



KaBOOM! Application Guide

PLAY STARTS HERE!

From FAQs to grant criteria to sample applications, this guide contains everything you need to know to apply for a KaBOOM! grant.

GETTING STARTED

The first step in applying for any KaBOOM! grant program (Build it with KaBOOM!, Build it Yourself, Creative Play, Play Everywhere Challenge) is creating an account at apply.kaboom.org.

Once you create your account, navigate to the *Start My Application* page (click *View Applications* on the *Edit My Application* page) to select the grant program you want to apply for.

On the application page you will see that there are TWO PARTS to every KaBOOM! application. **You must complete both parts to apply.** Part I is the General Application for your site. Part II contains the questions and documents that are specific to the program that you are applying for.

After you **complete both parts** of your application to apply, a KaBOOM! staff member will review your application and will be in touch with next steps!

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Application FAQ

Do I need to be a professional grant writer to complete the application?

No! The application was designed to be simple and straightforward. Your answers do not need to be perfect, but rather genuine and clear.

Is there a way to view the full application?

Yes! You must complete all the required fields on each page of the application in order to move forward to the next page. To preview the full application check-out the “Preview Application” section of this grant guide. If you are logged-in to your application, you can also click on the “Preview Application” tab to download the application preview.

I noticed that there are two parts to the application. Do I need to complete both parts to apply?

Yes. You must complete both parts of the application to be considered for funding.

Why are there two parts to the application?

The two parts make it quick and easy for you to apply for multiple grant programs. See the question below to learn how you can apply for a second grant program!

Can I apply for more than one grant program?

Yes! After you submit your first application go to the “Start My Application” page and select a second program to apply for. When you open the application for the new program, “Part I: KaBOOM! General Application” will show as “complete.” Simply complete Part II to submit your application for a second program!

Please note that you cannot receive both a Build it with KaBOOM! grant and a Build it Yourself grant at the same location.

My organization has multiple facilities or sites that we would like to apply for. How do we apply for more than one site?

Each site needs its own account. You cannot register multiple accounts at apply.kaboom.org to one email address. If you are applying for multiple sites we recommend using a second email address or using the email address of someone who works at each site or facility. As long as you know the email and password you will be able to login to complete the application, even if it's not your email address.

Example: Joe is a grants manager for a school district. Joe wants to submit creative play applications for three different schools. Joe creates an account for each school using the email address of the Principal for each school. Joe knows the email address and password for each account so Joe submits the applications for all three sites. The principal of the school receives an email confirming that the application has been submitted, but Joe makes sure that he (Joe) receives all the updates and communication from KaBOOM! by listing himself as the “Main Point of Contact” in the applications.

I can't complete my application in one sitting. Can I save it and come back later?

Of course! Make sure to click “Save and Continue” inside the application. To return to your application, login to apply.kaboom.org and open your application on the *Edit My Application* page.

How do I save a copy of my application for my personal records?

Click the “Download Applications” button located on the top right corner of the application page.

Who can I contact if I have questions?

apply@kaboom.org

Preview of part I

KABOOM! GENERAL APPLICATION

The Creative Play grant application has two parts. You must complete both parts to apply!

Part II contains the questions and documents that are specific to our creative play grant. After you submit Part I: KaBOOM! General Application, you will be able to open and complete Part II: Creative Play Required Questions & Documents.

BASIC INFO QUESTIONS

Has your organization previously received funding from KaBOOM!? Y/N/Unsure

How did you hear about this opportunity?

KaBOOM! Social Media (Twitter, Facebook)
Previously worked with KaBOOM!
Another organization that has partnered with KaBOOM!
Member of KaBOOM! staff
KaBOOM! website
Miracle Recreation Representative
Playworld Systems Representative
Landscape Structures Representative
Burke Representative
Let'sPlay.com
Other

CONTACT INFORMATION

Primary Contact

Who should we contact for follow-up questions regarding your application?

First and Last name
Title
Email
Phone/Cell Phone

Secondary Contact

Who should we contact if your primary contact is not available?

First and Last name
Title
Email
Phone/Cell Phone

Organizational Information

Name of Organization
Organization's website
Facebook url (example: www.facebook.com/kaboom)
Twitter url (example: www.twitter.com/kaboom)
Mission Statement
Organization's Mailing Address
City
State
Zip code
County

Who has the legal authority to sign contracts on behalf of your organization?

First and Last name
Title
Email
Phone/Cell Phone

Which category describes your organization?

501(c)3 Non-Profit Organization
City or Municipal Agency (Public Schools, Public Parks, Other City Agency)
Business or For Profit Entity
Other/(please specify)

***If Non-Profit**

This is a 9 digit number. Please do not include spaces.

Tax ID Number (EIN)

Are you applying as an individual organization or are you partnering with another organization(s)?

Community Built-Playground and Creative Play applicants are not required to be or partner with a nonprofit or municipal agency but partnering with one is strongly encouraged.

We are applying as an individual organization.

We are partnering with one or more partner organizations to apply for funding.

