



**Application Checklist for the Local Partner Program (LPP)**

Name of Program: \_\_\_\_\_  
 Contact person: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

Please check off items to be turned in:	Learn to Swim Program	Make a Splash office	Notes
1. LPP Application Form			
2. LTS Program Info & Curriculum (if not a national curriculum)			
3. Sample Program Schedule			
4. Sample Fee Schedule			
5. Awards/Recognition Information			
6. Sample Flyers and/or Promotional Literature			
7. Staffing Info: including training and certification requirements, and instructor to swimmer ratio			
8. Insurance (proof required after approval)			
9. Scholarship Program Guidelines and Info			
10. Emergency Action Plan for each facility			

Make a Splash use only:  
 Date application received: \_\_\_\_\_

Initial & Date when complete:  
 NHQ Official \_\_\_\_\_ Date \_\_\_\_\_