

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 *
Hankinson Park District

Federal Tax ID# *
45-0357188

Contact Person/Title *
DeeAnn Bilben, Clerk

Address *
PO Box 478

City *
Hankinson

State *
ND

Zip Code *
58041

E-mail Address *
hcc@hankinsonnd.com

Web Site Address (Optional)

Phone *
(701) 899-3087

Fax # (if available)

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;

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.

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.

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*

City Park Restroom Replacement and Playground Addition

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)

The objective of this project is to upgrade our city park restrooms and add playground equipment suited for toddler/preschool children. The project will begin in the spring and be finished by mid to late summer, 2014. When completed, the project will allow more people to use the City Park. It will provide handicap accessible restrooms to allow people of all abilities to enjoy our park. The new playground equipment will provide a safe, engaging play area for the youngest members of our community. The total project cost is \$56,500 and will include \$26,750 in matching funds from the Hankinson Park District and \$3,000 of in-kind donations of equipment and labor by Park Board and community members.

Amount of Grant request \$26,750

Total Project Costs \$56,500

Amount of Matching Funds \$29,750

If applicable

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

\$26,750 Cash – Hankinson Park District

\$3,000 In-kind labor & equipment – Park Board and community members

Source(s) of Matching Funds

If applicable

The Hankinson Park District will provide matching funds of \$26,750 in cash. In addition, Park Board members and community members will provide \$3,000 of in-kind services in the form of donated labor and equipment needed for the project.

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 Hankinson Park District was established in 1961 to provide a recreational area and recreational activities for the citizens of Hankinson and visitors to the community.

The Park District is managed by the Hankinson Park Board consisting of five elected members. The District also employs a part-time clerk. In addition, it employs one full-time and one part-time maintenance person approximately 9 months per year. Various coaches, concession workers, umpires, etc. are employed by the District as needed for recreation programs throughout the year. Hundreds of community members have volunteered over the years for various Park District projects and programs.

The Hankinson Park District currently offers the following recreational opportunities: a variety of playground equipment, an outdoor basketball court, 2 tennis courts, 2 softball fields, 1 fastpitch softball/youth baseball field, 1 Babe Ruth/Legion baseball field, a volleyball court, horseshoe pits, 3 large picnic shelters with grills and electricity, green space for other activities. The Park District operates a summer recreation program including youth softball, baseball and swimming lessons. They also sponsor adult Zumba classes.

The Park District also maintains Lake Elsie recreation area. Located just 3 miles south of Hankinson, Lake Elsie attracts people from the city of Hankinson and around the region. Lake Elsie public use areas offer a public beach, boat ramps and a dock. Swimming, fishing and other watersports are popular on the lake. A bike path from the City Park to Lake Elsie is widely used for walking, jogging and biking.

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 falls under Directive D of the Outdoor Heritage Fund Program as we are looking to conserve our natural recreation area through the development and improvement of our city park, recreation grounds and facilities.

The goal of the project is to make updates and improvements to the city park so that more community members and visitors will be able to enjoy it. This is a new project for our Park District.

A recent review of our City Park facilities by the Park Board and city residents revealed two areas of need listed below. This project will address both of these needs.

1. Our restroom facilities in the park are outdated and not handicap accessible. The restroom replacement portion of this project will remove the existing facility and replace it with a new handicap accessible restroom. This will allow adults and children of all abilities to be able to use the facilities. These restrooms serve the playground areas, tennis courts, basketball courts, campground and picnic shelters.
2. We are in need of playground equipment for toddler/preschool age children. The playground addition of the project will create a new toddler/preschool play area including equipment that is appropriate for this age group. In addition, new swing seats that are better suited for toddler/preschool age children would be purchased to replace existing park swing seats. This new play area would be a safer, more engaging play area for younger children.

If grant funds were made available through the Outdoor Heritage Fund, we would begin the project as soon as weather permitted in the spring and finish by mid to late summer.

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.

The project will be overseen and managed by the Hankinson Park Board. Board members will work with contractors, authorize all expenditures and provide in-kind labor as described to meet the proposed deadlines and budget. The Park District employs a part-time clerk that will assure that bills are paid and deadlines are met and that all reports are completed as required. The Hankinson Park Board has successfully managed many similar projects in past years.