***If partnering with one or more partner organizations:**

Partner Organizational information (Optional)
Name of Organization
Organization's website (Optional)
Facebook url (Optional) (example: www.facebook.com/kaboom)
Twitter url (Optional) (example: www.twitter.com/kaboom)
Mission Statement
Organization's Mailing Address
City
State
Zip code
County
Organization Category
EIN

Is your organization or your partner organization(s) religiously affiliated? Y/N

***If Yes, please describe the nature of the affiliation.**

Please share if your logo incorporates religious symbols, if you offer religious programming, and/or if the land where the playspace will be located is owned by a religious organization.

ABOUT YOUR COMMUNITY

Use this section to describe your community and share why it is important for your organization to provide opportunities for play to the children and families you serve.

Briefly describe your organization's history and the overall scope of your programs and services.

Include a comprehensive list of the programs your organization provides. If your organization offers programs at multiple locations, please only list the programs that you provide at the site where the play equipment will be located.

Describe the community you serve and the neighborhood and/or children who will use the play equipment or Community-Built Playgrounds installation. Why is it important for your community and the children you serve to have new play area or equipment?

We want to know what makes your community unique and why you need this grant! Feel free to over share.

Is there an event motivating your community to apply for this opportunity?

Example: A natural disaster, or other event that impacted the quality of life for members of your community.

Site Information

This is the address where the play equipment or Play Everywhere project will be located. You must list a full address. Providing a cross street or a blank address instead of a street number will delay consideration of your application.

Street Address

City

Zip Code

State

County

How many children will use the proposed play equipment?

Please do not multiply the number of children you serve per day by seven or 365 to calculate the number served per week and per year.

Per Day

- How many children do you serve on an average day?
- Example: King Elementary has 400 students. Per Day total is 400.*

Per Week

- How many individual children do you serve in an average week? Every child who visits the site should only be counted one time, even if they visit the site multiple days of the week.
- Example: King Elementary has 400 students. Once a week they host a soccer program attended by 100 kids who are not enrolled at the school. Per Week total is 500.*

Per Year

- On average, how many children do you serve a year? Take the number of children served per week and add the number of additional children you serve through annual events or turnover at your site.
- Example: King Elementary Per Week total is 500. Every year they host a fall festival attended by 100 kids who are not enrolled in the school. Per Year total is 600.*

Describe how you calculated the number of children served in the question above.

Please note the programs, events, and circumstances behind the number of children that you have shared.

What age range(s) does your organization serve at this site?

Under 2, 2-5, 5-12, 12-18, 18+

Which categories describe the children you serve at this site?

Percentage to total 100

Asian Not Hispanic or Latino

Caucasian/White Not Hispanic or Latino

African American/Black Not Hispanic or Latino

American Indian or Alaska Native Not Hispanic or Latino

Hispanic or Latino

Other

What percentage of children served qualify for Federal Free or Reduced Price Lunch (FRPL)?

If your organization does not know the FRPL indicator, note how many children qualify for a voucher program, scholarships or any financial assistance programs.

What is the Median Household Income of the population you serve at this site?

If your organization collects information on the median household income of the individuals you serve, please include. If median household income information is unavailable through your organization's data, please use this [link](#) to define the income based on the census tract nearest to the proposed site.

Is there anything else you feel like we need to know about the ethnicity or socio-economic status of the population you serve?

Clarify information that did not fit in sections above.

PLEASE NOTE

You **will not be able to edit** the Part I: KaBOOM! General Application after you submit. Please make any final edits to Part I before you submit and proceed to Part II.

After you submit Part I you will return to the application page. Select Part II: Creative Play Required Questions and Documents to continue your application. You must complete both parts to apply!

Grant overview

COMMUNITY-BUILT PLAYGROUND GRANT

KaBOOM! offers two different grants to help groups build playgrounds: Build it with KaBOOM! and Build it Yourself. Collectively, we call these grants “Community-Built Playgrounds” because they are designed and built by your community.

If you wish to receive funding for a playground, select *Community-Built Playgrounds* on the *Start My Application* page. Once you complete Part II of the application, we will review your application to see if it’s a fit for the Build it with KaBOOM! or Build it Yourself program. If you are eligible for the Build it Yourself grant program you will be asked to log back in to your account to provide additional information so keep track of your login information!

CRITERIA

Competitive applicants will:

- Demonstrate the need for a playground
- Be a non-profit, municipality, school or community group that serves low-income kids.
- Engage local community, parents and stakeholders in the planning and execution of the project
- Own their own land or have a long-term lease and land owner written permission
- Fundraise towards the cost of the playground
- Complete site preparations and obtain necessary permits
- Provide insurance coverage for the playground
- Build the playground using an approved KaBOOM! playground vendor. A list of KaBOOM! preferred vendors can be found here: [kaboom.org/resources/preferred_vendors](https://www.kaboom.org/resources/preferred_vendors)

FUNDING

Build it with KaBOOM!

Grantees will receive a custom-designed playspace (play equipment, safety surfacing, site enhancement projects). Grantees are responsible for fundraising \$8,500 towards the cost of the playground equipment.

