

# 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 **November 3, 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](mailto: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](mailto: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. 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 \* Green Acres Property Owners' Association

Federal Tax ID# \* 450348456

Contact Person/Title \* Joni Moen/President  
Dusty Wald/ Vice President  
Leah Faul/Park Committee Member

Address \* 2220 21<sup>st</sup> Ave. SW

City \* Minot

State \* ND

Zip Code \* 58701

E-mail Address \* Lshfaul@hotmail.com

Web Site Address (Optional)

Phone \* 701-228-6072

Fax # (if available)

List names of co-applicants if this is a joint proposal: None

**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;

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**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.

**Project Name\*** Green Acres Property Owners' Association Neighborhood Play Area Project

**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 Puppy Dog Coulee weaves throughout 120 single family dwellings, within the Green Acres Neighborhood, and provides the residents with some beautiful, open green space. In the early years of the association, two parks areas were established in designated locations. Those two park areas consist of a metal slide, swings, various climbing bars, tractor tire tunnels, concrete tunnels and an uneven, now crack induced basketball court and tennis court. Those play areas are outdated and hazardous to its users.



The 2013-2017 North Dakota State Comprehensive Outdoor Recreation Plan (SCORP) indicated that Region 2 has a primary need for playgrounds/picnic areas/ open space park. Our park committee within the Green Acres Association conducted their own needs survey of its residents, and found that playground equipment and a sports playing area were of highest concern. The goal of this specific project is to add a playground system for younger and older children, a swing set, and other small play structures. In the future we would like to add a modular multi-sports playing surface and a picnic/shaded area, to meet the second concern of our neighborhood residents.

The expected results and goal of updating our park would be to provide our neighborhood with a modern and safe play space that provides children the opportunity to enhance physical, mental and emotional growth by creating a play environment inclusive to all children and all ages.

Additional objectives:

- Provide a safe place for neighborhood children to meet and play
- Inspire our children to make physical activity a part of their daily life
- Encourage cognitive development and imagination
- Promote moderate and rigorous levels of physical activity that leads to strength, endurance, flexibility, balance and cardiovascular fitness
- Conserve and enhance the natural outdoor landscape of the Green Acres open green space

Approximately 120 single-family dwellings would be affected by this proposal. Green Acres Property Owners' Association is in the process of enhancing the quality of life of its resident, and through this project we can get that process started. Not only will the children of this neighborhood be affected by this neighborhood play area, but so will the parents, grandparents, and other residents of Green Acres. The neighborhood play area project could make a huge impact on bringing this community together.

**Project Duration:**\* It all depends on our ongoing grant writing campaign, but the plan is on this project completion be during the summer of 2015.

**Amount of Grant request \$ \* 37,786.00**

**Total Project Costs \$\* 75,000**

(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 \$\* 37, 214.00**

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.

Funds will come from the Green Acres Property Owners' Association budget.

### **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)

Green Acres Property Owners' Association is a North Dakota Non-Profit Corporation that was filed on May 22, 1974, to represent Green Acres neighborhood which is located in southwest Minot and consists of approximately 120 single-family dwellings. Green Acres Property Owners are organized under Chapter 10-24, North Dakota Century Code, to follow Articles of Incorporation and by-laws. "This association is not organized for profit and no part of earnings will inure to the benefit of any individual member," according to the stated article 5 (1974). The Puppy Dog Coulee weaves throughout these single family dwellings and provides the residents with some open green space. Green Acres is divided up into three additions with two residents from each addition on the Green Acres board. There is a President, Vice President, and Secretary/Treasurer, and all of these members' time is voluntary. Within the association we have committees, which include the park committee, and in the process of forming a security committee and a financial committee, which again is on a voluntary basis. There are annual meetings, and periodic board and committee meetings.

