

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, with higher priority given to projects that enhance conservation practices in this state by:

Directive A. Providing access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;

Directive B. Improving, maintaining and restoring water quality, soil conditions, plant diversity, animal systems and by supporting other practices of stewardship to enhance farming and ranching;

Directive C. Developing, enhancing, conserving and restoring wildlife and fish habitat on private and public lands; and

Directive D. Conserving natural areas and creating other 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 a finding of exceptional circumstances by the Industrial Commission, the following projects will NOT receive consideration for funding:

- A completed project or project commenced before the grant application is submitted;
- A feasibility or research study;
- Maintenance costs;
- A paving project for a road or parking lot;
- A swimming pool or aquatic park;
- Personal property that is not affixed to the land;
- Playground equipment, except that grant funds may be provided for up to 25% of the cost of the equipment not exceeding \$10,000 per project and all playground equipment grants may not exceed 5% of the total grants per year (see Budget Form for how this will be calculated);
- Staffing or outside consultants except for costs for staffing or an outside consultant to design and implement an approved project based on the documented need of the applicant and the expenditures may not exceed 5% of the grant to a grantee if the grant exceeds \$250,000 and expenditures may not exceed 10% of the grant to a grantee if the grant is \$250,000 or less (see Budget Form for how this will be calculated);

- A building except for a building that is included as part of a comprehensive conservation plan for a new or expanded recreational project (see Budget Form for definition of comprehensive conservation plan and new or expanded recreational project); or
- A project in which the applicant is not directly involved in the execution and completion of the project.

Application Deadline

Applications for this grant round cycle are due on **March 1, 2016 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. **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 * Greater Grand Forks Softball and Amateur Sports Inc.

Federal Tax ID# * 36-3595820

Contact Person/Title * Mr. Casey Noreen

Address *402 N. 4th Street

City * Grand Forks

State * North Dakota

Zip Code * 58203

E-mail Address * ksbar@midconetwork.com

Web Site Address (Optional)

Phone * 701-740-2493

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. Providing access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;

Directive B. Improving, maintaining and restoring water quality, soil conditions, plant diversity, animal systems and by supporting other practices of stewardship to enhance farming and ranching;

Directive C. Developing, enhancing, conserving and restoring wildlife and fish habitat on private and public lands; and

Directive D. Conserving natural areas and creating other 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. Providing access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;

Directive B. Improving, maintaining and restoring water quality, soil conditions, plant diversity, animal systems and by supporting other practices of stewardship to enhance farming and ranching;

Directive C. Developing, enhancing, conserving and restoring wildlife and fish habitat on private and public lands; and

Directive D. Conserving natural areas and creating other 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* Lighting project for adult and youth sports

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)

Our project is to provide lighting for two playing fields at the Ulland softball complex, to be used for adult slow-pitch softball, youth fast-pitch softball, youth baseball and football. With the addition of the lights and the electronic scoreboards that were added last year, we hope to be able to increase the number of teams that can use the facilities.

We will be working with Musco Sports Lighting, and the Grand Forks Park District.

Project Duration:*

Project duration is dependent on our contractor's schedule. Craig Gallup from Musco Sports Lighting, based out of Iowa is our main contact person

Amount of Grant request \$ * 186,000.00

Total Project Costs \$* 248,000.00

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

A minimum of 25% Match Funding is required. Amount of Matching Funds \$*62,000.00

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

Our matching funds are in the form of cash.

Source(s) of Matching Funds*

Please provide verification that these matching funds are available for your project. Note that effective as of July 1, 2015 no State General Fund dollars can be used for a match unless funding was legislatively appropriated for that purpose.

We currently have our matching funds in our bank account at Area Community Credit Union, and we can produce any documentation necessary upon request.

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 Greater Grand Forks Softball Association is a non-profit that has been in existence since the late 1980's. We run all of the slow-pitch leagues in town, consisting of men's, women's and co-ed, and average 150 teams a year. We also run any State tournaments that are awarded to us, which has, in the past and again this upcoming year, the girls J. O. fast-pitch tournament.

Our board of directors consists of:

- Casey Noreen – President
- Henry Weirwille – Vice president
- Sarah Boese – Secretary
- Michelle Hajicek – Treasurer
- Mark Heitkotter
- Bobby Lukason
- Kelly Brey
- Twyla Tunseth
- Darin Reynolds

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. If your project includes tree/shrub/grass planting, please provide a planting plan describing the site design, planting methods, number of trees/shrubs by species and stock size, grass species and future maintenance. A statement certifying that the applicant will adhere to USDA-NRCS tree/shrub/grass planting specifications along with the name of the governmental entity designing the planting may be substituted for a planting plan. If your project includes Section 319 program funding, please provide, in detail, the specific best management practices that will be implemented and the specific projects for which you are seeking funding. Please note that if your proposal provides funding to an individual, the names of the recipients must be reported to the Industrial Commission/Outdoor Heritage Fund. These names will be disclosed upon request.