Build It Yourself

Grantees are awarded a \$15,000 grant to be used toward the purchase of playground equipment. To supplement the \$15,000 KaBOOM! grant, grantees are required to raise a minimum of \$9,000 (for a total project value of \$24,000) up to a maximum of \$35,000 (for a total project value of \$50,000) towards the cost of the playground project. This amount does not include the cost for safety surfacing, freight, site preparation, installation supervision and any other non-playground equipment items.

TIMELINE

Community-Built Playground applications are accepted on a rolling basis throughout the year so don’t wait to apply if you need a playground!

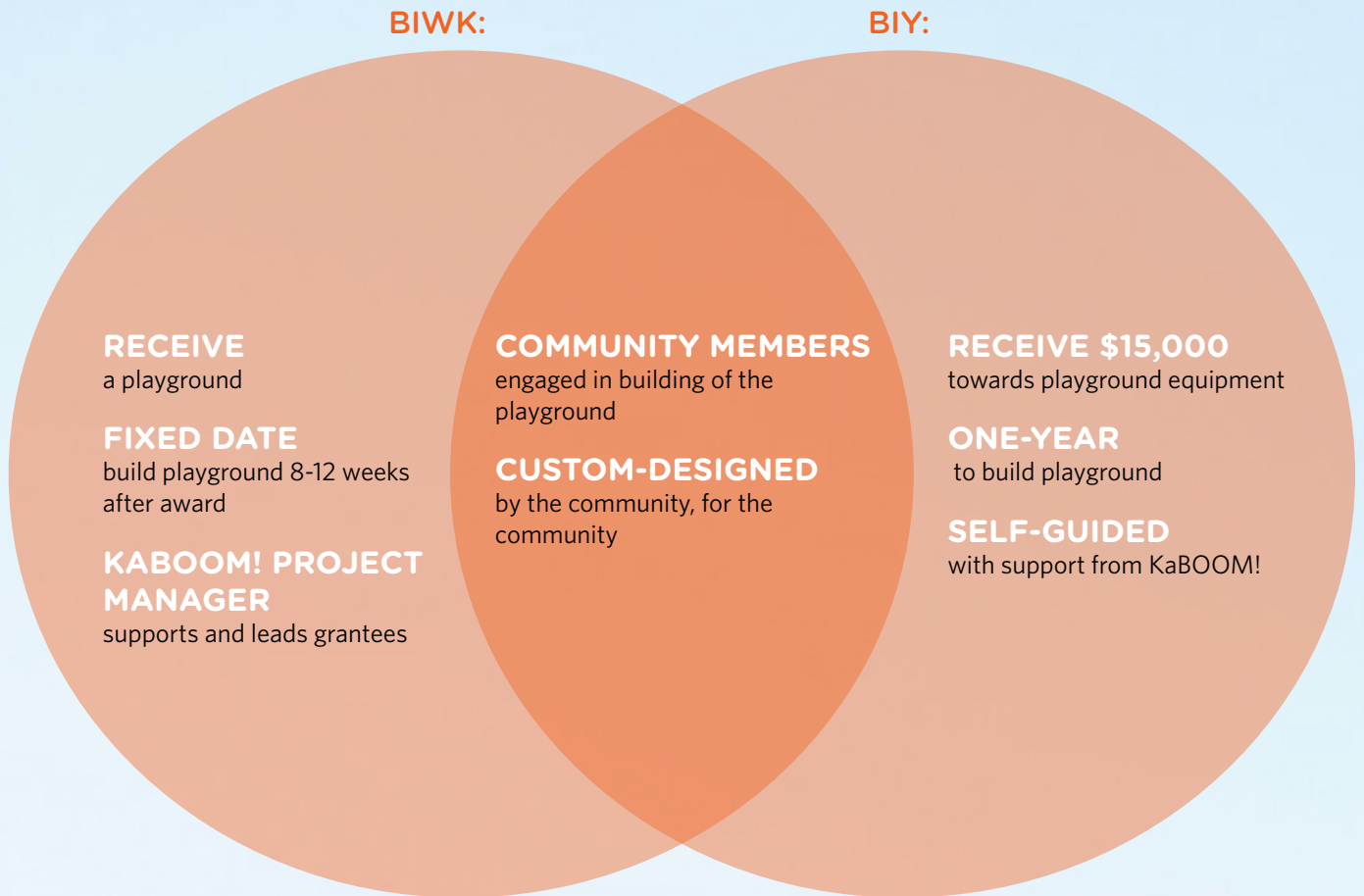
Build it with KaBOOM!

This program does not follow typical grant cycles, so we cannot anticipate or guarantee where or when we will have funding throughout the year. When funding becomes available in different cities or regions, we will contact viable organizations that have completed their application to discuss next steps.

Build it Yourself

Grants are awarded in cycles throughout the year. Check [kaboom.org/grants/build_it_yourself](https://www.kaboom.org/grants/build_it_yourself) for up to date deadlines.

What's the difference?



BUILD IT WITH KaBOOM!

Funding: Grantees receive a complete playground (grant includes equipment, safety surfacing, installation, and shipping).

