



LISC/ESPN Home Court Program
A Community Basketball Court Program
REQUEST FOR PROPOSALS (RFP)

Overview

The LISC/ESPN Home Court Program (the “Program”) is a program of *ESPN* which provides funding for the Program, and the Local Initiatives Support Corporation (LISC), which provides technical assistance and manages the Program. The goal of the Program is to provide non-profit, neighborhood-based organizations with financial and technical assistance to improve the quality, safety, and accessibility of local community basketball courts. The Program provides grants of up to \$25,000 for capital improvement projects to basketball courts.

In order to be eligible for a grant under the Program, projects must be sponsored by non-profit community-based organizations registered as exempt from Federal Income Tax under Internal Revenue Service Code Section 501(c)(3) or middle or high schools. In addition, **all organizations applying for funds must serve low to moderate-income areas located specifically and exclusively within the following markets: Philadelphia, PA, Milwaukee, WI, Houston, TX, Memphis, TN, Atlanta, GA, and Los Angeles, CA.**

Proposals will be evaluated based on the extent to which they: (1) seek to upgrade existing facilities that are in poor condition or otherwise underutilized; (2) demonstrate active use of the basketball courts; (3) **attract matching funding that exceeds the minimum required match of 1:1**; (4) involve local partnerships with non-profit community partners (e.g., USA Basketball, NBA Cares, Parks and Recreation Departments, YMCA branches, Boys and Girls Clubs, PAL, etc.) in order to promote youth sports safety and community programming on the courts; and (5) provide for continuing maintenance and athletic court safety. As noted above, grants are given only for capital expenditures. Applicants may request a maximum of \$25,000 from the Program to be used for capital improvements.

Proposals are due by January 31, 2018.

Please read the complete RFP before submitting a proposal.

EMAIL SUBMISSIONS TO
SportsAndRec@lisc.org

**PLEASE SEND THE PROPOSAL AS A PDF ATTACHMENT AND INCLUDE ALL
REQUIRED DOCUMENTS AS PER THE RFP.**

DO NOT SEND THE PROPOSAL IN THE BODY OF THE EMAIL.

Please title the attachment with Organization and Project name.

LISC-ESPN Home Court Program Objectives

Athletic courts can serve as tremendous community assets by offering opportunities for recreation, education, and relaxation that contribute to the health and local quality of life within the local community. The LISC/ESPN Home Court Program seeks to redress the shortage of clean, safe and accessible basketball courts in low and moderate-income neighborhoods.

Non-profit neighborhood-based organizations can play a leading role in the improvement of existing or creation of new athletic courts. With experience in both real estate development and community building, many of these organizations possess the capacity to address both the capital aspects of athletic court development and the program elements (i.e. youth basketball leagues, sports tournaments, science fairs, summer festivals, community celebrations, and after-school events). Equally important to this experience, neighborhood-based organizations have connections to their community that legitimize their operations and draw resident support for their work. If local residents have a sense of ownership and see themselves as stakeholders in the creation and maintenance of athletic courts, these community assets are more likely to be protected and preserved for long-term use. The LISC/ESPN Home Court Program is intended not only to respond to the immediate shortage of athletic courts, but also to build an infrastructure through partnerships and resident involvement that will sustain these open spaces for community use.

Availability of Funding

General Athletic Court Support: applicants may submit requests of up to \$25,000 for capital projects that can include: the installation/refurbishment of basketball court flooring, hoops, nets, backboards, scoreboards, bleachers, and fencing. **A minimum three-year maintenance plan and corresponding financial budget must be provided in order to demonstrate that the applying organization will maintain the court despite projected wear and tear and potential overuse by youth sports participants. Funds from the Program may not be used to maintain court surfaces, as all grant funds must be used for capital expenditures.**

Organizational Eligibility Criteria

To be eligible for the LISC/ESPN Home Court Program, organizations applying for grant funds must meet **all** of the criteria listed below:

- Be a community-based organization, middle school or high school, serving a neighborhood consisting primarily of low and moderate-income families and individuals. Please note:
 - Schools must demonstrate the ability of the community to also utilize the court;
 - Universities and college campuses are not eligible to apply and will not be considered for funding.
- Have at least one full-time staff person (all-volunteer organizations will not be considered);
- Be in existence for at least three years;
- Have a proven track record in real estate development and parks or youth programming;
- Have 501(c)(3) tax-exempt status/school status; and
- Be located in one of the eligible markets in Schedule A.

