadlines</u></b>	<b><u>Grant Committee Meeting Dates</u></b>
Spring Summer Fall	March 30 <sup>th</sup> July 30 <sup>th</sup> Nov. 30 <sup>th</sup>	April 9 <sup>th</sup> , April 28 <sup>th</sup> June 4 <sup>th</sup> August 20 <sup>th</sup> Oct 22 <sup>nd</sup> Dec 17 <sup>th</sup>

Time sensitive grants may be reviewed, awarded and funded in-between the regularly scheduled semi-annual review cycle. ***Submitting a Grant request application as early as possible is the best way to receive funding on time!***

#### A. Foundation for Free Flight Recognition

All projects must acknowledge the Foundation for Free Flight by inclusion of the Foundation for Free Flight logo



on signage, publicity and outreach materials associated with the project funded by the Grant. The following wording should be included *"This project was made possible by a grant from the Foundation for Free Flight "*. Sample signage is available from the office. The Foundation for Free Flight logo can be obtained from the office as an electronic file attached to e-mail.

## **B. Grant Award Contract:**

Prior to the release of funds all grant recipients shall sign a written contractual agreement with the Foundation For Free Flight indicating their intentions for fulfilling their requirements for the grant. Each grant award may have specific stipulations that the FFF Grant Committee has deemed relevant for the grantee to receive the specific FFF grant. Additionally, the contract will include the recipient's agreement to submit a Project Report defined in section C. Project Report below. Examples of a contract award document are: That XYZ work be completed by ABC time and with the following stipulations or else grant monies are expected to be returned to the FFF. (Please see an example of a Grant Award Contracts on the FFF Website.)

## **C. Project Report**

Prior to the release of funds all grant recipients shall agree in writing to submit a project report within 90 days of completion of the project. This should be 2-3 pages, and should include:

1. A summary of expenditure of funds (< 1 page).
2. A short summary about the project with completion dates.
3. At least three photos (if applicable) showing before and after shots of the project, or volunteers in action. The Foundation for Free Flight would like to use these photos in our newsletter or on our web site.
4. Any copies of local newspaper/magazine coverage.

## **D. Expiration Policy**

Twelve months after the grant request application is received by the Foundation for Free Flight, a new application may need to be re-submitted to keep the grant request active if the grant is:

1. Not awarded (under review, award pending completion of grant conditions)
2. Partially funded.
3. Affected by changes that substantially change the grant proposal.

Check with your Grants Advocate to determine if an application re-submittal is needed.

## **E. Availability of Funds**

The Foundation for Free Flight Funding resources are fully dependent on contributor donations, and as such there may be times when awards will be limited by a lack of contributions. Additionally, grant awards are also subject to Foundation for Free Flight spending guidelines. These guidelines are used to manage the availability of funds based on Foundation spending rules. These rules ensure that Foundation funds will be managed so as to support the long term goals of the Foundation.

## **F. Grant recipient non-profit status**

In most instances site preservation grant recipients must be existing organizations with a non profit status. The exceptions are special situations where the Foundation can “exercise oversight” of a grant recipient. It is easier for a regional or local organization to “exercise oversight” on a project that they are closely associated with. Wherever possible, Foundation for Free Flight prefers to work with local non profit groups that can provide the needed oversight.

Competition grants are made to USHPA-related competition teams or leagues and do not require a non profit status. Safety and Education Grant recipients do not need to be nonprofits, but must demonstrate their independence from “for profit” enterprises to receive consideration. Foundation for Free Flight does not make grants to individuals unless they are closely associated with a charitable organization that can provide the required “oversight”.

## **G. Return any unused funds**

If Grant funding is intended to pay for a specific expense within a project or if a project that is completely funded through a Grant is completed without using all of the funds received by the grant recipients, all unused funds shall be returned immediately to the Foundation for Free Flight.

## **H. Project Reports**

Following the award of a grant, the grant recipient will submit a progress report every **3-5 months** until the project is completed.

## Additional Information

### 1. About **Land Acquisition policy in Site Preservation Grants:**

The Foundation for Free Flight does not purchase land or participate in the ownership of land. The Foundation for Free Flight may assist with the purchase of land, land easements or costs of acquisition. The Foundation suggests that your organization consider ownership of the land. In some situations, working with a local land trust or conservation organization may be the most effective way of preserving a site. The development and support of working partnerships with resource management agencies, conservation organizations, and land trusts is highly encouraged.

Check with your Grants Program Advocate to determine if the Foundation can provide land use information and advice that will assist your project. In special cases we have been able to provide non-monetary assistance and guidance to organizations. We are interested in providing such assistance whenever possible.

