

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

NO CONSIDERATION:

In addition to those specific items in law that are ineligible for funding, in the absence of exceptional circumstances, the following projects will NOT receive consideration for funding:

- Projects that are already completed;
- Projects that are on-going (Phased projects would be considered);
- Staffing;
- Feasibility studies;
- Annual maintenance;
- Paving projects for roads and parking lots;
- Swimming pools;
- Non-permanent equipment (such as tractors, snowmobiles);
- Research;
- Projects where the applicant is not directly involved in the project.

Application Deadline

Applications for the second grant round cycle are due on **April 1, 2014 at 5:00 p.m. CT**. All information, including attachments, must be submitted by that date. See instructions below for submission information.

Instructions

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 or print it and mail it to the address noted in the next 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.

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. 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: Minot Park District Foundation
Federal Tax ID#: 47-0792436
Contact Person/Title: Elly DesLauriers, Director of Marketing & Development
Address: 420 3rd Avenue SW
City: Minot
State: ND
Zip Code: 58702
E-mail Address: elly@srt.com
Web Site Address: www.minotparks.com
Phone: 701-857-4136
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MAJOR Directive (choose only one):

- 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 (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:

- 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: Centennial Park Woodland Trail and Souris River Recreational Access Plan

Abstract/Executive Summary

Since 2004, the Minot Park District has been making steady progress in the development and improvement of Centennial Park to meet the outdoor recreation needs of the rapidly growing City of Minot. In 2010, the Minot Park District embarked on a public master planning process to assess the current offerings and to identify development opportunities for the 80-acre regional park along the banks of the Souris River. The 2010 planning process and public input identified several opportunities for additional active and passive outdoor recreation in an unmatched riverfront setting.

Of the 80-acre park area, over 30 acres of native riparian woodland in the south portion of Centennial Park was identified for uses such as hiking, biking, cross-country skiing, public fishing access, and conserving urban wildlife habitat. This project, as proposed, would implement the improvements identified as well as provide access to the site for year-round recreational opportunities for all ages.

At this time, a developed access point to the proposed site does not exist. The site is minimally accessed from multiple locations, which are unsafe and unmanaged. Specific improvements to mitigate this include the development of an aggregate visitor parking lot, information signage, and seasonal restroom facilities with connection to an adjacent frontage road that would be open year round.

Access to the site will allow for further development and use of the property. Two trail segments are being proposed in this plan. The first is a three-quarter mile looped aggregate trail that would provide direct access from the visitor parking area to an improved shoreline fishing area with a seasonal fishing pier. Stream bank improvements and erosion control measures are also included in the plan at the fishing location to provide multiple shoreline access points and to reduce future bank erosion, improving long-term fishing viability.

The second is an estimated one-mile south loop mowed trail connected by a removable floating segment over an existing oxbow. The trail, with natural trail signage for interpretation and direction, will offer seasonal opportunities for a variety of uses within the natural woodland of the Souris River.

The design of the access, fishing pier, trails, and seasonal recreation opportunities have all been planned with consideration of safety as well minimizing disturbance and impacts on the environment and wildlife.

The Outdoor Heritage Fund would provide an opportunity at Centennial Park by furthering development of public parks and recreation, conserving natural areas, and enhancing outdoor recreational opportunities through greater access by sportsmen and community members.

Amount of Grant Request: \$551,000

Total Project Costs: \$634,000

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

A minimum of 25% Match Funding is strongly encouraged.

Amount of Matching Funds: \$83,000 Cash

Source of Matching Funds: Minot Area Community Foundation

Certifications

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

The mission of the Minot Park District is to provide rewarding leisure and educational experiences for our community and region. We currently maintain 23 parks with amenities, trail systems, and sports complexes (including a baseball complex, soccer complex, ice arena, zoo, outdoor pool, splash park, and dog park). We maintain over 700 acres of public property with buildings and facilities, and we strive to keep everything well maintained.

The Minot Park District is a political subdivision of the State of North Dakota. It was created by the City of Minot with Ordinance #50. The Ordinance was passed on August 28, 1911 and reads as follows:

The Park District of the City of Minot heretofore created by the council in accordance with and under the provisions of the appropriate laws of the State then in existence, the laws now being embodied in chapters 40-49 in the North Dakota Century Code, is hereby continued.

The first board was elected on September 26, 1911, and officially seated on October 3, 1911. The board consists of five elected commissioners on three-year terms.

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

The flood of 2011 greatly impacted the Minot Park District's capabilities in providing new recreational opportunities while substantial repairs were being made to existing park facilities.

This, in conjunction with the rapid population growth has placed significant pressure on the supply and demand of outdoor recreational opportunities in Minot.

