



Parks and Recreation Division

4801 West Colonial Drive | Orlando, Florida 32808

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w: ocfl.net/parks

ORGANIZATION NAME: _____

I acknowledge I have read the 2026 Application Process in full:

2026 Application Process for Orange County Youth Sports Partnership

Submission Deadline: 5:00 p.m., May 31, 2026

Emailed, faxed, mailed and hand-delivered applications will not be accepted. Please submit Application and Required Supporting Documentation at the link found at the bottom of page one. Use required naming conventions for each supporting document.

Late, incomplete, or inaccurate applications, or those missing supporting documentation, will not be considered.

Eligibility Criteria

To apply, the organization must meet the following criteria:

- Be an Organized Youth Sport Group that is sanctioned and governed by a recognized regional, state, or local body.
- Provide athletic programs to a specific service area in close proximity to requested playing fields.
- The Organized Youth Sport Group must run its programs on requested property in such a manner that its activities are open to all persons who wish to participate, regardless of race, gender, national origin, or disability.
- Operate such that general membership is not based exclusively on ability and performance through a “try out” system and who do not reserve the right to “cut” players from teams utilizing requested site.
- Organized Youth Sport Group shall be composed of at least 85% Orange County Residents.
- Organized Youth Sport Group must operate as a 501c3 non-profit corporation under the laws set forth for incorporation by the State of Florida. A certificate of incorporation and a copy of the organization’s by-laws must be supplied to the Parks and Recreation Division.
- The Organized Youth Sports Group must provide proof of a scholarship program including a list of names and supporting documentation for awards to economically disadvantaged youth that will play at the requested fields.
- The Organized Youth Sports Group must utilize a league management online portal via the organization’s governing body. Orange County Parks and Recreation Division must be listed as an authorized user with a unique Username and Password.

Step 1: Complete this application, renamed with the required file name (*YourOrganizationName* – 2026 YSP Application) and submit along with all Required Supporting Documents (listed on page 2 with required naming conventions) at the following link:

[2026 Youth Sports Partner Submission](#)

ORGANIZATION NAME: _____

Required Supporting Documentation

Organizations must provide the following information to be considered for evaluation:

- Financial Statement from previous two years with current balance sheet
File Name: YourOrganizationName – Financial Statement (submitted in Excel Format only)
- Copy of Federal designation as 501c3 and EIN
File Name: YourOrganizationName – nonprofit designation
- Copy of most recent Form 990 filed with IRS. **File Name: YourOrganizationName – IRS990**
- Invoice or verification of background screening from most recent season.
File Name: YourOrganizationName – background screening
- Copy of Bylaws and Contact list of current Board of Directors
File Name: YourOrganizationName – Bylaws and BOD
- Sanctioning Document from Governing Body
File Name: YourOrganizationName – Governing Body
- Roster with home addresses and participant birthdates from previous two seasons. Note: By August 2026, rosters must be updated via the online portal with the governing body and are subject to audit. (Youth Sports Organizations must list Orange County Parks and Recreation Division as an authorized user under the organizations governing body online management software to allow the Division to check roster addresses).
File Name: YourOrganizationName – 2026 Rosters (submitted in Excel Format only)
- The Organized Youth Sports Group must provide proof of a scholarship program including a list of names and supporting documentation for awards to economically disadvantaged youth that will play at the requested fields.
File Name: YourOrganizationName – 2026 Scholarship
- At least one letter of reference from the organization(s) (where you are currently renting fields (no maximum). Please provide references for the last five-year period. Acceptable letters of reference must contain the following information:
 - How long the organization rented at the location/with the entity,
 - Did the organization meet scheduled deadlines for calendar and paperwork submissions,
 - Did the organization make timely payments,
 - Did the organization utilize 100% of their scheduled practices and games,
 - Did the organization communicate effectively.**File Name: YourOrganizationName – Recommendation Letter**

ORGANIZATION NAME: _____

Step 2: Complete each cell below:

Organization Information

Organization Phone Number: _____
Organization E-mail Address: _____
Organization Mailing Address: _____

Organization Website: _____

Authorized Agent Information

Note: The Authorized Agent is required to be a designated representative of the Nonprofit Organization. Identify only one Authorized Agent.

Authorized Agent Name: _____
Authorized Agent Title: _____
Contact Phone Number: _____ Alternate Phone Number: _____
Authorized Agent E-mail Address: _____
Authorized Agent Mailing Address: _____

Authorized Agent Delivery Address, required only if Mailing Address is a PO Box: _____

Online Portal web address: _____
Login Information (use YSP@ocfl.net): _____
Password: _____

Location Preference

Below, rank the listed parks in order of preference from one (most preferred) to 12 (least preferred). If you are not interested in utilizing a specific location(s), put N/A in the space provided. Additionally, for each park you are interested in utilizing, provide the number of current players residing within 10 miles of each park.

Preference Order	Number of Players within 10 miles	Location
#		Arcadia Acres (1 lit field)
#		Barber Park (2 lit fields, 2 fields no lighting)
#		Barnett Park (2 lit fields)
#		Blanchard Park (1 field, no lighting)
#		Bomberos Field Park (3 lit fields)
#		Deputy Brandon Coates Community Park (2 fields, no lighting)
#		Dr. P. Phillips Community Park (2 lit fields)
#		East Orange District Park (2 lit fields)
#		Econ Soccer Complex (2 lit fields)
#		R. D. Keene Park (2 fields, no lighting)
#		West Orange Park (4 lit fields)
#		Young Pine Park (3 lit fields)

ORGANIZATION NAME: _____

Organization Program Summary

1. Please provide a brief overview of your organization's purpose and history:

2. Current Season Number of Participants (as of May 31, 2026): _____

a. Orange County residents' make-up _____% of your current season's roster.

b. What percentage of your total participants are under the age of 10? _____%

3. How many teams are there in your current season? _____

a. How many of these teams are selective (at requested site)? _____

b. How many of these teams are non-selective (no cuts; all play regardless of ability)?

4. _____% of your total operating budget is dedicated to paid staffing/personnel.

5. What percentage of your revenue is dedicated to:

a. U10 and under _____%

b. U11-U19 _____%