Timeline: The playground must be built on a fixed date (date is typically determined by the project sponsor). Playground is built 8-12 weeks after the grant is awarded.

Support: A KaBOOM! Project Manager will work closely with the grantee to support and lead the playground project.

BOTH

Grantees engage community members (parents, staff, stakeholders) in the design, planning, and building of the playground.

Playground is custom-designed by the community.

BUILD IT YOURSELF

Funding: Grantees will receive \$15,000 towards the total cost of playground equipment.

Timeline: Grantees will have one-year to build the playground after award.

Support: Playground project is self-guided with the support of a remote KaBOOM! Grants Manager.

FAQ and tips

COMMUNITY-BUILT PLAYGROUND GRANT

What is the community build model?

The community build model refers to the engagement of stakeholders, volunteers, parents and community members in designing, planning and building the playground. The model enables and requires people to share their strengths and helps communities to identify assets, including local companies and community groups that have resources to contribute.

How can I make my application more competitive?

We created an *optional* page of the application for groups who want to go above and beyond to share why their community needs a playground! The optional page is the last page of Part II of the application. In the optional section you can:

- Include a candid photo of a child, family or community event.
- Spotlight a unique, impactful and/or innovative program that your organization offers.
- Share a story that illustrates the current state of your community and highlight what makes your community unique.

What are the age ranges for Build it with KaBOOM! playgrounds?

Playground designs can be for ages: 2-5, 2-12 or 5-12 years old.

How many Build it with KaBOOM! grant opportunities are available each year?

KaBOOM! looks to bring brand new playgrounds to 175-200 communities across North America, annually.

What's the deal with the Let's Play Video Contest grants?

Once a year (usually in the spring) KaBOOM! will accept applications for the Let's Play Video Contest. To apply, select *Let's Play Video Contest* on the *Start My Application* page. If you have already completed a Build it Yourself application, you simply need to submit a link to a video showing why your community needs a playground to apply.

Let's Play Video Contest grants have all the same guidelines and requirements as Build It Yourself grants with one exception—grantees will be awarded a \$20,000 grant instead of a \$15,000 grant.

If our playground is/will be closed to the public, can we still be considered for a grant? Yes.

Do KaBOOM! playgrounds meet the Americans with Disabilities Act (ADA) Accessibility Guidelines?

Yes. All KaBOOM! playgrounds and surfacing meet or exceed the ADA Accessibility Guidelines. KaBOOM! believes in the importance of inclusive play and strives to design playgrounds that provide access.

What safety surfacing does KaBOOM! use?

For the majority of Build it with KaBOOM! projects, the safety surfacing used is Engineered Wood Fiber, which is an ADA approved playground surfacing (for wheelchair accessibility). It is safe for all children, cost effective, easy to install and maintain and volunteer-friendly. Applicants may choose to pay for rubber surfacing.

Build it Yourself grantees may choose what type of surfacing they want to use as long as it meets ADA Guidelines, is IPEMA (International Play Equipment Manufacturers Association) certified and meets and/or exceeds the standards set forth by ASTM (American Society for Testing Materials) and CPSC (Consumer Product Safety Commission).

My organization does not allow volunteers to install playgrounds. Should I still apply?

Yes. The Build it Yourself program does not require volunteer installation. Your project would not be considered for a Build it with KaBOOM! grant because that program requires volunteer installation.

Can we supplement the KaBOOM! grant with additional grant funding?

In most cases, groups that have already jump-started their playground planning or fundraising are typically a great fit for the Build It Yourself program. Build it Yourself community partners can receive grant funding for the project to supplement the Build it Yourself grant provided that the funding is not provided by a competitor of Dr Pepper Snapple Group.

Please be sure to note the amount of funding that you have received and the source of the funding in your application.

Can we apply a vendor discount to our Build it Yourself grant?

No. The \$15,000 grant consists of a discount from the playground vendor and a grant paid directly to the playground vendor by KaBOOM!. No other discount can be applied by the playground vendor.

Preview of part II

COMMUNITY-BUILT PLAYGROUND GRANT

REQUIRED QUESTIONS & DOCUMENTS

Do you have any existing play equipment on your property? Y/N

If you do not have a full playground set on site, but you do have isolated, individual pieces of equipment (for example, a set of swings or a climber), please select "1" and share information about any equipment that exists in your description of equipment below.

***If Yes, how many playgrounds?** 1,2,3

***If 1 playground or more, Do you intend to replace or add equipment to the first playground?**

We plan to completely remove all of the existing equipment at our first playground if we receive a KaBOOM! grant.

We plan to remove most of the equipment at our first playground, but we would like to keep a few pieces of equipment if we receive a KaBOOM! grant.

We plan to keep all of the existing equipment at our first playground if we receive a KaBOOM! grant.

***If 1 playground or more, Describe in detail the condition of the equipment on the first playground.**

Be sure to describe the age of the equipment and note any damage or issues with the equipment (for example, graffiti, missing pieces, issues with passing safety inspections, etc.)

List the names and/or addresses of any playgrounds within walking distance (about half a mile) of your proposed site.

