

# 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.

## **Contact Information:**

**Name of Organization** \* North Dakota 4-H Foundation

**Federal Tax ID#** \*45-6012061

**Contact Person/Title** \* Adrian Biewer, Youth Development Specialist, Center for 4-H Youth Development

**Address** \*Box 6050 Dept. 7280

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**State** \*ND

**Zip Code** \*58108

**E-mail Address** \*Adrian.Biewer@ndsu.edu

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**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;

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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\* North Dakota 4-H Camp**

**Abstract/Executive Summary:**

The current camp has served 4-H and the public over the last 40 years. Our successful capital campaign, *To Shape a New Destiny*, will provide an opportunity to renovate and expand our camp facility to better serve our state's youth in the future. Our large outdoor space at the camp could be better developed and utilized for recreation and outdoor education. Our camp is home to the state 4-H camping program 4-H and other youth for four months of the year. During off camp hours, the public will have access to our campus from March 15 through November 10. Opportunities for the public use of the 4-H camp exist in the months preceding and after our regular camp season. It is our desire to build a campus that can be multi-season with amenities that promote public use of our outdoor space.

Nationwide, participation in outdoor activities is trending down. We want to support the national outdoor initiatives and continue the North Dakota tradition by continuing to improve the outdoor activities in each camp session and those available to the public.

The goal of the project is to provide more program accessibility to physically challenged youth, to develop more outdoor educational program diversity, and to provide some native habitat for insects and birds. An inspirational area, butterfly and native plant gardens, outdoor teaching stations, and walking trails will provide access and resources for outdoor and natural resource education. We want to be able to teach youth about our native species and provide examples for them to look at.

Our first objective is to update the existing camp program amenities to meet current and future needs. The walking trails and inspirational areas need development to provide access to quality learning examples and to provide access for physically challenged youth, increase safety, and to expand their current use for the camp program.

The second objective is to add new camp program areas and sites to improve our ability to offer youth and public users a diverse camp experience. Butterfly gardens and native plant gardens will provide habitat for our disappearing native insects. Developed walking trails will protect the landscape and allow access to the river, visit our plant sites, and learning stations. We expect over 30,000 youth to participate in our camp experience in the next 40 years. With the renovation and expansion of our facilities and the addition of the project amenities, this number could be significantly more.

**Amount of Grant request \$ 18, 768**

**Total Project Costs \$\* \$23,673**

(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 \$\* inkind - \$3,855 and cash - \$1,050**

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

**Source(s) of Matching Funds\***

Please provide verification that these matching funds are available for your project.

North Dakota 4-H Camp General Fund and labor contribution

**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**

The North Dakota 4-H camp is an 80 acre property located on the banks of the Missouri River near Washburn. Each year over 400 youth, ages 8 through 18 years of age attend camp. In addition, another 250 youth participate in shooting sports activities. The camp is also utilized by extension staff as well as other youth groups. The camp facilities include three cabins with a main lodge, an outdoor inspirational area, and two modest horse arenas. The camp was built in the late 1960's and is slated for renovation of the existing buildings and an addition of a new multi-purpose building in 2014. Seventeen 4-H camp sessions were held in 2013.

The North Dakota 4-H camp is owned by the North Dakota 4-H Foundation, Inc. which is located in Fargo under the umbrella of the North Dakota State University Extension Service. The Foundation is a nonprofit 501(c) 3 entity and is dependent on donations, rentals, and camper fees for the camp operation. To keep camping affordable, the revenue generated only covers the cost of the camps and minimum maintenance of the grounds and facilities.

The camp program is developed and implemented by the North Dakota State University Extension Service Center for 4-H Youth Development. The camp facility is staffed with part time seasonal workers. The camp program is delivered utilizing college-age counselors and NDSU extension

agents. The counselors deliver the recreational activities and supervise camper chores. Extension agents organize the camps around educational topics, recruit other staff and adult volunteers, and deliver the camp content through experiential learning activities.

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

**Camp Program Goal**

While the current camp has served 4-H and others well over the last 40 years, the Foundation and Extension Service leadership have been actively developing a long term plan to make additions that will better serve our state's youth in the future. The camp buildings will be renovated starting in summer of 2014 and a new building is currently being designed by an in-state architectural firm. The camp has potential to be used for recreation and outdoor education but has remained relatively undeveloped. One goal of the long term plan is to make the camp more accessible, especially in the program areas. Another goal of the long term plan is to develop more educational and recreational activities for camp users to do while they are at the camp. The camp's topography, along with its natural amenities, makes it an ideal setting for this type of project. Due to renovation, it may be a one year project.

**Objective**

**The existing camp amenities will be updated to meet current and future needs.**

Project: The camp has an inspiration area that is underutilized because it has limited access from the main camp campus. It will be renovated to become an inspirational area with new seating, new roof shingles, and a campfire ring. The area will also be re-landscaped to include native plant and butterfly gardens.

In 2012, over two miles of primitive walking trails were cleared around the camp. Heavy use will damage the landscape and trails. The trails can benefit from further development by having wood mulch added to the surface of the trails for maintenance and to allow use in wet weather. Establishing native plant sites, a rock garden, and native tree plantings along the trail that include plant and bird identifying markers for educational purposes are also planned. The walking trails cross two ravines that prevents accessibility for some types of users. To create a continuous loop around the camp utilizing these trails, three walking bridges would be constructed over the ravines so that it would be making the camp property, including the inspiration area, more handicapped-accessible and allow better access for all types of users to the trail.

