



# 2020 ACSM Regional Chapter Grant Application

(Submissions deadline – December 15, 2019)

## Background Information

An ACSM Task Force was created and charged with making recommendations as to how ACSM could better support the Regional Chapters. The Task Force met for two years and submitted a list of six (6) recommendations to the ACSM Board of Trustees at the June 2013 Meeting. One of the recommendations was for ACSM to implement a grant program through which the ACSM Regional Chapters could receive funding to support innovative activities and/or advance current activities that are in-line with ACSM's overall strategic priorities as outlined in the 2014 SOAR Strategic Plan.

At that time, the ACSM Board of Trustees unanimously approved the additional financial support to the Regional Chapter program. A grant fund of \$20,000 was approved for 2014 with the fund growing to \$40,000 in 2015 and \$60,000 in 2016. In November 2016, the grant program was added to the general ACSM yearly budget in the amount of \$60,000, pending yearly reauthorization. Grant funds continue to be in addition to the yearly financial operating support and ACSM Foundation support already provided to the Regional Chapters. **For the 2020 budget year, 20 grants in the amount of \$3000 each will be distributed per the guidelines outlined below.**

Building on the past success of the SOAR Strategic Plan, the Regional Chapter Grant Program continues to move forward in alignment with the current ACSM Strategic Plan outlined by the seven fundamentals that represent core functional priorities as presented in Appendix 1.

Questions regarding the grant process or program should be sent to Heather Turner, CAE, ACSM Director of Chapter Services, at [hturner@acsm.org](mailto:hturner@acsm.org) or 317-637-9200 x138.

## Application Guidelines & Review Process

- 20 grants in the amount of \$3000 each will be distributed in 2020. (Note: The award amounts may be altered at the discretion of the review committee if the number of submissions warrants it.)
- The application deadline for the 2020 grant program is December 15, 2019. Applications must be completed in full to be reviewed.
- Activities & programs proposed in the application must fall within one of the following "Activity Priority Areas." Chapters are encouraged to think innovatively when identifying potential activities & programs for funding.
  - 1) **Capacity & Infrastructure Building-** Activities & programs within this category should be related to improving operations, sustainability and institutional strength of the Regional Chapter. Examples might include: technology improvements, administrative improvements, projects that lead to long-term financial stability, etc.
  - 2) **Grass-roots Activation of ACSM National Projects & Programs-** Activities and programs within this category should be related to grass-roots efforts related to ACSM National Programs or Strategic Initiatives such as Exercise is Medicine®, Designed to Move, American Fitness Index, ACSM Advocacy efforts, Media Leadership or other projects & programs specifically addressed in the ACSM Strategic Planning document (Appendix 1).

- 3) **Innovation with High-Impact & Sustainable Potential**- Activities and programs within this category should be those that showcase innovation and offer high-impact solutions in areas such as education, meetings, student engagement, member recruitment & retention, diversity initiatives, leadership development, etc. The proposed projects should clearly align with similar priorities at the National level as addressed in the ACSM Strategic Planning document (Appendix 1).
- All applications will be reviewed by a subgroup of the Regional Chapters Committee (including the RCC Chair and RCC staff liaison at a minimum). Applications will be reviewed and ranked based on criteria that takes into account the following:
    - 1) Confirmation that the application is complete.
    - 2) Degree to which the grant will allow the Regional Chapter to implement new activities and/or advance current activities that support ACSM's overall strategic priorities as outlined in the ACSM Strategic Plan document (Appendix 1) and the Activity Priority Areas (as stated above).
    - 3) Likelihood that the Regional Chapter will be able to effectively execute the proposed activity/program based on information provided in the application.
  - Each of the 12 ACSM Regional Chapters may submit up to three (3) grant applications in the 2020 calendar year. Thus, \$9000 is the maximum amount that any single chapter could receive in 2020. Providing that the applications are complete, however, each Regional Chapter that submits a proposal by the deadline will have one (1) grant application approved. The remaining applications submitted will then be reviewed and ranked according to the criteria above until the total number of approved grant applications reaches 20. Please note: Less than 20 applications may be approved depending on submission quality.
  - Regional Chapters will be notified of the application approval or denial by the end of January 2020. Corresponding grant funds will be direct deposited into the appropriate Regional Chapters' bank accounts by March 31, 2020.
  - Each Regional Chapter that receives one (1) or more grants must submit a status report as part of the Regional Chapter's Annual Activity Report (Due February 1, 2021).

