



About

The Ben Hair Just Swim for Life Foundation's mission is to raise awareness of the need and to provide the motivation, systems, and tools to waterproof our community so that all children have basic swimming skills and are safe around the water. The BH-JSL solicits grants from organizations that further this mission with priority on groups in Central Virginia. Grants range from \$500-\$10,000. The BH-JSL does not discriminate in offering access to its services or funds on the basis of race, color, gender, national origin, age, religion, creed, disability, veteran's status, or sexual orientation.

BH-JSL seeks innovative proposals that further its mission. Proposals with alternative and creative sources of funding are looked upon favorably. BH-JSL deems swimmers to be "water-safe" if they can swim 25 yards on their front and back and achieve proficiency through American Red Cross Level 3 skills.

Step 1: Letter of Inquiry

Letters of Inquiry (LOIs) are initially reviewed by the Foundation's Grant Committee staff. If program is deemed to be acceptable by this committee, a full proposal will be solicited. Following a careful review and possible site visits, the Grants Committee advances proposals semi-annually to the Board of Directors for a decision.

SUBMIT A LETTER OF INQUIRY

In no more than 2 typewritten pages please tell us the following:

- Description of the goals and objectives for the proposed project or program and services. Include the number of individuals to be served and frequency of service.
- Plans for measuring when and if the project or program has succeeded.

How to Apply

LOIs should be emailed to exec.bhjssl@gmail.com.

The Foundation's Response

The Foundation will send an acknowledgment that the letter of inquiry was received. LOIs will be reviewed quickly and programs under further consideration will be asked to submit a full proposal to the Grants Committee.

Step 2: Full Application

Full application should include:

- A proposal narrative of no more than three pages.
It should include a clear description of the project or program, information as to how it will be supported in the future, the ways in which the project's success will be defined and measured, and the qualifications of the project personnel. It should address any questions from the Grants Committee in response to the letter of inquiry (LOI) if applicable.
- If organizing a learn-to-swim or water safety program, please include:
 - number of swimmers to be trained
 - program's start and end dates and times
 - cost per swimmer, total cost
 - number and frequency of lessons
 - basic lesson format (Red Cross, YMCA, etc)
 - USA Swimming *Make a Splash* status
- Standard Project Budget Form
- A list of names of program managers and staff.
- Brief description of the organization: history, objectives, current programs, and the geographical area and demographic groups it serves.
- We are looking for creative methods of funding for your project, as well as alternative forms of funding

Step 3: Notification

Notification of grant status will occur on a rolling basis through email.

Potential Results:

- Proposal Funded in full
- Proposal Funded in part
- More information/ Interview required
- Proposal deferred
- Currently unable to fund project

Step 4: Reporting

After receipt of the grant, the BH-JSL expects to receive regular updates regarding the completion of your project. As a part of this reporting you must submit a brief pre-program report, mid-program report, and post-program report. These reports must be submitted to justswimforlife@gmail.com by the deadlines posted.

1. Pre-program Report (1 week before program begins)
 - a. Scheduled start date and times.
 - b. Number of individuals enrolled.
 - c. Number of scholarship individuals enrolled.
 - d. Number of Instructors hired/volunteering.
 - d. Deviations from initial grant proposal.

2. Mid-program Report (Half-way through program)
 - a. How many people have been successfully trained (i.e. can now swim 25 yards on their front and back)?
 - b. What progress have you made?
 - c. What problems have you encountered?
 - d. Are remedial lessons necessary for swimmers who have not reached the standard?
 - e. Deviations from initial grant proposal.

3. Post-program Report (within 1 week of completion of the program)
 - a. Reflect on your goals from the initial grant submission:
 - i. Did you meet all your goals?
 - ii. What goals did you fall short on (if any)?
 - iii. What could be done in the future to address any setbacks or challenges?
 - b. What did you accomplish?
 - c. How could this be done more efficiently in the future?
 - d. Are you interested in applying for a grant in the future?
 - i. If so, briefly describe the program and time frame.
 - ii. Follow protocol from the Letter of Inquiry step