Please note whether the playgrounds are open to the public and if the children you serve have access to these playgrounds.

Can you see any of the nearby playground(s) from your site? Y/N

Will your proposed playground be open to the general public?

Yes, all will be welcomed at our playground

No, only children and families we serve

Other

***If Other, who will have access to your playground?**

Include as much detail as possible including the hours the playground will be open, what level of access the general public will have, and any particular licensing restrictions or other limitations to usage.

Does your organization own the land at the proposed playground site? Y/N

***If No, who owns the land?**

Is submitting this application your first step in planning to build a playground in your community? Y/N

***If No, please check all that apply:**

Assembled a committee

Fundraising (approximately how much?)

Working with an equipment vendor (if so, what is the vendor's name?)

Received a playground design for your playspace

Received a quote, estimate or formalized an agreement with a playground vendor

Other

Is there any major construction scheduled at or surrounding the proposed playground site in the next 12 months? Y/N

***If Yes, please describe the scheduled construction**

Within the area of your proposed playground site, are there any of the following? (Check all that apply)

If any of these items are located within your playground footprint, include them on your site map (requested on the next page!)

Trees

Fences

Buildings

Playground Equipment

Sloping Land

In-Ground Drains

Water Features

Retaining Walls

Standing Water

Concrete/Cement

Boulders

Utilities

Other

Required materials

COMMUNITY-BUILT PLAYGROUND GRANT

All photos must be attached as .jpg, .png, .jpeg or .gif files. Please do not attach PDF files for site map/photos.

SITE MAP

Using either pen and paper or a computer program such as Word or Paint, create a simple sketch of your proposed playground site. Make sure you have checked-off all the boxes on the Site Map Checklist below before you upload your site map! For an example, click [here](#).

- Site Dimensions:** Measure both the length and width of the site (ex: 47' x 53')
- Access points:** If there is a gate, stairs, or a fence surrounding the site, show where it is located in your drawing. Highlight any access points.
- Physical Characteristics:** Trees, fences, buildings, existing playground equipment, sloping, in-ground drains, retaining walls, etc.

BIG PICTURE

Place four "markers" (these can be cones, marking flags, chairs, or even people!) at the four corners of the space where you will build your playground, creating an outline of the proposed playground footprint. Take a picture so that your four markers are visible in the photo. For an example see [here](#).

SITE PHOTOS

We rely on your photos to provide a clear and comprehensive view of the space where you plan to build your playground. Please submit 5-10 site photos. We encourage you to capture the following (you must submit a minimum of four site photos):

- **Equipment:** Please provide photos of any existing equipment that is on your site. Include close-up photos that show the condition of the equipment. Be sure to capture any damaged or missing pieces.
- **Big Picture:** Different sides and angles of the "big picture" photo above.
- **360°:** Stand in the center of the space where you will build your playground and take four different photos facing North, South, East, and West. These four photos will let us see what is visible from your proposed playground site.

OPTIONAL MATERIALS

All the prompts and requested materials in this section are optional. Feel free to answer one, none or all of the questions below.

The information you share will be used to create a rich snapshot of your project. If your organization is applying on a tight timeline, we recommend skipping this page.

Upload candid pictures of the children and/or the community you serve. These pictures may be included in a presentation that we will share with prospective funding partners for your project.

Share the story of an individual child or an individual family served by your organization that would benefit from a new playground. Why do they need a new playground?

Application Tip: Include a picture of the child or family you describe in the candid photos section above.

Spotlight a unique, impactful and/or innovative program that your organization offers.

Share a story that illustrates the current state of your community and highlight what makes your community unique.

Grant overview

CREATIVE PLAY GRANT

KaBOOM! uses the term “Creative Play Product” to refer to our Imagination Playground and Rigamajig play products. These systems are designed to inspire innovation, creativity, design and collaboration through free, unstructured play.

Organizations that wish to receive a Rigamajig or Imagination Playground have the option to **purchase the products** or to apply for a Creative Play Grant.

IMAGINATION PLAYGROUND

With a collection of custom-designed, over-sized blue foam parts, Imagination Playground provides a changing array of elements that allow children to turn their playground into a space constantly built and re-built by their imagination! Please visit kaboom.org/imaginationplayground to learn more.

RIGAMAJIG

Rigamajig is a collection of wooden planks, pulleys, nuts, bolts and ropes that allow children to follow their curiosity while playing. There are no wrong answers, and while the pieces can come together as a crane used to convey buckets or materials, they can also become a giraffe, monster, robot, airplane or anything the kids can imagine! Find out more, by visiting kaboom.org/rigamajig.

CRITERIA

A competitive Creative Play applicant will:

- Be a non-profit, municipality, school or community group that serves low-income kids.
- Demonstrate the need for a play product and the ability to integrate Creative Play products into new or existing programs.
- Provide evidence of adequate space for storage and use; along with the ability to maintain the Creative Play product.
- Be the sole owner of the Creative Play product once it is received.
- Provide insurance for the Creative Play product.
- Be able to host a reveal event with the Funding Partner if applicable.

FUNDING

Creative Play grants cover the cost of the play product and the shipment of the product to the grantee.