I feel that our goal is fairly straightforward. We hope to continue, and expand upon, youth and adult softball and baseball. The benefits of improving the ball diamonds ensure that the participants have quality fields on which to play their games.

We would like to complete our improvements by the end of the summer before our co-ed leagues begin.

This is a new project for us, and we have not made any attempt at lighting these fields previously because the cost was prohibitive.

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 Grand Forks Softball association will turn over management of the project to the Grand Forks Park District and Musco Sports Lighting.

Musco is an Iowa based company that has been in business since 1976 and has an excellent reputation.

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.

Our project will be deemed successful if we can get more kids and adults to participate in outdoor activities. We will be able to see results simply by keeping track of any increase in teams, tournaments scheduled, or any other usage of the diamonds that we previously did not have. By lighting the diamonds, we hope to provide more opportunities for teams in all sports that the Softball Association and the Park District support.

Financial Information

ATTACHMENT: Project Budget – Using the standard project budget format that is available on the website at <http://www.nd.gov/ndic/outdoor-info/page.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 required.*

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. Effective July 1, 2015 no State General Fund dollars can be used for a match unless funding was legislatively appropriated for that purpose. 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.

There is very little need for future funding, other than league fees that are used for maintenance, as between the Softball Association and the Park District our diamonds are self sufficient.

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

If less funding was available but we were still able to secure a grant, we would eliminate the lighting from one of the two diamonds in our plans. Lighting only one diamond would cost \$130,000, of which we would be responsible for \$32,500, bringing our request to \$97,500.00

Partnership Recognition - If you are a successful recipient of Outdoor Heritage Fund dollars, how would you recognize the Outdoor Heritage Fund partnership? * Please note it is a requirement that there be signage at the location of the project acknowledging the funding from the Outdoor Heritage Fund if appropriate for your project.

We would recognize the Outdoor Heritage Fund by signage on both the fields that receive lights, plus at our concession stands, and also on our website and Facebook page.

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. The Commission can set a limit on duration of an offer on each application or if there isn't a specific date indicated in the application for implementation of the project, then the applicant has until the next Outdoor Heritage Fund Advisory Board regular meeting to sign the contract and get the project underway or the commitment for funding will be terminated and the applicant may resubmit for funding. 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: December 16, 2015

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.) Effective as of July 1, 2015 no State General Fund dollars can be used for a match unless funding was legislatively appropriated for that purpose. Note a minimum of 25% match funding is required. An application will be scored higher the greater the amount of match funding provided. (See Scoring Form.)

Please feel free to insert 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 June 10, 2015 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 a finding of exceptional circumstances by the Industrial Commission, the following projects will NOT receive consideration for funding:

- A completed project or project commenced before the grant application is submitted;
- A feasibility or research study;
- Maintenance costs;
- A paving project for a road or parking lot;
- A swimming pool or aquatic park;
- Personal property that is not affixed to the land;
- Playground equipment, except that grant funds may be provided for up to 25% of the cost of the equipment not exceeding \$10,000 per project and all playground equipment grants may not exceed 5% of the total grants per year; (See Definitions/Clarifications below)
- Staffing or outside consultants except for costs for staffing or an outside consultant to design and implement an approved project based on the documented need of the applicant and the expenditures may not exceed 5% of the grant to a grantee if the grant exceeds \$250,000 and expenditures may not exceed 10% of the grant to a grantee if the grant is \$250,000 or less; (See Definitions/Clarifications below)
- A building except for a building that is included as part of a comprehensive conservation plan for a new or expanded recreational project; (See Definitions/Clarifications below)
- A project in which the applicant is not directly involved in the execution and completion of 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
\$248,000.00	\$186,000.00	\$62,000.00	\$	\$	\$	\$248,000.
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
Total Costs	\$186,000.00	\$62,000.00	\$	\$	\$	\$248,000.00

DRAW TEXT BOX FOR DETAILS HERE

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.

Definitions/Clarifications:

Building - Defined as "A structure with a roof either with walls or without walls and is attached to the ground in a permanent nature."

Comprehensive Conservation Plan - Defined as "A detailed plan that has been formally adopted by the governing board which includes goals and objectives--both short and long term, must show how this building will enhance the overall conservation goals of the project and the protection or preservation of wildlife and fish habitat or natural areas." This does not need to be a complex multi-page document. It could be included as a part of the application or be an attachment.

New and Expanded Recreational Project means that the proposed building cannot be a replacement of a current building. The proposed building must also be related to either a new or expanded recreational project--either an expansion in land or an expansion of an existing building or in the opportunities for recreation at the project site.