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.

We will know that our project was a success when people of all abilities are able to use the Park restroom facilities and when toddler/preschool age children are enjoying the safe, age-appropriate play area provided by the project.

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.

The Hankinson Park District employs 1 full-time and 1 part-time employee from approximately March – November each year. These employees are responsible for the day-to-day operation and maintenance of all park grounds, equipment and facilities. The Park District has funds available to manage the updated restroom and new playground areas described in the project. These new facilities will be utilized by the citizens of the community and visitors for many years with proper upkeep and maintenance provided by the Park District.

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

If the project were partially funded, the new playground area would be completed using the available funds. The restroom upgrade would be put on hold until additional funds could be secured.

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

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.

Hankinson Park District Restroom Replacement and New Playground Area Construction Budget

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
1. New Restroom Construction	\$19,250	\$19,250	\$	\$	\$
2. Removal of Current Restroom		\$	\$2,000*	\$	\$
3. New Playground Area	\$7,500	\$7,500	\$	\$	\$
4. Labor to install Playground Equipment		\$	\$1,000*	\$	\$
Total Project Costs	\$26,750	\$26,750	\$3,000	\$	\$

1. We are requesting 50% funding on the construction of the new restroom facility.
Attached: Construction estimates and a drawing of the proposed facility.
2. Hankinson Park Board and other community members have agreed to volunteer all time and equipment required to remove the current restroom building. In-kind amounts are estimated.
3. We are requesting 50% funding of the new playground area including equipment, border and surface.
Attached: Picture and drawing of proposed play area.
4. Hankinson Park Board and other community members have agreed to volunteer all time and equipment needed to install playground equipment. In-Kind amounts are estimated.

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

**HANKINSON PARK
SITE PLAN**

ESTIMATED AREA SQUARE FOOTAGE:
ESTIMATED LENGTH OF PERIMETER:
ESTIMATED NUMBER OF BORDER TIMBERS:

1036 SQ. FT.
120 FT.
30

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	GROUND	TYPES
5	5/2	5/2	5/2



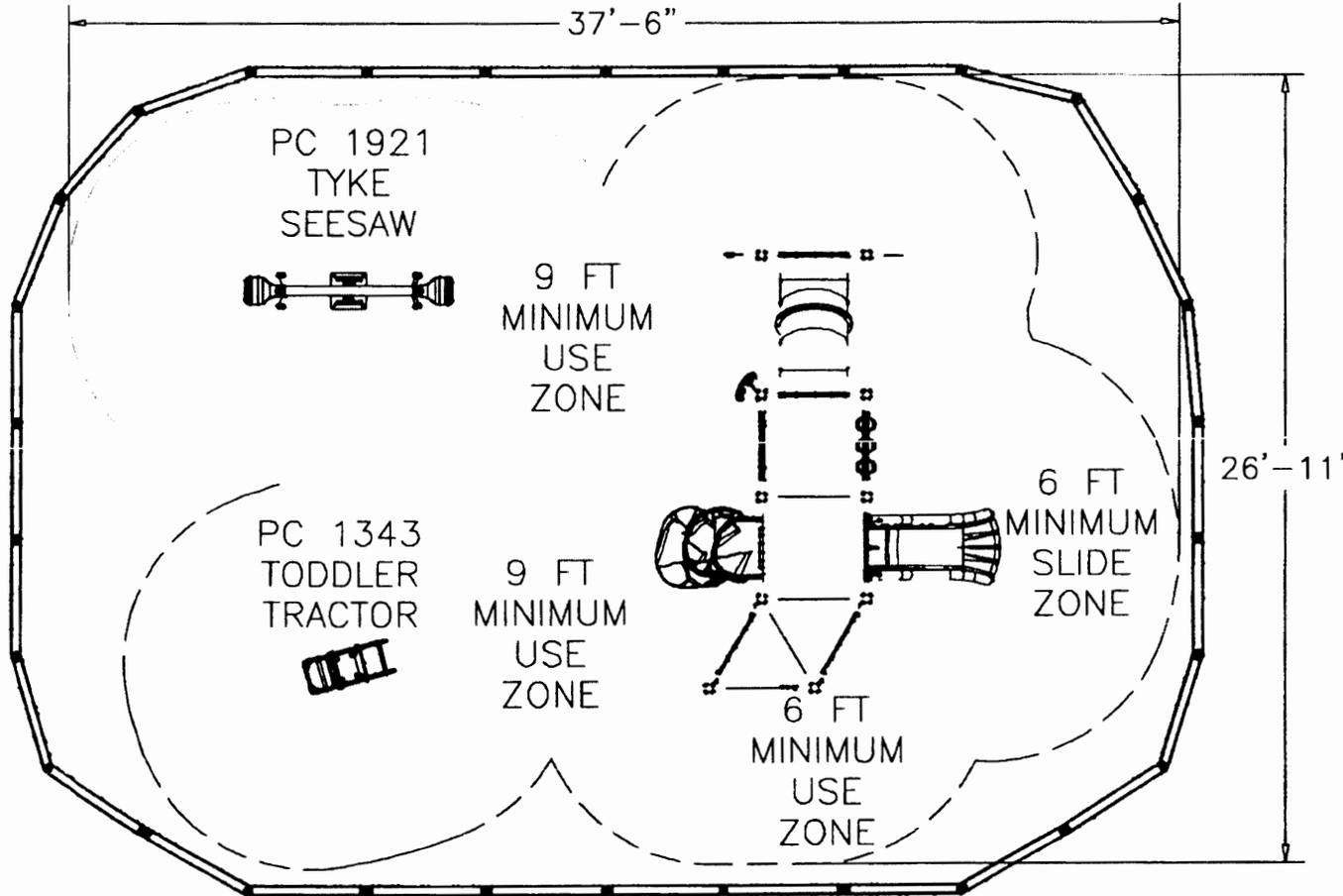
FOR KIDS
AGES
2-5

GENERAL NOTES:

This Preliminary Site Plan is based on measurements that were provided in the initial planning phase. All dimensions must be verified prior to the submission of a purchase order. Krauss Craft, Inc. will not be held responsible for any discrepancies between actual dimensions and dimensions submitted in the planning phase.

The Minimum Use Zone for a play structure is based on the product design at the time of proposal. Components and structure designs may be subject to change which may affect dimensions. Therefore, before preparing the site, we strongly recommend obtaining final drawings from the factory (available after the order is placed and included in the Assembly Manual).

WARNING: Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSC's Handbook for Public Playground Safety, Section 4 Surfacing.



