

Outdoor Heritage Fund Grant Application

The purpose of the North Dakota Outdoor Heritage Fund is to provide funding to state agencies, tribal governments, political subdivisions, and nonprofit organizations to:

Directive A. Provide access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;

Directive B. Improve, maintain, and restore water quality, soil conditions, plant diversity, animal systems and to support other practices of stewardship to enhance farming and ranching;

Directive C. Develop, enhance, conserve, and restore wildlife and fish habitat on private and public lands; and

Directive D. Conserve natural areas for recreation through the establishment and development of parks and other recreation areas.

Exemptions

Outdoor Heritage Fund grants may not be used to finance the following:

- A. Litigation;
- B. Lobbying activities;
- C. Any activity that would interfere, disrupt, or prevent activities associated with surface coal mining operations; sand, gravel, or scoria extraction activities; oil and gas operations; or other energy facility or infrastructure development;
- D. The acquisition of land or to encumber any land for a term longer than twenty years; or
- E. Projects outside this state or projects that are beyond the scope of defined activities that fulfill the purposes of Chapter 54-17.8 of the North Dakota Century Code.

Application Deadline

Applications for the first grant round cycle are due on **December 2, 2013 at 5:00 p.m. CST.** All information, including attachments, must be submitted by that date. See instructions below for submission information.

Instructions

It is our intent to have this form available on line. However, until that on-line form is available we are asking that you submit your application as a Word document. Please download this Word document (available on the Industrial Commission/Outdoor Heritage Fund Program website at <http://www.nd.gov/ndic/outdoor-infopage.htm>) to your computer and provide the information as requested. You are not limited to the spacing provided except in those instances where there is a limit on the number of words. After completing the application, save it and attach it to an e-mail and send it to outdoorheritage@nd.gov .Then submit the Word document as noted in the following paragraph.

Attachments in support of your application may be sent by mail to North Dakota Industrial Commission, ATTN: Outdoor Heritage Fund Program, State Capitol – Fourteenth Floor, 600 East Boulevard Ave. Dept. 405, Bismarck, ND 58505 or by e-mail to outdoorheritage@nd.gov . The application and all attachments must be received or postmarked by the application deadline. You will be sent a confirmation by e-mail of receipt of your application.

You may submit your application at any time prior to the application deadline. Early submission is appreciated and encouraged to allow adequate time to review your application and ensure that all required information has been included. Incomplete applications may not be considered for funding. Any item noted with an * is required.

Oral Presentation. Please note that you will be given an opportunity to make a ten-minute Oral Presentation at a meeting of the Outdoor Heritage Fund Advisory Board tentatively scheduled for the week of January 13, 2014. These presentations are strongly encouraged.

Open Record. Please note that your application and any attachments will be open records as defined by law and will be posted on the Industrial Commission/Outdoor Heritage Fund website.

Name of Organization * Beulah Park District

Federal Tax ID# *45-0308334

Contact Person/Title * Bridgette Martens

Address *Po Box 968, 213 1st Ave NW

City * Beulah

State * North Dakota

Zip Code *58523

E-mail Address *beulahpk@westriv.com

Web Site Address (Optional) www.beulahparks.com

Phone *701-873-5852

Fax # (if available) 701-873-5853

List names of co-applicants if this is a joint proposal

MAJOR Directive: (select the Directive that best describes your grant request)*

Choose only one response

Directive A. Provide access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;

Directive B. Improve, maintain, and restore water quality, soil conditions, plant diversity, animal systems and to support other practices of stewardship to enhance farming and ranching;

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Directive D. Conserve natural areas for recreation through the establishment and development of parks and other recreation areas.

Additional Directive: (select the directives that also apply to the grant application purpose)*

Choose all that apply

Directive A. Provide access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;

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Directive D. Conserve natural areas for recreation through the establishment and development of parks and other recreation areas.

Type of organization: (select the category that describes your organization)*

State Agency

Political Subdivision

Tribal Entity

Tax-exempt, nonprofit corporation, as described in United States Internal Revenue Code (26 U.S.C. § 501 (c))

Project Name* Beulah Park District Lions Park Renovation Project

Abstract/Executive Summary. An Executive Summary of the project stating its objectives, expected results, duration, total project costs and participants.* (no more than 500 words)

Our project objective is to replace our current playground at Lions Park with an updated state of the art playground, which does concur with the North Dakota SCORP stipulating that playgrounds are one of the primary needs in our Region 7. Lions Park was erected in 1982, and many of the parks structures are outdated, and made of wood, and this is hazardous to its users. Many of Beulah’s parks were built in the early 1980’s with Coal Impact Funding, and Lion’s park will be our forth renovation within our park system, beginning with a skate park in 2009, which signified five years of fundraising from the citizens of Beulah as well as the skaters. Following the addition of the skate park, we have replaced Central Park with the assistance of the Land and Water Conservation Fund, and Prairie Hills Park this past year. All of the above additions to our city were community projects, with patrons of Beulah working hand in hand towards a common goal, seeing the project through from start to finish. We have a “Friends of Beulah Parks and Recreation” group that assists us with these projects.