TIMELINE

Creative Play applications are accepted on a rolling basis throughout the year. The Creative Play program does not follow typical grant cycles, so we cannot anticipate or guarantee where or when we will have funding throughout the year.

Please note that funding for Creative Play grants is limited. After you apply, our team will review your application and will contact you to share whether your application is viable. Viable applications will be kept on file indefinitely and applicants will only be contacted if and when funding becomes available in their area. To learn more about available funding before you start an application, please contact us at apply@kaboom.org.

FAQS AND TIPS

Does the grant include both the Imagination Playground and the Rigamajig?

Grant recipients will receive a Rigamajig OR an Imagination Playground. Let us know if you have a preference for one of the products in your application!

What is included in the grant?

The Imagination Playground grant includes four carts of Imagination Playground equipment.

The Rigamajig grant includes two carts of Rigamajig equipment.

Can I apply for a Community-Built Playground grant and a Creative Play grant? Yes!

Can we share our Imagination Playground or Rigamajig with partner organizations or use it across multiple sites or facilities?

Yes! The products are mobile so we encourage you to bring play to as many kids as possible.

How much space do I need?

Imagination Playground dimensions are 74"W x 27"D x 37"H per cart. Each Imagination Playground grant includes four carts. The total size of four carts is approximately the size of a small compact car.

Rigamajig dimensions are 32"W x 21"D x 49"H per cart. Each Rigamajig grant includes two carts. The total size of two carts is approximately the size of a twin bed.

Preview of part II

CREATIVE PLAY GRANT

REQUIRED QUESTIONS & DOCUMENTS

What Creative Play product are you interested in applying for?

Imagination Playground
Rigamajig
No preference

KaBOOM! awards one product per grant so grant recipients will receive a Rigamajig **OR** an Imagination Playground.

If you would be happy to receive either product, select “no preference.” If you **DO NOT** want to receive an Imagination Playground, select “Rigamajig.” If you **DO NOT** want to receive a Rigamajig, select “Imagination Playground.”

If awarded a grant, how would your organization use the Creative Play product in your programs, events and activities?

Be specific. The more examples the better!

Examples:

- *Creative Play products will be used to engage community members and kids at our annual Health Expo.*
- *We will share creative ideas for incorporating the product into classroom activities with our teachers. We plan to set a goal for every teacher to incorporate the product into one of their lessons.*
- *We will arrange for local partner organizations to borrow the product so that children from other organizations can benefit from the product.*

Describe the spaces where you plan to use the Creative Play Product.

Please note if the spaces are indoors or outdoors and the general size of the spaces.

Where will you store the Creative Play product when not in use?

Imagination Playground dimensions are 74”W x 27”D x 37”H per cart. Each Imagination Playground grant includes four carts. The total size of four carts is approximately 25 feet W x 2.5 feet D. Total size of the four carts is approximately the size of a small car.

Rigamajig dimensions are 32”W x 21”D x 49”H per cart. Each Rigamajig grant includes two carts. The total size of two carts is approximately 5.5 feet W x 3 feet D. Total size of the two carts is approximately the size of a twin bed.

REQUIRED MATERIALS

All photos must be attached as .jpg, .png, .jpeg or .gif files. Please do not attach PDF files for site map/photos.

Storage Picture

Please upload one picture of where the play product will be stored.

Play Site Pictures

Please upload one picture of one of the areas where the play product will be used.

Proof of Insurance

If awarded a Creative Play grant, your organization will be asked to provide commercial general liability coverage with a limit of not less than one million dollars per occurrence. Please upload a Certificate of Insurance to verify that you have insurance coverage.

Signed Letter of Intent (LOI)

Please have your contract signatory sign the Letter of Intent (Imagination Playground or Rigamajig) and then upload the signed **Letter of Intent** below.

Before you sign the Letter of Intent, please review the Letter of Agreement:

[Download the Rigamajig Letter of Agreement](#)

[Download the Imagination Playground Letter of Agreement](#)

Please note that by signing the Letter of Intent you agree to sign the Letter of Agreement within 3-5 business days of being awarded a grant.

Optional

Upload candid pictures of the children and/or the community you serve. These pictures may be included in a presentation that we will share with prospective funding partners for your project.

Grant overview

PLAY EVERYWHERE GRANT

Play Everywhere grants provide funding to turn everyday spaces into PLAYces. Grants will be awarded to community-driven, scalable solutions for integrating play into everyday life—on sidewalks, at bus stops, in open streets and beyond. To see Play Everywhere in action, visit our [gallery of Play Everywhere projects](#).

CRITERIA

The three ingredients for a great Play Everywhere project are:

- **A Great Idea:** Check-out the [Play Everywhere Playbook](#) for guidelines for developing a successful Play Everywhere idea.
- **A Great Organization:** Play Everywhere grant funds can only be awarded to 501 (c)3 non-profit organizations or municipal agencies (public schools, public parks etc.). If applying as an individual or if your organization does not qualify as a 501(c)3, please find a partner that is a non-profit organization or municipal agency and include their information in your application.
- **Location, Location, Location:** Your Play Everywhere project should be located in a public, highly accessible space that serves low-income kids and families.