This grant would provide critical funding toward the achievement of the Centennial Park Master Plan and would allow us to make access available to the woodland trails and fishing area along the Souris River for all community members.

If funding is available, design and bid documents will proceed in late spring of 2014 with construction occurring in the fall of 2014 with completion in 2015.

This project meets the guidelines of both Directives A and D. Specific items for Directive A include the parking lot and access point, aggregate trail development, and improvements for the establishment of the fishing area. Specific items for Directive D include the careful on-site layout of the trail loops to ensure conservation of existing vegetation. Signage and directional features in combination with the network of nature trails and pedestrian facilities will offer a fully functional passive park for recreational purposes.

Management of Project (provide a description of how 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 Minot Park District will oversee the Centennial Park Woodland Trail. The District has a lot of experience in projects of this size. We just completed our Bison Plant Trail, which is a two-mile mowed nature trail south of Minot, off Highway 52. Centennial Park Woodland Trail would be a similar trail with additional features such as direct access to an improved shoreline fishing area with a seasonal fishing pier directly from the visitor parking area.

Throughout the flood recovery process, we have gained valuable experience in project management and keeping projects on schedule through communication with our architecture and engineering firms and contractors. We value project timelines and maintain a strict schedule for the benefit of our community and the park system.

Evaluation (describe your plan to document progress and results)

The growing population in Minot and the surrounding area brings challenges along with opportunities to Minot Park District. Not only is our number of current users growing, but we are also seeing new users interested in recreational trails similar to the ones proposed with this project. This project also opens up opportunities to introduce children and young adults to the wonders of nature.

We need to get kids outside and get them engaged with the great outdoors. Studies have shown that decreased time outdoors has a negative impact on the health and wellness of youth. Childhood obesity rates have doubled, accompanied by an incremental hundred-billion-dollar cost to our health care system. Decreased time outdoors has also led to declining

creativity, concentration, and social skills. The hope is that this project will encourage and excite our youth to become more active outdoors in a safe environment.

The trails will be maintained for year round use, making it not only a great location for hiking and exploring in the summer months but also a great location for cross-country skiing when the snow begins to fall.

Financial Information

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. Note that a minimum of 25% match funding is strongly encouraged)

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.**

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

Sustainability

Once the project is complete, the ongoing management of Centennial Park Woodland Trail and Souris River Recreational Access Plan will be the responsibility of the Minot Park District. The growing population in Minot and the surrounding area bring challenges along with opportunities to the Minot Park District. Our current user groups are not only expanding but we are seeing new user groups interested in recreational trails as the ones proposed in this plan. The trails will be maintained year round for recreational use.

Partial Funding

If the project is partially funded, we would look into the possibility of doing the project in two phases. Phase one of the project would include the aggregated parking lot with the aggregated nature trail and interpretative signage. It would also include general site erosion control and stream bank erosion control along with the fishing pier and a designated shoreline fishing area. We estimate the first phase of the project would cost \$353,000.

Phase two of the project would include the floating dock crossing, trail signage, stream bank erosion control and the cleared/mowed nature trail. We estimate the cost of phase two of the project would be \$305,000.

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

Revised January 29, 2014

Opinion of Cost
 Centennial Park Master Plan
 North Dakota Outdoor Heritage Grant Application
 KLJ Project No. 7411123
 11.19.2013



Site Access and Nature Trail Development

ITEM	QTY.	UNIT	UNIT COST	TOTAL COST
Mobilization	1	LSum	\$30,000.00	\$30,000
Clearing and Grubbing - Agg. Parking Lot Area	1	LSum	\$3,500.00	\$3,500
Clearing and Grubbing - Agg. Nature Trail (20' Width)	3325	LF	\$13.50	\$44,888
Clearing and Grubbing - Mowed / Cleared Trail (20' Width)	4930	LF	\$13.50	\$66,555
Topsoil Removal and Placement - Agg. Parking Lot	235	CY	\$8.00	\$1,880
Topsoil Removal and Placement - Agg. Nature Trail	650	CY	\$8.00	\$5,200
Subgrade Preparation - Agg. Parking Lot Area	850	SY	\$3.00	\$2,550
Subgrade Preparation - Agg. Nature Trail	3880	SY	\$3.00	\$11,640
Subgrade Preparation - Mowed / Cleared Trail	7670	SY	\$3.00	\$23,010
Geotextile Fabric	6025	SY	\$3.00	\$18,075
5/8" Minus Agg. Parking Lot Area	450	Ton	\$70.00	\$31,500
5/8" Minus Agg. Nature Trail	1225	Ton	\$70.00	\$85,750
EZ Trail Dock System	1	LSum	\$75,000.00	\$75,000
Trail Signage	1	LSum	\$20,000.00	\$20,000
Seeding	2	Acre	\$8,500.00	\$17,000
General Site Erosion Control	1	LSum	\$10,000.00	\$10,000
Stream Bank Erosion Control	10000	SF	\$4.00	\$40,000
			Total Construction Cost =	\$487,000
			10% Contingency =	\$49,000
			Design Engineering and Construction Administration Fees =	\$83,000
			Administrative and Legal Fees =	\$15,000
			TOTAL =	\$634,000

*Please note we also have \$83,000 in matching funds from the Minot Area Community Foundation.