The expected results of replacing this park will be to provide another amenity for our growing community to enjoy. Also, it will encompass more than just Beulah citizens; visitors to the community will utilize the structure as well. In addition, it will conserve an area in town for recreation, keeping the park open, which is a struggle for the park district as our parks are deteriorating, and in need of replacement, making it a challenge to keep all parks in operation. Furthermore, by the Beulah Park District continuing to upgrade and develop new park systems, we will enhance our community and prove to the patrons of Beulah that we are proactive in preserving and upgrading recreational avenues in our community. We also plan a future renovation of the basketball court located next to Lions Park when funds are available.

The duration of this project will depend upon our ongoing fundraising campaign, but plan on completion in the summer of 2014.

Total Project Costs- \$50,000.00

Participants – Friends of Beulah Parks and Recreation for fundraising, Beulah Park District Board of Directors and Beulah Park District Staff

Amount of Grant request \$ *35,000.00

Total Project Costs \$*50,000.00

(Note that in-kind and indirect costs can be used for matching funds)

Amount of Matching Funds \$15,000.00

If applicable

Please indicate if the matching funds will be in-kind, indirect or cash.

Funds will be in-kind- Demolition and Removal

Cash – Playground Purchase and Installation

Source(s) of Matching Funds

If applicable

Funds will come from Beulah Park District budget, and various fundraising activities.

Certifications *

X I certify that this application has been made with the support of the governing body and chief executive of my organization.

X I certify that if awarded grant funding none of the funding will be used for any of the exemptions noted on Page 1 of this application.

Narrative

Organization Information – Briefly summarize your organization’s history, mission, current programs and activities. *

Include an overview of your organizational structure, including board, staff and volunteer involvement. (no more than 300 words)

The Beulah Park District has been in operation since 1950, beginning with small parks housing limited amenities, and maturing into a district that now encompasses 13 parks, 12 located within Beulah, as well as Beulah Bay Recreation Area, located 18 miles north of Beulah.

Beulah Park Districts Mission Statement is “To provide quality recreational activities to the citizens of Beulah and its visitors.” As we continue to move forward with these projects, we believe we are accomplishing our mission!

Our most utilized parks in Beulah are Riverside Park, encompassing pavilions, playground structures, a gazebo, Frisbee golf course and our Beulah Miner football field. Wolf Softball Complex boasts four softball fields, concession stand and is host to our little league baseball/softball program. This program provides summer enjoyment and learning for over 200 youth each summer. In addition we have an active adult softball league at the complex, with over 12 teams, hosting tournaments annually. Goldman Field at McKenzie Park is our beautiful baseball diamond that is host Babe Ruth and American Legion games as well as high school baseball.

Our offices operate out of the Beulah Fit Club which is a full service gym that provides fitness classes, weight room, cardio equipment and full size basketball court for public to enjoy.

Activities provided by the Beulah Park District are summer youth recreation baseball/softball, basketball leagues, camps, and various activities to provide community with a well-rounded choice of recreation activities.

Our staff consists of two full time staff, Bridgette Martens, Director and a Park Superintendent, a part time office manager, and numerous seasonal employees. Our board encompasses 5 members that meet on a monthly basis.

Purpose of Grant – Describe the proposed project identifying how the project will meet the specific directive(s) of the Outdoor Heritage Fund Program *

Identify project goals, strategies and benefits and your timetable for implementation. Include information about the need for the project and whether there is urgency for funding. Please indicate if this is a new project or if it is replacing funding that is no longer available to your organization. Identify any innovative features or processes of your project.

The Lions Park Renovation will meet Directive D of the Outdoor Heritage fund in that we are conserving an area for recreation by renovating this park. If renovation does not occur, park will have to be removed in the near future, due to deterioration of the existing structure. The project goals are to utilize all funding options, to include grant writing, donations, and fundraising to ensure success of this project, which will in turn benefit the community.

Our timetable for implementation will be to continue to fundraise, advertise project for bids, secure bid, remove existing playground, and erect new playground in spring/summer of 2014

There is urgency to this project, as we do not want to eliminate this park due to its present state, and it is important to continue to provide quality amenities to our citizens. This is a new project, and we are not replacing funding. With our ongoing commitment to innovation, striving to keep our parks fresh and exciting, this project is unique with its tower design.

Management of Project – Provide a description of how the you will manage and oversee the project to ensure it is carried out on schedule and in a manner that best ensures its objectives will be met.*

Director will oversee the entire project from start to finish, ensuring that project will be met in accordance with regulations. Director will supervise, coordinate, and direct the work of professional or non -professional staff involved in the day to day administration, construction, and maintenance of the Lions Park Renovation. The Director will work within general methods and procedures and exercise considerable independent judgment to select the proper course of action.