#### **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.

The Green Acres Property Owner's Association will meet Directive D of the Outdoor Heritage Fund in that we are conserving natural areas for recreation through the establishment and development of parks and other recreation areas. If renovation does not occur, the park will continue to exist in a deteriorated condition that doesn't get used and is an eye sore for the neighborhood. The main goal of updating our park would be to provide our neighborhood with a modern and safe play space that provides children the opportunity to enhance physical, mental and emotional growth by creating a play environment inclusive to all children and all ages. Our park is very outdated and hazardous to its users and thus a

to all children and all ages. Our park is very outdated and hazardous to its users and thus a lot of families do not use our park. Minot is growing very rapidly and our specific neighborhood has turned over as well, resulting in more and more young families in the neighborhood. The park committee within the Green Acres Property Owners Association was developed about six years ago, with a vision to update the existing structures/area. It has taken this long to accumulate the funds that are available and this grant would give us the needed boost to get this project rolling correctly.

**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.\***

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

The project will be overseen and managed by the Green Acres Park Committee board members. Board members will work with contractors and provide in-kind labor as needed to meet the proposed deadlines and budgets. One of our park committee board members is the maintenance superintendent for the Minot Park District, and his knowledge is a great asset. All expenditures will run through the Green Acres Property Owners' Association Board.

**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.

Success will be measured with an increase of residents' use of the updated park area, as well as resident satisfaction in the park committee board members as they continue to try to provide quality recreational avenues for the residents of Green Acres. This project will also be considered a success when children and adults are able to enjoy and use the park area safely.

All documentation needed for a grant award will happily be completed!

**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.**

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 Green Acres Property Owners' Association board contracts services for mowing and any contracted work beyond what volunteers are able to do. The Green Acres Property Owners' Association has funds available to manage the updated playground area described in the project, ensuring that the park will be enjoyed for many years to come. One main upkeep will be the renewal of the fiber flex yearly and there has already been a connection established with another entity in the community to piggyback on delivery of this product.

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

If less funding is available this project will continue on a much longer time-table due to limited funds available each year through the Green Acres Property Owners' Association budget and/or until grant writing and/or fundraising has secured the necessary funds to purchase the playground area.

**Partnership Recognition - If you are a successful recipient of Outdoor Heritage Fund dollars, how would you recognize the Outdoor Heritage Fund partnership? \***

A sign at the entrance of the neighborhood play area of those that participated in making the project a success, would be installed. There is also a social media page established for the Green Acres Property Owners' Association that recognition will be uploaded to.

## **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. \*

## 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.)

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. Also by law several items are ineligible for funding -- see Exemptions in the Application Form. Effective January 29, 2014 the following guidelines were approved by the Industrial Commission:

### 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 snowmobiles, tractors);
- Research;
- Projects where the applicant is not directly involved in the project.

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	Total Each Project Expense
3.5 Playsystem	\$30,060.00	\$	\$	\$	\$	\$30,060.00
2 swings/misc. equipment	\$7,726.00	\$	\$	\$	\$	\$7,726.00
Playground Freight	\$	\$2,500.00	\$	\$	\$	\$2,500.00
Border Timbers / Fiber Flex	\$	\$8,624.00	\$	\$	\$	\$8,624.00
Asphalt Removal/ Craft Builders	\$	\$6,500.00	\$	\$	\$	\$6,500.00
Installation of playground	\$	\$19,590.00	\$	\$	\$	\$19,590.00
<b>Total Costs</b>	<b>\$37,786.00</b>	<b>\$37,214.00</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$75,000.00</b>

The playground area has a history of being flooded in the spring, as a result, it was decided to move the playground up into the existing asphalt basketball court area. This area does not get flooded. However the asphalt has to be removed in order for proper installation of the playground equipment, hence the expense for asphalt removal.