### 2. **Research projects:**

The Foundation for Free Flight prefers to partner with existing organizations engaged in research projects. We encourage and welcome early involvement in project discussions. However, research project applications must be approved by the organization's principal investigator or supervisor before submission to the Foundation for Free Flight. **To be considered, any research application must be supported by an outline** detailing objectives, methods for data collection and analysis, intended use of results, time scale and participating partners.

## Funding Categories and Criteria

### FFF CORE FUNDS:

Foundation for Free Flight Grants usually fall into one of the following three **CORE** categories and receive funding from the corresponding category within the Foundation for Free Flight reserves: **Site Preservation, Safety & Education, Competition**. If a grant falls into more than one category, funds will be drawn from the corresponding Foundation for Free Flight reserves at a ratio determined by the most current FFF Spending Rules Document. Competition grants for teams with both PG and HG pilots and/or men and women will draw from the corresponding competition sub fund categories as needed.

#### A. Site Preservation

The Foundation for Free Flight grants funding assistance for projects that acquire, preserve or improve free flight launch and landing areas.

**Site preservation projects must meet the following criteria for grant funding:**

- 1) The project must be supported by the local and regional hang gliding and paragliding community.
- 2) It must involve an official USHPA chapter with a minimum of 12 USHPA Members or **8 years** as a chapter.
- 3) Some degree of matching funds should support the project. At least 50% is recommended, but smaller matches will be considered. Pro bono services and volunteer time can be counted toward this figure.
- 4) Should implement a “property protection procedure” for the affected site, by obtaining a deeded easement\* that includes the following:
  - a) Conservation easement (for building, dumping, development, etc.)
  - b) Recreational use easement (for foot-launched free flight)
  - c) Access easement (for clear and unrestricted access to all USHPA members).

\*In the case of public land ownership or previous land ownership agreements, a lease agreement may be substituted for a “deeded easement”)

#### B. Safety & Education:

The Foundation for Free Flight grants funding assistance for projects that establish, stimulate, support or maintain programs and research for free flight activities, participants and the general public. Examples include safety research, pilot training, development of publications, and conservation of historical materials, film projects that educate or teach safety.

Safety and Education grant projects should;

- 1) Be of national significance.
- 2) Provide for the development of knowledge that promotes safety within the sport.
- 3) Foster enhanced public awareness of free flight.
- 4) Serve as an important flight research arena where development of processes or knowledge would benefit free flight pilots.

#### C. Competition:

The Foundation for Free Flight grants funding for the support of Free Flight pilots competing in domestic or international events.

The FFF’s competition category has 2 main categories:

##### 1) **CORE FUNDS:**

HGC - Hang Gliding Comp Fund  
PGC - Paragliding Comp Fund

##### 2.) **TARGETED COMP FUNDS:**

HGNT - Hang Gliding National Team  
PGNT - Paragliding National Team.

XALPS - XALPS National Team

WCF - Woman's Comp Fund – for the Women's World Team

NOTE: The HGC and the PGC are the only choices that USHGA Members can choose to donate to in USHPA Renewal Match Program today. The FFF Grants Committee decides how and if funds donated to these 2 comp funds get distributed to the National Team efforts.

Also, Donors can give directly to the National Teams directly on the FFF Website: (<http://foundationforfreeflight.org>)

### **FFF TARGETED FUNDS:**

These are special funds that have been setup to assist in funding specific free flight initiatives. They generally have more open spending rules than the FFF core funds.

### **COMPETITION TARGETED FUNDS:**

#### **The Hang Gliding National Team Fund:**

This targeted fund was created in 2011 to better support funding the Hang Gliding World Team. All the proceeds from this fund may be contributed in any one year towards the Hang Gliding USA World Team and to no other competitions. This fund is exclusively dedicated to supporting that team in hopes that they will receive a higher/better donation rate.

#### **The Paragliding National Team Fund:**

This targeted fund was created in July 2011 to better support funding the US National Paragliding Team. All the proceeds from this fund may be distributed in any one year towards a US Paragliding World Team initiative and to no other competitions. This fund is designed to support that team in hopes that they will receive a higher/better donation rate.

### **SITE PRESERVATION TARGETED FUNDS:**

#### **Hyner Memorial Fund PA, Targeted Fund**

Created in August 2017 to support the preservation of the Hyner Site in PA.

#### **Lake McClure Site CA, Targeted Fund**

Created in Feb 2018 to support the preservation of the Lake McClure Site in CA.

#### **TTT Dunlap Site TN, Burnside Site Endowment Fund**

Created in Jan 2018 to support the TTT effort to purchase an additional launch site in Dunlap TN.