Evaluation – Describe your plan to document progress and results. *

How will you tell if the project is successful? Please be specific on the methods you will utilize to measure success. Note that regular reporting, final evaluation and expenditure reports will be required for every grant awarded.

This project will be successful if it is completed in a timely manner, ensuring that all requirements are met in accordance with regulations. Success would also be measured in the increase of patrons to the new facility, as well as customer satisfaction in the park district as they continue to provide quality recreational avenues for the residents of Beulah, and its visitors.

We will be responsible for all maintenance and operation, in addition we have a wonderful working relationship with the city, and they often assist us with maintenance/upkeep through donations and staff. Reports will be provided in a timely matter as requested.

Financial Information

ATTACHMENT: Project Budget – Using the standard project budget format that is available on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm> , please include a detailed total project budget that specifically outlines all the funds you are requesting.*

The project budget should identify all matching funds, funding sources and indicate whether the matching funds are in the form of cash or in-kind services. As noted on the standard project budget format, certain values have been identified for in-kind services. Please utilize these values in identifying your matching funds. **NOTE: No indirect costs will be funded.**

X I certify that a project budget will be sent to the Commission*

Sustainability – Indicate how the project will be funded or sustained in future years. *

Include information on the sustainability of this project after all the funding from the Outdoor Heritage Fund has been expended and whether the sustainability will be in the form of ongoing management or additional funding from a different source.

This project will be sustained through park district budgeted funds for equipment maintenance. We will be responsible for all maintenance and operation, ensuring park will be enjoyed for many years.

Partial Funding – Indicate how the project will be affected if less funding is available than that requested. *

Project will still move forward, with continued fundraising and grant writing until funds are raised to purchase playground.

Scoring of Grants

All applications will be scored by the Outdoor Heritage Fund Advisory Board after your ten-minute oral presentation. The ranking sheet(s) that will be used by the Board is available on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm> .

Awarding of Grants

All decisions on requests will be reported to applicants no later than 30 days after Industrial Commission consideration. Applicants whose proposals have been approved will receive a contract outlining the terms and conditions of the grant. Please note the appropriate sample contract for your organization on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm> that set forth the general provisions that will be included in any contract issued by the North Dakota Industrial Commission. Please indicate if you can meet all the provisions of the sample contract. If there are provisions in that contract that your organization is unable to meet, please indicate below what those provisions would be. *

Responsibility of Recipient

The recipient of any grant from the Industrial Commission must use the funds awarded for the specific purpose described in the grant application and in accordance with the contract. The recipient cannot use any of the funds for the purposes stated under Exemptions on the first page of this application.

If you have any questions about the application or have trouble submitting the application, please contact Karlene Fine at 701-328-3722 or kfine@nd.gov

BEULAH LIONS PARK-OPTION #1

BEULAH, ND November 18, 2013



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Pending Approval

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Budget Standard Form

Please use the table below to provide a detailed total project budget that specifically outlines all the funds you are requesting and if there are any matching funds being utilized to fund this project. Please note if the matching funds are in the form of cash, indirect costs or in-kind services. The budget should identify all other committed funding sources and the amount of funding from each source. Match can come from any source (i.e. private sources, State and Federal funding, Tribal funding, etc.) Note match funding is not required but an application will be scored higher if match funding is provided. (See Scoring Form.)

Please feel free to add columns and rows as needed. Please include narrative to fully explain the proposed budget.

Note that NO INDIRECT COSTS will be funded from the Outdoor Heritage Fund.

Project Expense	OHF Request	Applicant's Match Share (Cash)	Applicant's Match Share (In-Kind)	Applicant's Match Share (Indirect)	Other Project Sponsor's Share
Equip/Borders	\$30,000.00	\$2000.00	\$	\$	\$
Freight	\$2000.00	\$	\$	\$	\$
Sof'fall	\$3000.00	\$	\$	\$	\$
Installation	\$	\$10,000.00	\$	\$	\$
Demolition	\$	\$	\$3000.00	\$	\$
	\$35,000.00	\$12,000.00	\$3000.00	\$	\$
Total Project Costs	\$50,000.00	\$	\$	\$	\$

DRAW TEXT BOX FOR DETAILS HERE

In-kind services used to match the request for Outdoor Heritage Fund dollars shall be valued as follows:

- Labor costs \$15.00 an hour
- Land costs Average rent costs for the county as shown in the most recent publication of the USDA, National Agricultural Statistics Services, North Dakota Field Office
- Equipment Any equipment purchased must be listed separately with documentation showing actual cost.
- Equipment usage Actual documentation
- Seed & Seedlings Actual documentation
- Transportation Mileage at federal rate
- Supplies & materials Actual documentation

More categories will be added as we better understand the types of applications that will be submitted. We will use as our basis for these standards other State and Federal programs that have established rates. For example the North Dakota Nonpoint Source Pollution Management Program has established rates. If your project includes work that has an established rate under another State Program please use those rates and note your source.

Approved by OHF Advisory Board: October 17, 2013
 Approved by Industrial Commission: October 22, 2013