

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 *Fort Abraham Lincoln Foundation

Federal Tax ID# *45-0372813

Contact Person/Title *Tracy Potter/President

Address *401 West Main

City *Mandan

State *ND

Zip Code *58554

E-mail Address *tracy@fortlincoln.org

Web Site Address (Optional)www.fortlincoln.org

Phone *701-663-4758

Fax # (if available)701-663-4751

List names of co-applicants if this is a joint proposal – The project is not YET a joint proposal. The completed project will of necessity involve a partnership between the City of Bismarck and the Fort Abraham Lincoln Foundation.

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

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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* Restoring Public Use of the Port of Bismarck on the Missouri River

Abstract/Executive Summary.

The Missouri River flood of 2011 destroyed the only existing building, public or private, for many miles along the recreational trail adjacent to the Missouri River in Bismarck. The building had housed Meriwether's restaurant and the Captain's Corner gift shop and ticket office for the Lewis & Clark Riverboat. The Fort Abraham Lincoln Foundation intends to replace the absent building with a new, multi-use facility to enhance access to the Missouri River and enhance use of the city's recreational trail system.

The new building will open to the public in May, 2015.

This grant will facilitate the retention of professional consultants to provide architectural and landscaping design services, as well as feasibility analysis of potential public uses of the site. This \$50,000 grant matched by \$50,000 from the Foundation will help launch a \$600,000 construction project on land owned by the City of Bismarck and leased to the Fort Abraham Lincoln Foundation for public use.

The facility will be a year-round, staffed museum with free entry, along with a gift shop, ticket office, and, food and beverage concession with public restrooms for trail users, riverboat riders and boat ramp users. It will provide excellent space by the river for public gatherings. It may provide a warming house for a new outdoor skating rink by the river and for new cross-country ski trails into Pioneer Park.

Participants will include the Fort Abraham Lincoln Foundation, its members and supporters, and the City of Bismarck.

Amount of Grant request \$ 50,000

Total Project Costs \$*600,000 (Grant covered portion, \$100,000)

Amount of Matching Funds \$ 50,000

Matching funds will be 40% cash, 40% in-kind, and 20% indirect

Source(s) of Matching Funds

The Fort Abraham Lincoln Foundation will provide all matching funds for the grant covered portion of 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. *

The Fort Abraham Lincoln Foundation was founded in 1982 to facilitate the reconstruction of the Custer House at Fort Abraham Lincoln State Park. It is a private, nonprofit, 501(C)(3) organization with a volunteer Board of Directors and paid professional staff. After raising private funds to build the Custer House, the Foundation entered into an agreement with the state Parks Department to provide living history interpretation of the site and continued advocacy and fundraising for additional enhancements to the state park, including building the 1875 Commissary, Central Barracks and Mess Hall, Granary, and 7th Cavalry Stable. Interpretation was provided through a combination of historical displays and exhibits, and living history interpretive guides. In 1994, state Parks asked the Foundation to also interpret the Mandan Indian Village within the Park, which was agreed to. The Foundation rebuilt 6 Mandan Indian earthlodges in the village providing interpretation with a combination of static displays and interpretive tour guides. It also funded and directed a re-design of the Mandan Indian Wing of the state park Visitors Center.

The Foundation is housed in Mandan’s old railroad depot where it operates Five Nations Arts, the state’s leading Indian art store. In 2009, the Foundation purchased from private owners the Lewis and Clark Riverboat. It leases docking space at the Port of Bismarck from the City of Bismarck. At the close of 2012, the Foundation turned over to the Parks Department all of its interpretive exhibits, supplies and furnishings at the state park and turned its focus to improving public use of the Port of Bismarck by replacing the former Meriwether’s building which was destroyed by the 2011 Missouri River flood.

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

The purpose of the grant is to provide the initial planning funds for a new project required to facilitate construction of a multi-use facility at the Port of Bismarck, eventually creating a year-round, staffed, comfort and cultural site on Bismarck’s recreational trail along the Missouri River. The complete project, of necessity, will be a joint effort of the City of Bismarck (the landowner) and the Foundation.

