

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 * Tioga Park District

Federal Tax ID# *45-0278932

Contact Person/Title *Marcy Spooner

Address *Box 1

City *Tioga

State *ND

Zip Code *58852

E-mail Address *gmspooner@yahoo.com

Web Site Address (Optional)

Phone *701-664-2941

Fax # (if available)

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

Tim Sundhagen, Tioga Park Board President, Sarah Carkuff- Board Memeber

Monica Sundhagen, Vice-President, Marcy Spooner, Board Member

Melissa Johnson, Board Member

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;
- 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. DIRECTIVE D IS REQUESTED

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;
- 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. DIRECTIVE D IS REQUESTED

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) WE ARE THIS TYPE OF ORGANIZATION

Project Name*Rebuild the Tioga Pool

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 Park Board will be building a new pool and splash pad. Our old pool had to be demolished. It would have cost our board almost as much to fix the pool as it was to build a new one. We plan to start construction this spring, depending upon if funds are available. We plan on opening the new pool in June of 2015. We estimate that the cost of the pool will be \$1.5 million dollars. Building of the pool will be put out on bids in January 2014. Our engineering firm will be overseeing this project.

Amount of Grant request \$ *\$750,000.00

Total Project Costs \$ * approximately \$1.5 million
(Note that in-kind and indirect costs can be used for matching funds)

Amount of Matching Funds \$500,000.00

If applicable

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

The matching funds are in cash, with \$400,000.00 of that is a pledge of which \$80,000.00 has been received.

Source(s) of Matching Funds

If applicable Donations and County tax dollars and fund raising

Certifications *

I certify that this application has been made with the support of the governing body and chief executive of my organization. This application is supported by the Tioga Park Board

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. We will be using any funding given to us to build our pool.

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

Our board was formed sometime in the early 1960's when the first oil boom hit our area. This board was instrumental in building Tioga's outdoor pool almost 50 years ago. Since its inception, the present and past park board members have been instrumental in enlarging and building new parks throughout our city. We maintain these parks and pool. We also provide ice skating in the winter and just this past spring we installed a frisbee golf course in our main park. We are a board of 5 members who meet once a month to ensure that the parks, pool, tennis court, ball fields, campground and Tioga Dam camping area are well maintained and beautiful. We provide jobs to local people, especially teens, during the summer months at the pool and for park maintenance. Our board takes great pride in the beauty and safety of our parks and recreational areas.

If we are needed, we are more than willing to lend our staff a hand whenever they call us. Our board meets once a month for a few hours, but we are on-call every day for our staff or if a citizen has a concern. We do our best to serve the public and spend our tax dollars wisely.

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.

Our project is to build a new, handicap accessible pool and splash pad. This will help achieve the directive of providing our town, once again, with a recreational facility. As I stated earlier, our outdoor pool was almost 50 years old and beyond repair. It was demolished this spring and we will be constructing a new outdoor pool at the current site. We would like to break ground the spring of 2014 with a completion date of June 2015. We were unable to begin construction on our new pool this past spring due to lack of adequate funds. Due to the increased oil activity, the "Bakken Premium," has made it very difficult to build our pool with the tax dollars we receive and monies we have been raising. Our pool was sorely missed by our town and its surrounding areas, and especially the children. We don't want to disappoint them again by having to put off construction another year due to lack of funds.

Our board has had fundraisers. One of them is a brick fund which people may purchase an engraved brick to be used in the completion of the pool. We also have a committee that held a charity ball, which was very successful, and plan to make that an annual event. We also have been actively applying for any grants that become available.

We initially put pool plans out on bids and received one bid for over \$2.1 million dollars which we had to reject due to lack of funds. We have since revised the plans, while maintaining the structural integrity of the pool, to decrease costs. The pool will be out on bids this coming January.

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.*

Include a brief background and work experience for those managing the project.

We have hired an engineering firm which has extensive experience in building outdoor pools draw up plans and they will be overseeing the project and making sure the time line is met. We also have a city building inspector that will we can call on if the need arises. We are a very active board and will see to it that this project will be completed on time. We also are fully backed by the City of Tioga in this project

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.

Our pool has always been a big draw for our community in the summer months. The people of Tioga have told us how much it is missed. One of our board members overheard a mother who lives in another town say that she was excited for Tioga to finish its pool, just because of the splash pad alone. We will be able to track the pool's success by the amount of people using it. That is done daily when people sign in to swim and the number summer passes we sell. We are also able to take pictures of people actively using the facility. We are a government entity which requires us to provide financial reports. We would be happy to provide regular reports along with expenditure reports as requested/required

Our old pool leaked very badly and the heating and filter systems were old. Building this new pool will be more cost-effective as those problems will be addressed.

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.**

O I certify that a project budget will be sent to the Commission* Our board will send a project budget to the Commission.

Sustainability – Indicate how the project will be funded or sustained in future years. *
We will be funding our pool as we have been these past several years, through tax dollars received and donations.

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.

Partial Funding – Indicate how the project will be affected if less funding is available than that requested. * If we receive less funding then it will take us longer to build the pool. Our board is determined to see this project through. We just hate to disappoint the people of Tioga, especially the children, due to lack of funds.

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. *

Our board will be able to provide you with all the information/records you require at any time. Since we are a government entity, we have to report monthly, any and all purchases we make. If you need any further information that has not been provided in this request, please feel free to email me at gmspooner@yahoo.com or call me any time at (701)664-2941.

Respectfully,

Marcy Spooner, Tioga Park Board Member

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

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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
Supplies and Equipment	\$450,000.00	\$450,000.00	\$	\$	\$9,00,000.00
	\$	\$	\$	\$	\$
Labor	\$300,000.00	\$300,000.00	\$	\$	\$600,000.00
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
Total Project Costs	\$750,000.00	\$750,000.00	\$	\$	\$1,500,000.00

DRAW TEXT BOX FOR DETAILS HERE

The specs for our pool will be out on bids this coming January. Once we have accepted a bid, we will then be able to forward an itemized account of the exact cost of building the pool and splash pad to you.

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