Opinion of Cost
 Centennial Park Master Plan - Phase 1
 North Dakota Outdoor Heritage Grant Application
 KLJ Project No. 7411123
 3.27.2014



Site Access and Nature Trail Development

ITEM	QTY.	UNIT	UNIT COST	TOTAL COST
Mobilization	1	LSum	\$30,000.00	\$30,000
Clearing and Grubbing - Agg. Parking Lot Area	1	LSum	\$3,500.00	\$3,500
Clearing and Grubbing - Agg. Nature Trail (20' Width)	3325	LF	\$13.50	\$44,888
Topsoil Removal and Placement - Agg. Parking Lot	235	CY	\$8.00	\$1,880
Topsoil Removal and Placement - Agg. Nature Trail	650	CY	\$8.00	\$5,200
Subgrade Preparation - Agg. Parking Lot Area	850	SY	\$3.00	\$2,550
Subgrade Preparation - Agg. Nature Trail	3880	SY	\$3.00	\$11,640
Geotextile Fabric	6025	SY	\$3.00	\$18,075
5/8" Minus Agg. Parking Lot Area	450	Ton	\$70.00	\$31,500
5/8" Minus Agg. Nature Trail	1225	Ton	\$70.00	\$85,750
Trail Signage	1	LSum	\$10,000.00	\$10,000
Seeding	2	Acre	\$8,500.00	\$17,000
General Site Erosion Control	1	LSum	\$10,000.00	\$10,000
Total Construction Cost =				\$272,000
10% Contingency =				\$27,000
Design Engineering and Construction Administration Fees =				\$46,000
Administrative and Legal Fees =				\$8,000
TOTAL =				\$353,000

*In providing estimates of probable construction cost, the Client understands that the Consultant has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing and that the Consultant's estimates of probable construction costs are made on the basis of the Consultant's professional judgment and experience. The Consultant makes no warranty, express or implied, that the bids or the negotiated cost of the Work will not vary from the Consultant's estimate of probable construction cost. The Client assumes all liability if using this Probable Construction Cost for determining project feasibility or securing project funding/financing.

Opinion of Cost
 Centennial Park Master Plan - Phase 2
 North Dakota Outdoor Heritage Grant Application
 KLJ Project No. 7411123
 3.27.2014



Site Access and Nature Trail Development

ITEM	QTY.	UNIT	UNIT COST	TOTAL COST
Mobilization	1	LSum	\$20,000.00	\$20,000
Clearing and Grubbing - Mowed / Cleared Trail (20' Width)	4930	LF	\$13.50	\$66,555
Subgrade Preparation - Mowed / Cleared Trail	7670	SY	\$3.00	\$23,010
EZ Trail Dock System	1	LSum	\$75,000.00	\$75,000
Trail Signage	1	LSum	\$10,000.00	\$10,000
Stream Bank Erosion Control	10000	SF	\$4.00	\$40,000
Total Construction Cost =				\$235,000
10% Contingency =				\$23,000
Design Engineering and Construction Administration Fees =				\$40,000
Administrative and Legal Fees =				\$7,000
TOTAL =				\$305,000

*In providing estimates of probable construction cost, the Client understands that the Consultant has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing and that the Consultant's estimates of probable construction costs are made on the basis of the Consultant's professional judgment and experience. The Consultant makes no warranty, express or implied, that the bids or the negotiated cost of the Work will not vary from the Consultant's estimate of probable construction cost. The Client assumes all liability if using this Probable Construction Cost for determining project feasibility or securing project funding/financing.



- Aggregate Nature Trail**
- Cleared / Mowed Nature Trail**
- Floating Dock Crossing**
- Fishing Pier and Shore Fishing Area**
- Aggregate Trailhead and Parking Area**
- Winter Ice Sculpture Location**
- Groomed Cross Country Ski Trails**
- 18-Hole Disc Golf Course**
- Restroom / Shelter Facility and Play Equipment**
- Trailhead and Portable Restroom Area**



Aggregate Nature Trail



Groomed



Cleared / Mowed Trail