FUNDING

Applicants should propose the budget required to complete their Play Everywhere project in the budget section of the application. KaBOOM! will review project budget proposals and will work with applicants to finalize the budget before awarding to challenge winners.

A Play Everywhere grant may cover the total cost of your project or you may supplement Play Everywhere grant funding with additional funding. The source of additional funding should be noted in your budget and must already be identified and secured prior to submitting your application.

TIMELINE

Funding is available if and when a Play Everywhere challenge launches in your city! To see if a Play Everywhere challenge is open in your area, visit our [grant page](#). We cannot predict where and when a Play Everywhere challenge will launch so follow [@kaboomgrants](#) on twitter or sign-up for Grants Alerts on our website to receive updates for when a new challenge begins. We do not recommend submitting an application if there is not an active challenge in your city.

Each Play Everywhere challenge has its own timeline for application deadline, award and implementation. Check the [grant page](#) for specific details.

FAQS and tips

PLAY EVERYWHERE GRANT

Can I apply if I am not a 501(c)3 non-profit organization or municipal agency?

Yes! If you have a great Play Everywhere idea we encourage you to apply. Funds can only be awarded to municipal agencies or registered 501(c)3 organizations so individuals or business entities that wish to apply must partner with a non-profit or municipal agency that will serve as the fiscal sponsor for the project.

In the General Application, select *“we are partnering with one or more partner organizations to apply for funding”* in response to the question *“Are you applying as an individual organization or are you partnering with another organization(s)?”* Simply enter the information for your non-profit or municipal agency fiscal sponsor in the *Partner Organizational Information* below. Your 501(c)3 or municipal partner will be required to sign the contract and submit evidence of liability insurance in order to receive the grant funds.

Am I required to engage the community in the project before I complete my application?

We understand that the application timeline may not allow for you to receive input from your community prior to submitting your application. In your application, please speak to your plans to engage your community in the project if you are awarded funding.

How detailed should our proposed project be if we want to still allow for design changes based on the community engagement we would do if we were awarded the grant?

The project proposal should be as detailed as possible. We know that community engagement may slightly change your designs and locations (within the neighborhood you’ve selected to work in), but the general idea should be the same.

How will my application be evaluated?

Each application will be evaluated based on the following criteria. The strongest application proposals will:

- Encourage kids and families to engage in play that will activate their minds and/or bodies
- Display community partnerships and relationship building
- Be located in a public space (ex: street/sidewalk, or storefront, etc.) that is highly accessible to low-income families
- Benefit low-income kids and families
- Address a challenge or need in the community that is not directly related to play
- Propose a change in the built environment
- Encourage kids and caregivers to play together
- Meet the grant period timeline (see [grants page](#) for more information on grant timelines specific to the program to which you are applying)

Do I need a permit, and how do I obtain one?

All grantees are responsible for learning about the permit process and securing a permit if necessary. We highly recommend reaching out to your local permit-issuing city agency to learn about the timeline of the process and any cost associated with it.

Preview of part II

PLAY EVERYWHERE GRANT

REQUIRED QUESTIONS & DOCUMENTS

Tell us about your Play Everywhere idea and your vision for a shared, convenient, inviting, challenging and wondrous space in your community!

Project Name

How would you like people to refer to your Play Everywhere idea?

Describe your Play Everywhere project

Describe your project and how it will lead to the transformation of a space that inspires kids and families to play.

Sample Answer:

We would like to create Koreatown's first permanent play street. Specifically, our project is to create a sanctioned play street with traffic calming installations, new signage, and interactive play opportunities on the sidewalk, including painted sidewalk games and mazes. This play street will be featured on Wilshire Boulevard and is on the path to an elementary. It is a commonly traversed path for many of the elementary school's kids and parents and therefore will allow kids to "play along the way" as they walk to and from school.

As part of the traffic calming installations, we will install a mini round-about with colorful native plants and four curb extensions. For the signage, we will install two new yield signs to replace two stop signs and install several colorful "kids at play" signs to advertise that this is a playful area. Together, these installations will help create an environment where pedestrians feel much more comfortable.

For the play opportunities, we will paint two sidewalk games—one hopscotch and three mazes. Additionally, we will plan on painting different color plants and animal scenes along the street so that children can play with the paintings. The plants and animals we paint will be representative of the plants and animals native to Los Angeles.

Beyond increasing play opportunities in your community, what is the impact (both short-term and long-term) that you hope to achieve with your Play Everywhere project?

Sample Answer:

Short Term:

- By creating our city's first play street, and through traffic calming installations, signage, and play opportunities, more children in the Koreatown neighborhood will play on their own and together with their families, particularly as they walk to and from the nearby elementary school.
- The project will ensure that motorists are forced to slow down and respect children's play, and thereby improve safety in the area.

Long Term

- Specifically, we hope to decrease the number of traffic accidents along Wilshire by at least ten percent.
- We hope the project will become a model for other neighborhoods in Los Angeles.
- Since the community will help design the space, we hope that it will help to also inspire community pride.