Playground equipment calculation - Only the actual costs of the playground equipment (a bid or invoice showing the amount of the equipment costs must be provided) - cannot include freight or installation or surface materials or removal of old equipment, etc.

Staffing/Outside Consultants Costs - If you are requesting OHF funding for staffing or for an outside consultant, you must provide information in your application on the need for OHF funding to cover these costs. For example, if you are an entity that has engineering staff you must explain why you don't have sufficient staff to do the work or if specific expertise is needed or whatever the reason is for your entity to retain an outside consultant. If it is a request for reimbursement for staff time then a written explanation is required in the application of why OHF funding is needed to pay for the costs of that staff member(s)' time. **The budget form must reflect on a separate line item the specific amount that is being requested for staffing and/or the hiring of an outside consultant.** This separate line item will then be used to make the calculation of 5% or 10% as outlined in the law. Note that the calculation will be made on the grant less the costs for the consultant or staff.

Recommended by OHF Advisory Board: October 17, 2013
Approved by Industrial Commission: October 22, 2013
Revisions recommended by OHF Advisory Board: January 22, 2014
Approved by Industrial Commission: January 29, 2014
Revisions recommended by OHF Advisory Board: May 13, 2014
Approved by Industrial Commission: May 27, 2014
Revisions recommended by OHF Advisory Board: June 3, 2015
Approved by Industrial Commission: June 10, 2015

February 22, 2016

North Dakota Outdoor Heritage Fund Advisory Board
1000 East Calgary
Bismarck, ND 58501

As Director of the Grand Forks Park District I would like to express our support for the Grand Forks Softball Associations efforts to improve the facilities at Ulland Softball Complex.

The Grand Forks Softball Association has a long history of sponsoring adult softball in Grand Forks. The facilities are also used by many youth sports associations, which include baseball, softball, and youth football.

With the addition of lights they will be able to expand their schedule to include more teams, both men and woman softball. This addition will enhance the recreation activities offered during our short summers and falls.

The Grand Forks Park District and Grand Forks Softball Association have a great partnership, with the Park District providing general maintenance to the complex and the Softball Association doing all the scheduling for activities.

We are excited to endorse the efforts of the Grand Forks Softball Association.

Sincerely,



Bill Palmiscno, Director



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commissioners
Jay Panzer, Pres.
Greg LaDouceur, V.P.
Paul Barta
Tim Skarperud
Molly Soeby

Fine, Karlene K.

From: ksbar@midconetwork.com
Sent: Monday, February 29, 2016 1:55 PM
To: -Info-IC Outdoor Heritage
Subject: Fwd: Ulland Park Softball Field - Lighting
Attachments: 7 Common Ques E-100-12.pdf; AngledView BP-5-1.pdf; LSG Foldout - Colored Drawing.pdf; Picture of LSG.pdf

----- Original Message -----

From: Craig Gallop <craig.gallop@musco.com>
To: ksbar@midconetwork.com
Sent: Thu, Feb 18, 2016, 11:18 AM
Subject: Ulland Park Softball Field - Lighting

Casey,

It was nice talking with you yesterday regarding the lighting on the softball fields. I recommend lighting the fields to 50 footcandles infield and 30 footcandles outfield using the Musco Light-Structure Green system. This will provide a "first-class" lighting on the softball fields that is designed for tournament play. The Light-Structure consists of a pre-stressed concrete base, galvanized steel pole, remote electrical component enclosure located at a 10' height on the pole, pole wire harness, and pole top luminaire assembly with 1500 watt metal halide lighting. The lighting also includes Control-Link wireless control system, 25 year warranty (parts, labor, and lamps), and one group re-lamp at the 5,000 hour rated lamp life.

The cost of lighting one 300' softball field to 50 footcandles infield and 30 footcandles outfield is estimated at \$130,000 for the lighting system and structural installation of the lighting, poles, and bases (poles in air cost). We would work with your local electrician on the underground electrical system which is estimated at approximately at \$30,000. The total turnkey estimated cost for lighting one field is \$153,000 - \$163,000.

The cost of lighting (2) 300' softball fields to 50 fc. infield and 30 fc. outfield is estimated at \$248,000 for the lighting system and structural installation (poles in air cost). The estimate for the electrical system (by others) is approximately \$52,000. The total turnkey estimate for lighting two fields is \$295,000 - \$305,000.

There are additional options available depending on the light levels for the fields. However, I recommend the tournament play light level as stated above. This would be similar to the lighting system Musco recently provided on (13) softball fields at North Park for the Fargo Park District. Attached is additional information. Please let me know if there are any questions. It would be a good idea to set a meeting to go over the lighting information in more detail. I am available anytime after March 1st.

Thanks,
Craig Gallop
Musco Sports-Lighting
(763)533-2030