Selection Criteria

Organizations and their projects will be selected for funding based upon the following criteria:

- 1. Feasibility of the proposed project.** The project budget must be based upon realistic costs, preferably written contractor's estimates.
- 2. Project readiness.** Sources of funding for the entire project budget should be identified. Plans for court renovation should take into account the schedule of recreation activities over the course of the year. A project timeline should be specified in the proposal.
- 3. Impact upon neighborhood and support from the community.** Only proposals that locate projects in low and moderate-income communities will be considered. The proposal should clearly state how the court improvements would benefit the community. It also must clearly detail how many youth and adults make use of the court for basketball and for other activities. Moreover, the proposal must also include a projected increase in the number of people that will use the facility as a result of the LISC/ESPN Home Court Program improvements. Support letters from other neighborhood and partner organizations and joint use agreements (where applicable) must be included as well as contact information for the youth basketball organizations and high school basketball programs scheduled to use the courts.
- 4. Match funding.** The LISC/ESPN Home Court Program requires a minimum local match of one dollar for every LISC/ESPN Program dollar (1:1). For example, if the proposal requests \$25,000 from the LISC/ESPN Home Court Program, it must demonstrate sources for at least \$25,000 in local funds. Proposals must, therefore demonstrate total funding sources to cover the costs of the entire project. Match funding at a higher ratio will strengthen the proposal.
- 5. Security of future court maintenance and safety.** Proposals must have written commitments of maintenance funding for a minimum of three years and a detailed three-year maintenance plan in order to demonstrate that the applicant will maintain the court despite projected wear and tear and potential overuse by youth sports participants. *As a reminder, LISC/ESPN court funds may not be used to maintain court surfaces, as all grant funds must be used for capital expenditures.*
- 6. Capacity of organization and its partners to carry out project.** The applicant organization must demonstrate, through its current management team and previous experience, the ability to manage a project of this size and nature.

Other Terms & Definitions:

Capital improvements refer to the physical development of the courts and its surrounding amenities. Such projects may include, but are not limited to, new or renovated court flooring, bleachers, public address systems, fences, backboards, basketball netting/hoops, and scoreboards.

Public agencies (other than public schools) may not apply for grants from the Program. However, community-based non-profit organizations with 501(c)(3) designation, middle schools and high schools meeting all other organizational criteria, and private schools with 501(c) (3) designation may apply to make improvements on courts owned and managed by public sector entities (e.g. City, Parks and Recreation Departments, etc.). In those cases, the applicant must show evidence that (1) the public entity supports the proposal; (2) the public entity authorizes the applicant to carry out the proposed capital improvements (this authorization must take into account relevant labor/union regulations and liability issues); (3) the public entity demonstrates its financial commitment to court maintenance; and (4) the court is open to and used by the community for organized athletics and other events through joint use agreements.

Application Procedures

To apply for funding under the LISC/ESPN Home Court Program, please submit the following:

Cover Sheet: A one-page cover sheet including the following information:

- Name, address, e-mail address, telephone and facsimile numbers of the organization
- Executive director and contact person (if different) for this application
- Brief description of proposed project
- Amount of funding requested

Please note that use of the ESPN or LISC logos are expressly prohibited.

Narrative: In no more than three (3) typed pages, address the following:

- *Description of the organization*: mission, history, and accomplishments, with a focus on capacity to develop the proposed project;
- *Description of the neighborhood*: boundaries of the catchment area, income levels and ethnicity of the population served, condition of housing stock and main commercial areas, existence and conditions of local parks and open spaces (including community facilities);
- *Description of the project*: location, current condition, plans for site use, progress on this plan (including status on site control, zoning, environmental review, and physical improvements), project budget and match funding, timeline for completion of the Project, community support for project, and agreements with partner organizations.
- *Impact of the project and future sustainability*: planned or anticipated programming in court space including youth and high school basketball programs, plans for continued maintenance and safety of courts (including three year maintenance budget and timeline), and how project fits into community plans for neighborhood; and
- *Please indicate how you learned about the LISC/ESPN Home Court Program.*

Organizational Attachments: Please attach the following items:

- IRS 501(c)(3) determination letter
- The most recent audited financial statement (preferably annual statement for 2015 or 2016)
- Most recent IRS 990 form (preferably 2016)
- Current List of organization's Board of Directors (contact information)
- Current list of youth basketball league organizations utilizing (or will use) the court including league contact information
- IRS W-9 Form

Project Attachments: Please include a copy of the following items:

- Project budget for the renovations/construction of the basketball court
- Financing commitment letters from match funding sources
- Financial commitment letters and detailed maintenance plan from organizations responsible for basketball court maintenance
- Landscaping or park design plans
- Environmental reports (if necessary)
- Agreements and budgets for basketball court programming (i.e. youth basketball)
- Letters of support and joint use agreements from court users and other community organizations
- Contact information for the youth basketball organizations and high school basketball programs scheduled to utilize the court

Proposals are due by January 31, 2018.

Please read the complete RFP before submitting a proposal.

EMAIL SUBMISSIONS TO
SportsAndRec@lisc.org

If you have questions regarding this RFP, please contact Beverly Smith at LISC in New York at (212) 455-9881 or by e-mail at bsmith@lisc.org.

Schedule A-Target Markets

Philadelphia, PA

Milwaukee, WI

Houston, TX

Memphis, TN

Atlanta, GA

Los Angeles, CA