Site Photos

All photos must be attached as .jpg, .png, .jpeg, or PDF files.

Please submit 2-3 photos of the space where you plan to install your Play Everywhere project. Please make sure photos show different angles of each space.

Project Design

All photos must be attached as .jpg, .png, .jpeg, or PDF files.

Share a detailed visual depiction of what your project will look like.

Check-out our [Play Everywhere Gallery](#) and our [Play Everywhere Playbook](#) for design guidelines and examples!

My project will be (choose one):

Select an option based on the length of time that your project will be installed.

- Permanent (1+ years)
- Semi-Permanent (1-12 months)
- Temporary (30 days or less)

Where will your project be located?

Example: A community plans to install giant see-saws at three laundromats in their neighborhood. The community would select "multiple sites or locations" and would note the address for each laundromat below. If the community planned to install giant see-saws in three different areas of a large city park, the community would select "one site."

My project will be located at one site.

My project will be installed at multiple sites or locations.

***If "multiple sites" are selected**

List the addresses for each location where your project will be installed.

COMMUNITY ENGAGEMENT

In this section, tell us your strategy to engage the local community in your Play Everywhere project. We want to understand how you are collaborating with your community during the design phase, and how you will continue to engage your community if selected.

Who do you plan to engage in your Play Everywhere project? Be specific!

The types of stakeholders you want to engage may vary, from those you envision as primary visitors to those who can help support your project in some way (sponsor, champion, maintain). Examples include a local Boys & Girls Club, a business owner, or members of the City Council.

How will you engage your community during different phases of your project (vetting, design, installation, and post-completion)?

Sample Answer:

We will conduct a design workshop with the above mentioned partners and community members, with kids present, to come up with creative design ideas. We will then work with city officials to secure the proper permits needed to implement the Play Street's permanent installations (i.e., road signs and roundabout). Continued conversations will be had with local businesses and council members to ensure consistent community involvement. We will work with the school and local artists to ensure kids' continued interest in the installation through regular creative cosmetic upgrades.

How will you spread the word about your project in order to engage community members in the project before and after it is installed?

Sample Answer:

We will have the aforementioned design meeting, conduct door-to-door outreach, send out robo-calls from the school, and participate in council meetings. We will create a Facebook page for the Wilshire Play Street that will provide regular updates to community members about the planning process, involvement opportunities, and future cosmetic changes and play events.

Letters of Support (Optional)

Letters of support can be written by potential funders, neighborhood groups, community or religious leaders, school leadership and/or other stakeholders related to the location where you would like to implement your Play Everywhere idea.

We strongly encourage you to include Letters of Support in your application!

IMPLEMENTATION: BUDGET

A Play Everywhere grant may cover the total cost of your project or you may supplement Play Everywhere grant funding with additional funding. The source of additional funding should be noted in your budget and must be identified prior to submitting your application.

Budget Worksheet (Upload)

Download the [Budget Worksheet template](#). Once you have filled it out, upload the completed template.

A good budget:

- Clearly explains the purpose of the cost
- Shows the cost estimate is realistic and grounded in past data
- Mentions the item the cash donation is for, or states "unrestricted" if you can use it however you'd like (In-kind contributions refer to the donation of goods and services, rather than cash)

Make sure you've thought through the cost of physical materials, labor (staff and consultants/contractors), fees for permitting and permission and transportation costs (for goods and potentially people).

Awards can be used for staff time that is directly related to the implementation of a project. Hiring an artist or other professionals is acceptable! The need should be clear and reasonable in your proposal. Please note award money should only be used for project implementation staff time, not general overhead costs.

When possible, base your estimates in a discussion with the vendor and/or past experience. Try to get a quote.

Total Budget

Write the "Total Budget" amount that you calculated in the Budget Worksheet.

Funding Requested from KaBOOM!

Write the "Funding Awarded from KaBOOM!" amount that you calculated in the Budget Worksheet. This is the amount of money that you are requesting from KaBOOM! for your Play Everywhere project.

IMPLEMENTATION: TIMELINE

Visit the Play Everywhere Grants page to review the timelines for open Play Everywhere Challenge opportunities.

Timeline Worksheet

Download the [Timeline Worksheet](#). Once you have filled it out, upload the completed worksheet.

When developing your project timeline, aim to be goal-oriented but realistic!

- Your dates for these milestones should be roughly sequential, with some flexibility for the order of the first three milestones.
- Talk to the person responsible for each activity to confirm that your timeline estimates are in line with their expectations.
- For activities outside your full control, show that you've thought through any risks and tell us your back-up plan.
- Confirm these dates align with your stated milestones.
- Tie your activities to major milestones so it is clear to us what you are hoping to achieve.

Date when the project will be completely installed:

MM/DD/YYYY

Time period when the project will be open to the public:

Start Date:

End Date:

Are you required to secure a permit to install your Play Everywhere project?

Yes

No, I have confirmed with my local office that permits are not required for my Play Everywhere project.

I don't know

Please share any information that you have learned about the permits that are required.

Please include the type of permit and the timeline required for securing the permit.