## Application – General Information

ACSM Regional Chapter: \_\_\_\_\_

Name of Chapter Leader Submitting Application on Behalf of the Chapter: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Leadership Position within the Regional Chapter: \_\_\_\_\_

Project Title: \_\_\_\_\_

**Activity Priority Area – See descriptions above. (Check one):**

- \_\_\_\_\_ Capacity & Infrastructure Building  
 \_\_\_\_\_ Grass-roots Activation of ACSM National Projects & Programs  
 \_\_\_\_\_ Innovation with High-Impact & Sustainable Potential

**Ranking of Applications for Committee Review (Check one):**

If your chapter is submitting multiple applications (up to 3), please rank this application in order of preference.

- \_\_\_\_\_ This application is the Regional Chapter's 1<sup>st</sup> preference.  
 \_\_\_\_\_ This application is the Regional Chapter's 2<sup>nd</sup> preference.  
 \_\_\_\_\_ This application is the Regional Chapter's 3<sup>rd</sup> preference.  
 \_\_\_\_\_ The Regional Chapter is only submitting one application.

## Application – Project Information

Please attach narrative related to the following categories. All categories must be addressed in order for the application to be accepted for review.

- I. **Program Description-** Provide an overview of the activity and/or program. Describe goals, objectives and strategies involved in the proposed program. Finally, provide a timeline for the activity and/or program.
- II. **Compatibility with Strategic Priorities & Activity Priority Areas-** Describe how the activity and/or program will align with ACSM's overall strategic priorities as outlined in the ACSM Strategic Plan document (Appendix 1) and the Activity Priority Areas (as stated above). Identify the specific ACSM Strategic Plan fundamental(s) and Activity Priority areas targeted in the grant proposal. (For example, a proposal focusing on membership enhancements, might target the Membership/Certification fundamental area of the ACSM Strategic Plan.)
- III. **Evaluation-** Describe how the activity and/or program will be evaluated.
- IV. **Budget-** Please provide a budget for the proposed activity and/or program. If the budget exceeds the \$3000 grant, explain how the chapter will fund the remaining portion of the activity/program budget.
- V. **Supporting Material (Optional)-** Feel free to provide any additional materials which you think might help the review committee.

## Application – Compliance Signature

By signing this application, I agree that my Regional Chapter will follow the guidelines stated above and certify that the information contained in this application is true and accurate. I certify that the application has been reviewed and approved by my Regional Chapter's Officers & Board of Trustees prior to submission. I also agree that my Regional Chapter comply with all conditions of the grant program if funds are awarded and agree that my Regional Chapter will accept responsibility for completing the activity. I understand that ACSM National has the right to verify any of this information.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Application – Submission Information

Applications must be submitted by **December 15, 2019**. Applications not received by this date will not be reviewed. All application materials should be submitted electronically to Heather Turner, CAE, at [hturner@acsm.org](mailto:hturner@acsm.org).

# Strategic Plan

The American College of Sports Medicine has embarked on a new strategic plan, guided by continuous improvement science methodologies. The plan is driven by seven fundamentals that represent the college's core functional priorities. Each fundamental is defined by a corresponding "true north" statement that defines its vision of success.



## Membership/ Certification

Create high value member experiences in order to drive loyalty with existing members and recruit new members.



## Education

Provide highest quality and value education when, where and how stakeholders want it.



## Integration

Create opportunities for cross-disciplinary collaboration and partnerships; and foster an environment where diverse perspectives are valued.



## Stewardship

Ensure the lasting impact and influence of ACSM through financial stewardship, social responsibility, and scientific integrity.



## Science/Research

Promote, support and disseminate transformative research. Train, mentor and nurture new and diverse group of investigators to shape the direction of sports medicine and exercise science.



## Medicine

Provide an indispensable community of learning, practice, and discovery for all healthcare providers to improve individual and population health.



## Advocacy

Provide innovative and diverse opportunities to engage, promote, and advocate for the professional interests of our members and certified professionals, as well as for individual and public health.