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  
Revised by OHF Advisory Board: May 13, 2014  
Approved by Industrial Commission: May 27, 2014

# GREEN ACRES PLAYGROUND SITE PLAN

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
10	10/5	0	14/3	6/3



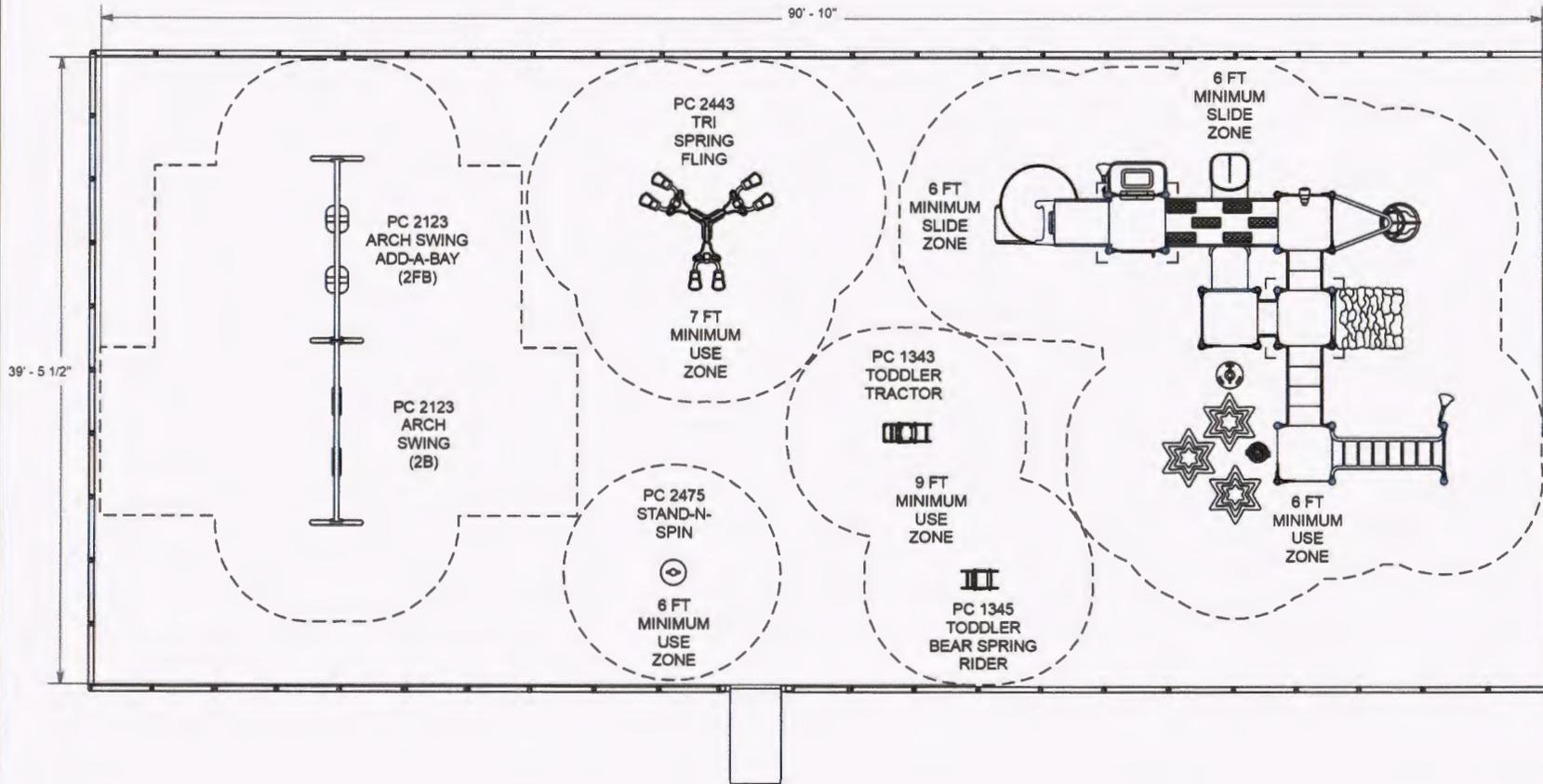
FOR KIDS  
AGES 2-5  
& 5-12

## 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#: 7671FA

DATE: 7/24/2014 | DRAWN BY: KJK

MIN. USE ZONE: 91' x 40'

PLAYCRAFT REP:

