

**GARRISON DIVERSION CONSERVANCY DISTRICT  
RECREATION GRANT PROGRAM  
POLICY STATEMENT**

**The Matching Recreation Grant Program**

The Garrison Diversion Conservancy District Board of Directors instituted a matching recreation grant program and established that funds for the grant program will consist of two tenths of the mill levy Garrison Diversion receives.

Grants may be requested for new recreation facilities, enhancement, expansion or market planning of existing facilities.

**Eligibility**

Political subdivisions located within the Garrison Diversion Conservancy District may apply for a matching grant, including park boards, water resource districts and county or city commissioners. Community groups, service clubs and non-profit organizations are not eligible to apply for funding.

**Multiple-county sponsored projects** located within Garrison Diversion boundaries may be eligible for up to 50% of the non-federal share, and **single-county sponsored** projects may be eligible to receive up to 25% of the non-federal share. To be considered for a 50% non-federal cost share, more than one county must contribute funds to the project.

**Scope of Projects**

Eligible projects may encompass a variety of components which provide actual, or are a complement to, natural resource outdoor recreational opportunities. Projects may include, but are not limited to boat ramps and docks; picnic facilities; sanitary facilities; campgrounds; beach and bathhouses; playground areas; and bicycle, pedestrian, cross-country ski or horse trails.

**Application Procedure**

The Recreation Committee meets biannually to consider grant applications. A completed application form and required documentation must be postmarked by April 1 or September 1 to be considered at the next meeting.

The application must include, but not be limited to 1) audience intended to be served, 2) estimated project costs, including future operations and maintenance, 3) predicted source of all funding, 4) plans for new construction, and 5) documentation of support for, or objections to, the proposal.

**Guidelines for All Applicants**

Applications need to include a list of all funding sources applied for and amounts received.

All projects must have long-term managing partners with operation and maintenance funds available for the life of the project.

Applicants requesting \$5,000 or more are encouraged to attend the Recreation Committee meeting to present the project and answer questions from the committee.

**Eligible Project Costs**

Site planning costs, including engineering costs, may be included as eligible project costs.

Only construction costs incurred after the date of grant approval by Garrison Diversion will be eligible for reimbursement.

Money to be credited as the local sponsor’s share of the project may be raised in a number of ways and may consist of actual dollars or in-kind donations of labor, materials and equipment costs.

**Non-Eligible Projects**

The following are types of projects or elements of projects that are **not qualified to receive recreation funding**.

- 1) Any type of maintenance for a facility or structure or equipment used for maintenance.
- 2) Development, enhancement or maintenance of roads to or within facilities.
- 3) Water lines, sewer lines and electrical services to facilities other than immediate hookups.
- 4) Projects on private property without a public interest to the land.
- 5) Projects on school property.
- 6) Shore stabilization including riprap.
- 7) Any project that does not meet current ADA standards.
- 8) Land acquisition costs will not be considered eligible for reimbursement, and the valuation of the land may not be credited toward the local sponsor’s match.
- 9) Projects that do not allow for reasonable access by the public.
- 10) Swimming pools and any type of ball-field projects.

**Requirements for All Approved Grants**

Projects which receive approval must submit appropriate engineering data and/or a site plan for approval before construction begins, along with a legal description of the facility and its location.

Following completion of the project and verification of expenditures on the local sponsor’s part, reimbursement will be made by Garrison Diversion. Partial payments may be made at the discretion of Garrison Diversion. Projects receiving grants over \$5,000 may receive a sign paid for by the Garrison Diversion Conservancy District thanking major sponsors of the project.

Recreation projects that receive a grant need to report to the Recreation Committee within three years in order to retain any unused funds, or the funds will be returned to Garrison Diversion’s recreation grant pool.

**APPLICATION  
MATCHING RECREATION GRANT PROGRAM  
GARRISON DIVERSION CONSERVANCY DISTRICT**

Date of Application \_\_\_\_\_

Agency Name \_\_\_\_\_

Point of Contact \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Name of Project \_\_\_\_\_

Project Location \_\_\_\_\_

\_\_\_\_\_

Description of Project Features

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Justification for Project (may include estimated number of people served, age categories which may benefit, description of integration into a comprehensive recreation plan, etc.)

Estimated number of people served \_\_\_\_\_

Total Estimated Project Cost \$ \_\_\_\_\_ Assistance Requested \$ \_\_\_\_\_

Applicant's Contribution, including source \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Additional local sources of assistance (may list in-kind donations) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please list federal funds utilized in this project \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Describe the project site as is, and describe proposed changes (tree removal, drainage area filled, etc) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Include with your application a budget for the project's annual maintenance requirements and what organization will be responsible for providing the funding.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby certify that funds in the amount of \$\_\_\_\_\_ are available for this project.

Signature \_\_\_\_\_  
Title \_\_\_\_\_  
Date \_\_\_\_\_

**PROJECT COST ESTIMATES**

<u>Item</u>	<u>Units</u>	<u>Estimated Cost</u>
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**Attach a copy of a resolution whereby the applicant agency authorized this project, a city or county plat map showing the location of the proposed development, and documentation of support for the project.**

Questions may be directed to the General Manager of the Garrison Diversion Conservancy District, PO Box 140, Carrington, ND 58421 (Phone 701-652-3194); or to the director of the District from the applicant's county.

**Please mail completed application to Garrison Diversion Conservancy District, PO Box 140, Carrington, ND 58421**

*Revised April 2010*