**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 4-H camp program is developed and implemented by the Center for 4-H Youth Development which is part of the NDSU Extension Service. The 4-H Camp facility is owned by the North Dakota 4-H Foundation. The 4-H Foundation has a permanent standing committee responsible for the oversight of the facility. This committee gathers input from the users, develops an operational plan, manages improvements, and secures funding for the camp's improvements. For the Outdoor Heritage Grant Project, this committee will appoint a manager for each sub-project to monitor and direct their completion. The members of this committee are current NDSU Extension employees and volunteers of the 4-H Foundation. Many committee members live in Bismarck or near Washburn. Supervisors of the project are listed below.

Cheryl Kuhn, Executive Director, North Dakota 4-H Foundation, Inc.

- Grant management
- Non-profit management
- BA degree from Moorhead State University Moorhead

Duane Hauck, Emeritus Director, NDSU Extension Service

- Organization leadership
- Agriculture and Natural Resources leadership and management
- Conservation Stewardship and Management
- NDSU Extension Service retiree, several positions including Ag and Natural Resources Assistant Director and Extension Service Director
- BS and MS degrees from NDSU

Brad Cogdill, Chair, Center for 4-H Youth Development

- Youth Development
- NDSU Extension Service 34 years, held various positions as county extension agriculture agent, office chairman and District Director. Held current position for seven years.
- BS and MS degrees from NDSU

Adrian Biewer, 4-H Youth Specialist, with emphasis in Agricultural and Environmental Science, Center for 4-H Youth Development

- NDSU Extension Service 12 years
- School Administrator five years
- Science and Physical Education Instructor eight years
- BS Degree 1981, MS Degree 2000

### **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.

The state camping specialist provides the statewide camping committee with a comprehensive report including attendance, program and facility improvements, and budget information each year. The state specialist who works with camping oversees the budget along with the Center for 4-H Youth Development director and administrative secretary. The 4-H Foundation provides monthly financial reports to the Center for 4-H Youth Development state specialist who works with camping.

4-H campers and parents report a high level of satisfaction (97.5% rate Good to Excellent) with the current program and we expect to maintain this level of satisfaction over time. The surveys will include specific questions about the program experience that campers and the public have due to the expanded offering of amenities. The youth receive a paper survey and the parents complete an online version. We will make any needed adjustments according to the survey information and staff recommendations.

### **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. 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 – 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.

Revenue for the North Dakota 4-H Camp is generated primarily by camping and rental fees. Our camping fees are \$200 per youth with a discount for military youth and scholarships for those who request financial assistance. Our rental fees for camp use vary and are affordable to allow use of a camp building or the 80 acre camp facility. Our long range sustainability plan includes additional public opportunities because our building renovation and expansion are designed to increase camp capacity for additional camping and public use. The multi-season renovation of buildings and new construction will expand our camping and public use season opportunities.

With additional program sites and camp amenities, our camp facility will be more flexible, provide more educational opportunities, and appeal to more rental groups. Campers will benefit because additional rental fees will help offset a greater portion of the cost to maintain the camp.

Our camp attendance and public use are continuing to grow. We expect the additions to the camp to support increased camp attendance and public use so our camp will be viable for many future yea

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

Our camp generates revenue to sustain itself with normal maintenance and modest improvements. However, the general fund will never be large enough to make substantial improvements such as those proposed in the grant. We hope to keep campers fees low so it is affordable to most families. It is unlikely that we would be able to complete any projects beyond our capabilities as indicated by our contribution to the match in our budget.

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. \*

Revised January 29, 2014

## 2014 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 the 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 a minimum of 25% match funding is strongly encouraged. An application will be scored higher the greater the amount of match funding provided. (See Scoring Form.)

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
Gardens	\$2349		\$ 825	\$	\$
Inspiration Area	\$1419	\$550	\$ 930	\$	\$
Walking trails	\$15,000	\$	\$1440	\$	\$
Tree Planting	\$	\$500	\$ 660	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
<b>Total Project Costs</b>	<b>\$18,768</b>	<b>\$1050</b>	<b>\$3855</b>	<b>\$</b>	<b>\$</b>

### DRAW TEXT BOX FOR DETAILS HERE

3 Native plant and butterfly gardens need 30 each of 6"x6"x10 foot landscape logs at \$1439 at Menards. The nails to secure them are approximately \$55. Soil for the garden at \$10/ yard for 44 yards @ \$440 plus \$200 for delivery. Plant purchase seed up to \$21.50 per pound. 10 pounds of seed per plot @ \$21.50 for \$215.00 Total material cost for the plant gardens is \$1953. In-kind contribution in labor will be 55 hours @\$15/hr. for \$825.

Inspiration area pavers circle for the campfire ring @.78 each with the campfire ring cost of \$69.00 for a total cost of the fire pit of \$250 at Menards. Cedar shingles for the chapel @ \$60/20 sq. ft. for \$800 from Menards. The benches constructed of treated 2'x6'x12' 16 benches @ 12' long and 28 inches wide. 102 10' boards @ \$8.23 at Menards for a total \$839.00. \$80 for supplies. Total material cost of \$1969.46. In-kind contribution of labor of 62 hours @\$15/hr. for \$930 and cash of \$550.

The walking trails with grass mulch average costs is \$2.00/ sq. foot. To apply to 1.5 miles would be \$15,000 in mulch materials. In-kind labor contribution to apply wood mulch would be estimated at 96 hours @\$15 for \$1440. We plan \$500 in cash match for tree planting and rock garden for two outdoor learning sites on the trail. Inkind labor costs will be 44 hours @ \$15/hr. for \$660.

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
- Permanent Equipment Any equipment purchased must be listed separately with documentation showing actual cost. (For example: playground equipment)
- 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  
 Revised by OHF Advisory Board: January 22, 2014  
 Approved by Industrial Commission: January 29, 2014