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# Winter/Spring SY2025–26 OAL Community Sports Support Grant

## Frequently Asked Questions (FAQ)

### Application Process

Q1. When is the application due?

Applications are due by Friday, October 31, 2025, at 5:00 p.m. PST. ***Late or incomplete applications will be considered at the discretion of the review committee. However, there is no guarantee that they will be considered.***

Q2. Where do I submit my application?

All application materials must be emailed as one complete packet to:  
[youthsportsgrants@positivecoach.org](mailto:youthsportsgrants@positivecoach.org)

Q3. What documents are required in the application?

You must submit:

- Completed Grant Worksheet
- Completed Narrative Template (max 4 pages)
- Required Appendices:
  - Names and Affiliations of Board Members (Word Doc/PDF)
  - Program Timeline (Word Doc/PDF/Excel)
  - Budget Template
  - IRS Determination Letter verifying public 501(c)(3) status (PDF)
  - Most Recent W9 (PDF)
  - Organization's Logo (PNG with Transparent Background)

*\*If additional documents are required that are not listed here, we will follow up directly with the organization contact.*

*\*Please download and complete the budget template. Then submit in PDF format with the required documents listed in the Grant Overview and Grant Worksheet.*

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## Eligibility & Compliance

Q4. Who is eligible to apply?

Organizations must:

- Be a 501(c)(3) or fiscally sponsored nonprofit
- Have operated for at least 2 years
- Serve Oakland youth (grades 6–8)

Q5. What health and safety standards must applicants commit to?

By applying, you affirm your organization will ensure:

- DOJ Live Scan fingerprint clearance for all staff
- TB clearance within the past 4 years
- Annual Mandated Reporter training
- At least one First Aid/CPR certified staff present during programming
- A written site-specific Safety Plan shared with all staff
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**Specifically, Grantees must meet the following technical and compliance requirements to partner with OUSD:**

1) Proof of Insurance:

- a) An ACORD for these coverages with minimum policy limits of \$1MM per occurrence and \$2MM aggregate
  - i) Commercial General Liability;
  - ii) Professional Liability (or Corporal Punishment);
  - iii) Sexual Abuse & Molestation (or Improper Sexual Conduct & Physical Abuse Liability);
  - iv) This info needs to appear on ACORD: Oakland Unified School District; ATTN-Risk Management; 1011 Union St, Site 987; Oakland, CA 94607
- b) A copy of the additional insured Policy Endorsement that names OUSD as an Additional Insured on your policies - see attached sample.

This info needs to be on it: Oakland Unified School District; ATTN-Risk Management; 1011 Union St, Site 987; Oakland, CA 94607;

- c) Proof of Workers Comp coverage; IF you have no W2 employees, draft a letter on your letterhead stating this and that you are exempt from Workers Comp.
- d) Agency Letter: This letter states the following: (and should be on your letterhead)
  - i) All of our employees that work at OUSD have passed fingerprint review by the Department of Justice (DOJ) and FBI and TB Testing requirements.

- ii) ATI Numbers (from fingerprinting) will appear on all invoices submitted to OUSD.
- iii) Proof of fingerprint passage and TB Test passage of persons working at OUSD will be available to OUSD upon demand.

2) Tuberculosis (TB) Clearance:

- a) All staff with student contact must complete a TB risk assessment or test within 60 days before programming
- b) Valid TB clearance documentation required every 4 years

3) Live Scan Fingerprinting & Background Checks:

- a) DOJ Live Scan clearance required for all program staff
- b) Documentation must confirm clearance and enrollment in subsequent arrest notification system

4) Health & Safety Training Requirements:

- a) At least one CPR/First Aid certified staff member on-site during program hours with additional valid certifications
  - i) [Concussion in Sports](#)
  - ii) [Sudden Cardiac Arrest](#)
  - iii) [Heat Illness Prevention](#)
- b) Staff trained in site-specific emergency procedures
- c) Written Safety Plan required and communicated to all staff

5) Mandated Reporter & Child Abuse Prevention Training:

- a) All staff must complete annual mandated reporter training
- b) Maintain certificates of completion and internal child abuse prevention policies

6) Vendor Registration & Approval:

- a) Registered in OUSD's Community Partner Platform (CPP)
- b) Compliance documents updated in CPP annually (by August 31)

7) Contract & Required Documentation:

- a) Fully executed MOU or contract with OUSD
- b) W-9 submitted and vendor ID obtained

c) OUSD Board of Education approval (if applicable)

*\*If additional documents are required that are not listed here, we will follow up directly with the organization contact.*

Proof is not required at application but will be required before programming begins if awarded funding.

Q6. What additional documentation is required post-approval?

Approved grantees must provide:

- Certificate of Insurance naming OUSD as additionally insured
- Registration in OUSD's Community Partner Platform (CPP)
- Executed MOU or contract with OUSD
- Valid Vendor ID
- Board of Education approval (if required)

*\*If additional documents are required that are not listed here, we will follow up directly with the organization contact.*

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## Program Details

Q7. What types of programs will be funded?

Only direct sports program delivery for Winter/Spring SY25-26 in the following sports:

- Basketball
- Softball
- Baseball
- Boys Volleyball
- Track & Field

Q8. Can organizations submit more than one application?

No. Only one application per organization is allowed. Or, Yes, but only if you are offering a distinct sport for both girls and boys.

Q9. Are capital projects or general operations eligible for funding?

No. Funds must be used for program delivery only (e.g., stipends, equipment, rentals).

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## Budget & Evaluation

Q10. What is the maximum funding request?

The expectation is that funding requests are realistic and equitable. Core grant awards will be considered for up to \$20,000, and one component of the evaluation process will include examining per-pupil costs. Additionally, there are micro grant opportunities for up to \$5,000 for one off clinics and/or developmental camps. These will be awarded to CBO's who can demonstrate potential for growth of emerging sports at specific sites.

*\*Site selection for each sport will be determined by OAL in accordance with the needs of individual schools.*

Q11. What is the difference between a core grant and a micro grant?

### **Core Grants**

Target: Major sports with high student participation (e.g., basketball, volleyball, soccer, cheer).

Range: \$15,000 – \$20,000 per sport per organization.

Purpose: Support operational stability, coaching stipends, equipment, and league play.

Expectation: CBOs are able to manage full programming cycles, align with OAL schedules, and deliver data/reporting requirements.

### **Micro Grants**

Target: Non-core or emerging sports (e.g., golf, rowing, swimming, tennis, adaptive/para-sports).

Range: Around \$5,000 per sport per organization.

Purpose: Allow organizations to establish roots through clinics, workshops, or pilot programs that build student exposure and skills.

Expectation: CBOs demonstrate potential for growth and equity impact, with the possibility of scaling into core programming in later cycles.

Q12. What reporting is required?

Selected grantees must provide:

- End-of-season report (templates will be provided in onboarding packet) including the following:
  - Attendance records
  - Youth/family feedback
  - Narrative stories and photos
  - Data aligned to their stated goals and ROI

Q12. What types of outcomes should we aim to report?

Outcomes should reflect youth experience, community engagement, and equity — e.g., “85% average weekly attendance,” “60% girls’ participation.”