PROJECT#: C6AE7A
DATE: 10/31/2013 | DRAWN BY: JTW

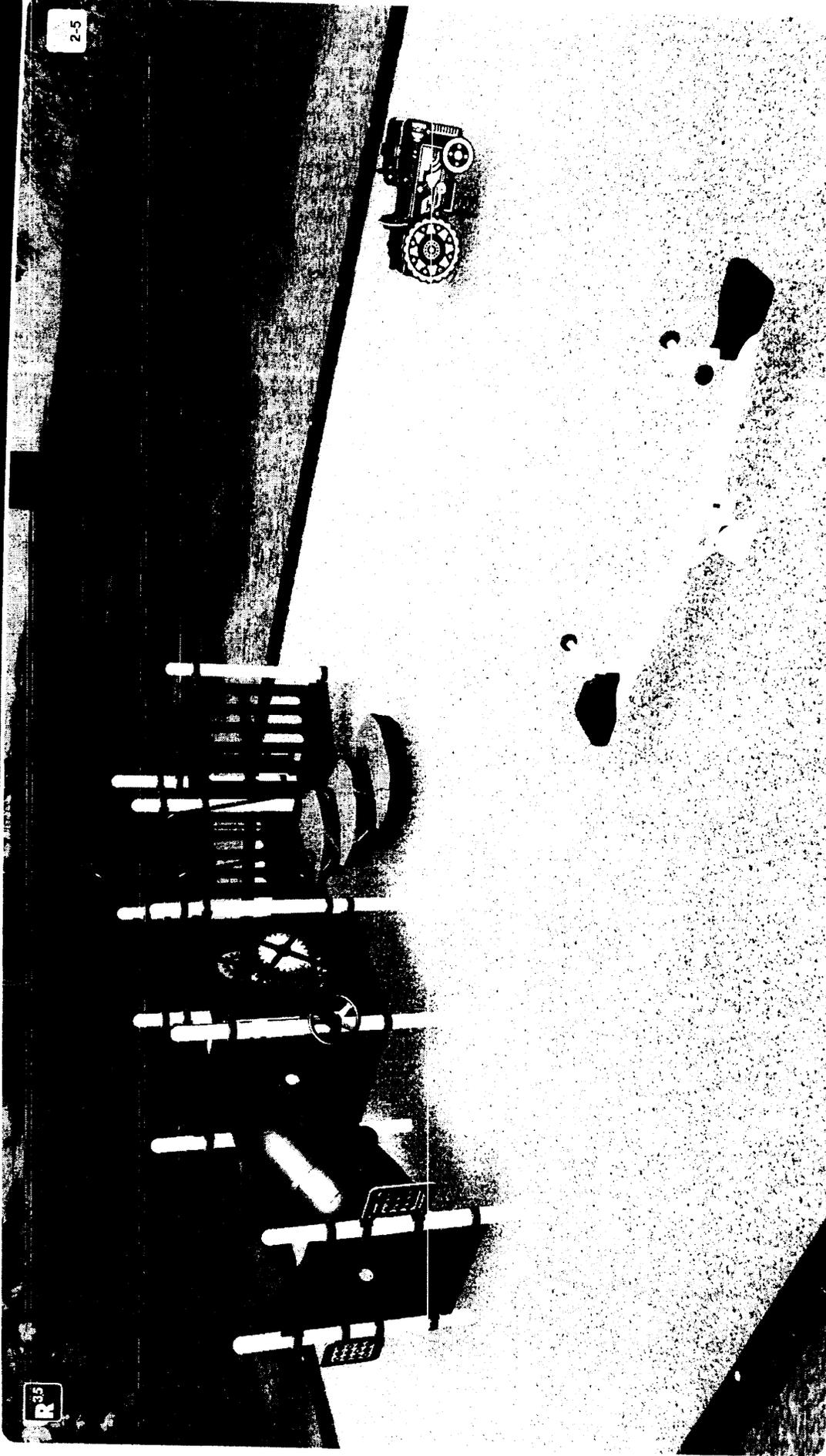
PLAYCRAFT REP:
My Turn Playsystems



Hankinson Park

DATE: 11/7/2013

PROJECT # 494478



R 35

2-5

MY TURN PLAYSYSTEMS

PLAYCRAFT SYSTEMS
Manufactured by Krauss Craft, Inc.

PLAYCRAFT SYSTEMS
Manufactured by Krauss Craft, Inc.

The Aurora Group, Inc.

