



Kelly Brush Foundation

The Active Fund

Grants for Adaptive Sports Equipment

Application Guidelines

Dates/Deadlines: Application Open, Close, and Award dates listed on the Active Fund Website page: <https://kellybrushfoundation.org/theactivefund/>

Recommendations:

- **Start early!** Procrastination is human, but it can cause you to miss out, too. The deadline is on a Wednesday.
- **Have all documents saved on your computer.** Do this before you start the application. While you can always return to your application, having everything ready in advance limits the chances of you having problems.

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ELIGIBILITY

Please note: Meeting eligibility requirements is not a guarantee of a grant award.

Applicant eligibility:

- Individuals with paralysis caused by an **acquired spinal cord injury** who **reside in the United States**.
- Other conditions are **NOT** eligible for our grant programs, including (but not limited to) spina bifida, cerebral palsy, multiple sclerosis, post-polio, Guillain-Barre' Strohl Syndrome, ALS, all other neuropathies, and all other conditions causing disability.

Equipment eligibility:

- Any piece of sports or recreation equipment **specifically designed for people with disabilities** that allow an applicant to be active.
- **First-hand experience** using the desired equipment **in the environment you intend to use it** is extremely important to the Grant Committee.
- We give preference to equipment that provides some **fitness benefit**. We do, however, consider applications for power equipment where the applicant can persuasively explain why that type of equipment is **the best and most appropriate** piece of equipment for him/her to live an active lifestyle.
- **We will NOT** consider applications for:
 - Non-adaptive sports equipment such as standard bicycles, skis/boots/poles, automotive equipment, etc.
 - Accessory upgrades (such as wheelsets, handheld outriggers)
 - Everyday wheelchairs
 - FES equipment
 - Motorized wheelchair attachments
 - Indoor exercise equipment such as trainers (for handcycles), gym equipment, stationary bikes or rowing machines
 - Guns or Bows (only the adaptive device that might be used to operate)
 - Car modifications (such as hand controls)
 - Home modifications
 - All other non-adaptive equipment
- **Quotes that include accessories** such as sport computers, tee shirts, premium wheelsets, and other accessories **will be reduced by the amount of such accessories** when considered by the Grants Committee.

RULES and FAQs

The applicant must fill out the application form.

The only exceptions are if the applicant is younger than the age of 13 or the applicant's disability prevents the use of a computer. Regardless, the applicant must contribute and consent to all answers.

Previous grant recipients must wait 2 years to apply again.

This does not apply for "Try It First" grant recipients, who are eligible the following cycle. If you have previously been denied by the Kelly Brush Foundation, you may reapply at any time, paying special attention to improve upon the given reason for denial.

There are three possible decisions an applicant may receive:

- Award (either full or partial)
- "Try It First" Grant – an award of \$500 to go towards program or rental fees at an adaptive sports program to gain experience with the equipment applied for
- Denial

There is no minimum or maximum award.

Please note that grants rarely exceed \$5,000, and the average grant is generally around \$3,500.

We do not make any exceptions for late applications.

All components of an application must be received by the deadline. If you do not get a confirmation email after hitting submit, be sure that **all components** of the application are completed and all documents are submitted. Once it is complete, there will be a green SUBMIT button. If you do not get a confirmation email after selecting the green SUBMIT button, please email grants@kellybrushfoundation.org

We only pay reputable adaptive sports equipment vendors directly.

We **DO NOT** provide funding directly to the grant recipient or reimburse for equipment already purchased.

We may use your first name, state, pictures submitted, and answers to specific questions in the application.

If you receive a grant, we may use your first name, state of residence, photos, and answers to specific questions for marketing purposes. But more importantly, we do want to stay in touch and hear about your experience with your new equipment.

This application is for individuals.

Programs are not eligible to apply for The Active Fund.

If you receive an error message trying to access the application: We recommend that you try clearing your cookies. If that does not work, try using a different browser (we recommend Google Chrome). Last resort, try using a different device. If all else fails, let us know!

INSTRUCTIONS:

SurveyMonkey Apply:

The Active Fund application uses *SurveyMonkey Apply*. The first step the applicant will take is to register with SurveyMonkey by creating a user name and password, which can be used to save your progress and then login at a later time to update and/or complete your application.

Applicants must fill in each required answer and upload all of the required documentation and before being able to hit submit. Once each section is completed, a green checkmark will appear. Once all required sections are completed, the green SUBMIT button will appear to submit the completed application. If you do not get a confirmation email after hitting green SUBMIT button, please email grants@kellybrushfoundation.org.

SurveyMonkey Apply will close the application at 5pm ET on the day of the deadline you will be unable to edit or submit your application after it closes.