The location is the site of the former Meriwether’s Restaurant and Captain’s Corner gift shop (the Lewis & Clark Riverboat’s ticket office) which were housed in the 1911-era Wilton train depot on the east bank of the Missouri between the river and the recreational trail. The flood of 2011 destroyed the depot and the site has been empty and unused since. A trailer by the boat dock currently and inadequately houses the ticket office and gift shop of the riverboat.

The entire project is estimated to cost \$600,000. This grant request is for \$50,000 matched by \$50,000 from the Foundation (\$20,000 cash, \$20,000 in-kind and \$10,000 indirect cost) to retain professional architectural and landscaping consultants to design the project and to provide feasibility analysis of these potential uses of the site:

- Enhance public use of the recreational trail
- Encourage and enhance public use of the Missouri River
- Provide a riverside space for public gatherings and receptions
- House a free museum focused on the Missouri River and its use through time
- Provide public restrooms for trail users, boat ramp users, and shore anglers
- Provide food and beverage concessions to trail users and others
- Host school field trip groups
- Warming house for new riverside outdoor skating rink and cross-country ski trail

The site is owned by the city. To the north along the recreational trail is Pioneer Park and south is a well-used boat ramp next to a Lewis and Clark keelboat interpretive model. There are no indoor facilities, public or private, along the trail for miles in either direction.

The primary directive of the Outdoor Heritage Fund Program met by the project is Directive D, conserving a natural area for recreation through the establishment of parks and other recreation areas. Use of the natural space along the Missouri River, and access to the river for public use, will be enhanced by the project. That is also its relation to Directive A, providing access to private and public lands for sportsmen, including projects that create fish and wildlife habitat access for sportsmen. The project also has a relationship to Directive C in that it will provide an educational center where the public, particularly youth, can learn the importance of developing, enhancing, conserving and restoring wildlife and fish habitat on private and public lands.

The strategy and timetable for implementation starts with retention of planning consultants as soon as grant funding can be made available. Discussions have already taken place with representatives of the City of Bismarck, the Bismarck Park District, and Bismarck State College, which has a carpentry program that annually takes on the construction of a home, but has expressed serious interest in being involved in construction of this project. Consultants will be brought into these discussions to help determine feasibility of the potential uses and to provide architectural designs for the multi-use facility.

Urgency is driven by the goal of having the facility in place for the opening of the riverboat season in May, 2015. Planning and capitalizing the project will take place through the spring of 2014, with construction following.

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.*

The Fort Abraham Lincoln Foundation is almost uniquely qualified to manage and oversee such a project, having over thirty years' experience of working with construction and interpretive projects on public property. Building public facilities on public property with a mix of public and private support is

The Foundation will be in position of advocate, fundraiser, and guarantor, while deferring to the City in terms of bid processes and construction guidelines. In the limited portion of the project for which this grant is sought, the Foundation will take the lead in organizing the process of bringing parties together, requiring work product from consultants, and staying on timeline.

Evaluation – Describe your plan to document progress and results.

The degree of public use of the facility will be the primary evaluation of the project, followed by measurements of public satisfaction with the facility. Measurements will be both statistical through visitor surveys, and anecdotal through conversations with visitors and reports from staff of their interactions with visitors.

Quarterly progress reports will be provided by the Foundation to the Outdoor Heritage Fund Advisory Board.

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. *

Annual lease payments from the Fort Abraham Lincoln Foundation will sustain the project for the foreseeable future. The Foundation itself is sustained by charitable giving, charitable gaming and its operation of the Lewis & Clark Riverboat. The multi-use facility will generate some funds from free-will donations, gift shop sales, space rentals and concessions.

Additional fundraising will take place to construct and enhance services within the facility, but the Foundation has budgeted for and is willing to guarantee that its budget will provide sufficient funds to service and retire any debt resulting from a shortfall in immediate fundraising.

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

The project would continue, but it may be delayed.

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.

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
	\$ 50,000	\$ 20,000	\$ 20,000	\$ 10,000	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
Total Project Costs	\$	\$	\$	\$	\$

In-kind services of the FALF, including labor, mileage, equipment usage and supplies, will provide \$20,000 in match; the indirect match share of \$10,000 is the standard FALF grants administration fee of 10% of total project cost; the \$70,000 in cash from grant and match will be used to retain professional services for design and feasibility analysis of potential uses of the property at the Port of Bismarck.

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.