PO Box 245
 Hankinson, ND 58041
 701-242-7202

Estimate

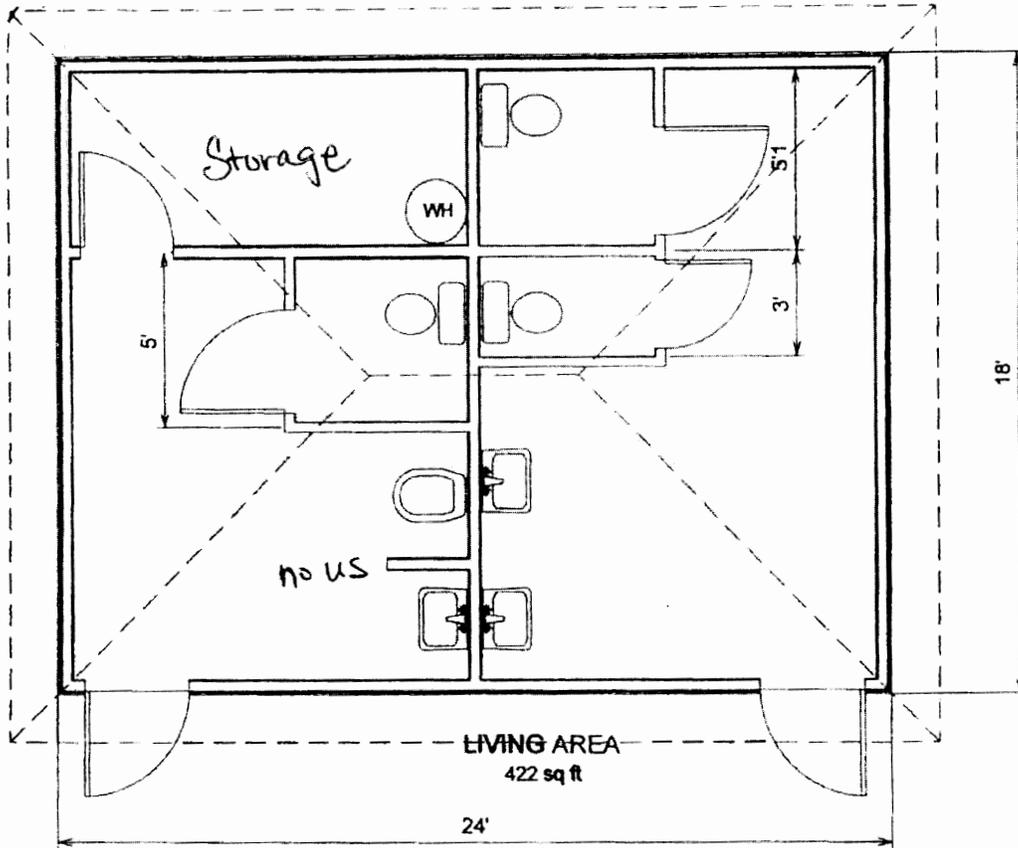
Date	Estimate #
11/26/2013	179

Name / Address
Hankinson Park Board Box 478 Hankinson, ND 58041

Project

Description	Qty	Rate	Total
Commercial Wall Hydrant		0.00	0.00
MI-20 Bradford White Water Heater		0.00	0.00
Kohler Wall Hung Sink (3)		0.00	0.00
Kohler Urinal/Auto Flush Valve (1)		0.00	0.00
Vitra Elongated Toilet/Seat		0.00	0.00
Vitra Handicapped Toilet/Seat (2)		0.00	0.00
Outside Water Fountain (use existing fixture)		0.00	0.00
PVC Pipe & Fittings		0.00	9.00
Water Piping & Fittings		0.00	0.00
Pex Piping & Trim Material		0.00	0.00
Electrical: 2 outlets inside, 4 outlets outside, 1 wallpack, wire, misc		0.00	0.00
		0.00	0.00
Labor to plumb rough-in for underground. Labor to install above grade waste vent. Labor to install fixtures. Labor to wire in outlets and wallpack.		0.00	0.00
		0.00	0.00
Total materials and labor including plumbing permit and wiring certificate.		7,984.70	7,984.70
Out-of-state sale, exempt from sales tax		0.00%	0.00

Thank you for your business.	Total	\$7,984.70
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New Restrooms Hankinson City Park

Arends Construction

Jesse Arends
 16975 95th St SE
 Hankinson, ND 58041

Estimate

Date	Estimate #
7/17/2013	306

Name / Address
Hankinson Park Board Hankinson, ND 58041

			Project
			New Bathrooms
Description	Qty	Rate	Total
Materials-18' x 24' Building, 2 x 4 Walls, Insulated walls & ceiling, Ribbed steel walls & roof, Interior-Drywall Ceilings Fiberglass Board walls, 3-0 Steel Commercial Doors with deadbolts, Aluminum Fascia & Soffit.	1	15,068.16	15,068.16
18' x 24' Finished concrete slab with thickened edge & floor drains	1	2,732.40	2,732.40
Toilet Partitions-Baked Enamel	1	1,784.80	1,784.80
Note: Upgrade to stainless steel \$1397.00			
Note: Upgrade to Diamond finish stainless steel \$2426.00			
Toilet Accessories: Includes grab bars for ADA stalls, Toilet paper dispenser, Polished stainless steel mirrors, Soap dispensers, Paper towel dispensers with waste receptacle & Baby changing stations	1	2,262.05	2,262.05
Labor-Frame Building, Interior & Exterior Finishes, Install Partitions & Toilet Accessories	1	8,650.00	8,650.00
		Subtotal	\$30,497.41
		Sales Tax (0.0%)	\$0.00
		Total	\$30,497.41

Phone #
242-7837 899-0429