Active Fund Application Form:

- **Part 1 – Applicant Information:** This section of the Grant Application includes information about you and your paralysis. You will be asked to describe the cause of your paralysis and how it affects your mobility (extent of hand, arm, torso, and leg sensation and mobility).
- **Part 2 – Equipment Information:** This section of the Grant Application includes questions about the type of equipment you are applying for, the exact model of equipment you are applying for, amount of funding being requested, and 2 vendor quotes for the equipment you are applying for. We want you to work with the vendors of your choice to determine the best equipment.
- **Part 3 – Financial Information:** This section of the Grant Application includes questions about your household financial position as well as whether you are seeking other means of funding for your desired piece of equipment. While **there is no income limit to apply**, it is one criterion used in determining grant recipients and award amounts.
- **Part 4 – Questions & Recommendation:** Part 4 is how we get to know you. This is our opportunity to get to know why you want to be active, why you are applying for the specific piece of equipment, and what obtaining this piece of equipment will mean to you. There is no right way to answer these questions; we

The screenshot shows the SurveyMonkey Apply interface for 'The Active Fund' application. At the top, there is a 'Back to application' link. Below that, the application title 'The Active Fund' is displayed, along with the ID '0000005170'. A progress list follows, showing five items: 'Active Fund Application Form', 'Medical Documentation of Paralysis', 'Vendor Quotes', 'Financial Documentation', and 'Personal Recommendation'. Each item has a green checkmark icon, indicating completion. The 'Personal Recommendation' item has a right-pointing arrow. Below the list, there is a 'Video/Photos (Optional)' section with a dashed circle icon. A progress bar shows '5 of 5 required tasks complete'. Below the progress bar, it says 'Last edited: Sep 15 2025 03:04 PM (EDT)'. At the bottom, there are two buttons: 'REVIEW' (grey) and 'SUBMIT' (green). Below the buttons, it says 'Deadline: Sep 17 2025 05:00 PM (EDT)'.

want to hear your story! The more you write, the better we can understand why getting a grant from the KBF will change your life.

Required Attachment: Medical Documentation of SCI

- **A letter on the letterhead of a treating physician or primary care provider stating the cause and nature of your paralysis, including level of injury, whether it is complete or incomplete, and when it occurred.**
- **We do not** accept full medical histories, physical reports, Paralympic classifications, photos of injuries, or any other form of medical documentation.
- The documentation needs to clearly state that you have a spinal cord injury.
- For some diagnoses, it may be helpful to include the ASIA classification and/or if the injury is complete vs incomplete, weakness or paralysis, bowel/bladder dysfunction, the need for a wheelchair or mobility device, etc.
- Acceptable formats: .pdf, .jpg, .png

Required Attachments: 2 Vendor Quotes

- **You must submit 2 personalized quotes from reputable adaptive sports equipment vendors for the equipment you are applying for.**
 - *Personalized* means an itemized quote specific to the equipment specifications, add-ons, and options you hope to order.
- If only 1 vendor sells the equipment, you may submit only 1 quote.
- You may obtain a personalized quote via phone or email.
- If the vendor you are hoping to order from does not provide personalized quotes, a PDF or JPG image of an online checkout will suffice, as long as it shows clearly the equipment and options you are requesting.
- Quotes that include accessories in addition to the base equipment will be reduced by the amount of such accessories when being reviewed.

Required Attachments: Financial Documentation

- We require ALL relevant financial documentation, including:
 - Last 2 years' federal tax returns, if filed (first 2 pages of 1040 is sufficient) <https://www.irs.gov/individuals/get-transcript>
 - SSI Benefit Verification Letter, if applicable (<https://www.ssa.gov/manage-benefits/get-benefit-letter>)
 - Any other forms of income (family support, annuities, other structured payments)
 - An explanation of any other forms of personal wealth
- **We do not** accept paystubs or bank statements. Please redact all social security numbers from all financial documentation.

Required Attachment: Personal Recommendation

- In addition to your complete and thoughtful answers to the questions on the online form, we require a recommendation written by a coach, adaptive sports program instructor, teacher, family member, friend, or peer you plan to be active with.
- The recommendation should answer: *“Who is the applicant as a person and how will this equipment impact the applicant, the applicant’s lifestyle, and those closest to the applicant?”*
- We absolutely encourage our applicants to apply to multiple grants, but please know that our grant committee appreciates it when the recommendation is not addressed to another organization- we notice!

Optional Attachments: Video/Photo

- We are able to accept videos of 60 seconds or less. We know for some it's tough to express yourself through the written application and we would love to hear you speak about why this grant is so important to you. Tell us how it would impact your life, how you would use the equipment, or what you're most looking forward to accomplishing. It doesn't have to be perfect -- just be yourself!
- Send along photos or video of yourself being active or doing everyday things, explain your story with responses that include more detail, and make us remember you!

We look forward to seeing your application!

If you have any questions about the Active Fund application not included in these Guidelines, please contact us:

- Email grants@kellybrushfoundation.org (fastest)
- Call 802-846-5298 x 103 (Tues-Thurs)