**My Turn Playsystems**





# MY TURN PLAYSYSTEMS



1000 4th Ave NW Suite B  
West Fargo, ND 58078

Toll Free: 855-268-PLAY

Fax: 855-268-7529

info@myturnplaysystems.com

www.myturnplaysystems.com

## PROPOSAL

OCTOBER 27, 2014

To: Green Acres Property Owners' Association

Contact: Leah Faul / Marie Cutalar

Phone: 701- 228-6071 / 701-720-9600

E-mail: lshfaul@hotmail.com / mariec@srt.com

Estimated By: Nicole Wogsland, CPSI

Delivery Date: SUMMER 2015

### OPTION C

QTY	ITEM #	ITEM DESCRIPTION	UNIT PRICE	DISCOUNT	EXTENSION
1	PC-R35	CUSTOM ROUND 3.5 PLAYSYSTEM SN#18E1EB Designed for ages 5-12	\$33,066	\$3,006	\$30,060
1	PC-2123	2-BAY ARCH SWING R3.5 (2 belt seats / 2 full bucket seats)	\$2,666	\$134	\$2,532
1	PC-2443	TRI-SPRING FLING	\$2,839	\$142	\$2,697
1	PC-2475	STAND-N-SPIN	\$957	\$48	\$909
1	PC-1343	TODDLER TRACTOR SPRING RIDER (with in-ground mount)	\$836	\$42	\$794
1	PC-1345	TODDLER BEAR SPRING RIDER (with in-ground mount)	\$836	\$42	\$794
		PLAYGROUND FREIGHT	\$2,500	-	\$2,500
65	APS-BT	RECYCLED PLASTIC BORDER TIMBERS	\$38	\$390	\$2,080
1	APS-HR	ADA ACCESSIBLE HALF-RAMP *FRIGHT INCLUDED*	\$360	-	\$360
182 cu.yds	FF	FLEX FIBER: IPEMA CERTIFIED ENGINEERED WOOD FIBER *INSTALLED AT A DEPTH OF 12" COMPACTED	\$6,184	-	\$6,184
<b>INSTALLATION</b> Includes: Installation of playground equipment by a Certified Playground Safety Inspector Installation of Border Timbers, Geo-textile fabric and ADA Ramp *INCLUDES: All concrete for footings, Geo-Textile Fabric Base Layer, and any applicable use tax					\$19,590
<b>TOTAL ESTIMATED JOB COST</b>					<b>\$68,500</b>

\*\* Please enter TAX EXEMPTION number:

**PRICES INCLUDES ALL APPLICABLE TAXES**

\*\* Proposal good through December 31,2014

\*\*Site must be level and ready prior to installation unless otherwise specified

\*\* Owner may be required to unload equipment

If you agree to the terms and conditions above,

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

# Proposal



PO Box 2186  
 Minot, North Dakota 58701  
 (701) 852-5555  
 Fax (701) 839-5128  
 email cbigc@ndak.net

PROPOSAL SUBMITTED TO <b>Green Acres Park Association</b>		PHONE	DATE <b>August 12, 2014</b>
STREET		JOB NAME <b>Asphalt Removal from Basketball Court</b>	
CITY, STATE and ZIP CODE		JOB LOCATION	
ARCHITECT	DATE OF PLANS		JOB PHONE

We hereby submit specifications and estimates for:

**Reference: Remove asphalt from Basketball court 100x118**

Remove existing asphalt and stack inside of fence area until winter months so it can be dispersed.

Note: There may be minor damage to the grass area by others.

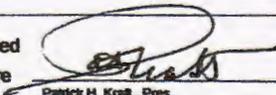
**Labor and Equipment..... \$6,500.00**

**We Propose** hereby to furnish material and labor – complete in accordance with above specifications, for the sum of:  
**Six Thousand Five Hundred dollars** \_\_\_\_\_ dollars (**\$6500.00** ).

Payment to be made as follows:

**In full upon completion of work as per Statement.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature   
 Patrick H. Kraft, Pres.

Note: This proposal may be Withdrawn by us if not accepted within 10 days.

**Acceptance of Proposal** – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_ Signature \_\_\_\_\_