

**PARK and TRAIL GRANT PROGRAM
PICKAWAY COUNTY PARK DISTRICT
MARCH 2018**



Park and Trail Grant Program Summary;

Since 2015, the Pickaway County Park District has awarded almost \$16,000 to support 17 local park and trail projects herein Pickaway County.

In November of 2017, the citizens of Pickaway County approved a 10 year, .5 mil levy, to support Park District operations and to increase and improve parks and trails throughout the county. To follow through with promises made during the levy campaign, the Park District has set aside \$25,000, five times the 2017 level, for its 4th round of park and trail grants. The Park District plans on significantly increasing that amount for 2019, with those applications being due sometime in late December 2018.

Who is Eligible to apply: Cities, villages, townships and not for profit corporations within Pickaway County. *Schools are currently not eligible applicants.*

What are the Eligible uses of grant monies: Costs associated with the improvement of existing park or trail facilities, or the purchase or development of new park or trail facilities in Pickaway County. The Park or Trail facility must be owned or leased (minimum 15 year lease) by the applicant, and must be open to the general public for use.

Potential projects might include: purchase of benches, waste receptacles or play structures for your park or trail facility; building of picnic shelters, dog or skate parks, and/or assistance with the purchase of property for new trail or park facilities.

How much are we allowed to request: Applicants may request up to \$5,000. Grant awards will generally be capped at \$5,000. However, PCPD reserves the right to make grant awards in excess of this amount should circumstances merit.

Do we have to provide a cash match in order to apply/receive a Grant: No match dollars are required for applications seeking \$5,000 or less. However, applicants requesting more than \$5,000 must spend at least 10% of their own funds on the project. Applicants who provide financial contributions to the project in excess of that required, will receive heightened consideration.

For additional information on the Pickaway County Park District visit our website at www.pickawaycountyparks.org. If you have questions about the Park District or this grant program/application, please contact Tom Davis, at 740-420-5451, or email tdavis@pickaway.org.

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2017

Are there any special requirements should we receive a grant: If you are selected to receive a PCPD Park and Trail grant, we will ask that you post a sign at the park or trail acknowledging PCPD's contribution.

If you received a grant in 2017, and have not completed the project, or have not posted the appropriate acknowledgement signs, or have not provided pictures of your finished project to PCPD, you will be required to do so before your 2018 application will be considered for funding.

How do you make application for the 2018 Park and Trail grant: To make application for a 2018 PCPD Park and Trail Grant, complete Forms 1 thru 4 on the following pages and mail them to the **Pickaway County Park District, 141 W Main St., Suite 400, Circleville, Ohio, 43113.** Or simply drop your completed application off at the Pickaway County Park District office at the above address. **Applications must be received by 4PM Friday April 13, 2018.**

Program timeline/process: Grants will be announced on or before **May 1, 2018.** A grant agreement will be mailed to the grantee shortly thereafter detailing the grant award and the process for receiving payment.

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Form # 1 – General Project Information

| | |
|-----------------------------------------------------------------------------|----------------------------------------------------------|
| Applicant Agency: | Applicant Phone: |
| | |
| Applicant Address: | Applicant Project Coordinator: |
| | |
| Email Address of Project Coordinator: | Phone # of Project Coordinator: |
| | |
| Project Title: | Brief Description of Project and Its Location: |
| | |
| Total Project Costs: | Amount Requested from the Pickaway County Park District: |
| | |
| Source(s) of additional funds to be utilized on the project, if applicable: | Projected Project Completion date: |
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Form # 2 – Detailed Project Description

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|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Project Title: |
| Location(s) of proposed project: |
| Describe in detail the proposed project, including the reason said project is needed, those responsible for completing the project, the local support for the project (attach any letters of support to end of the application), and the proposed timeline for completing the project. |

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Form # 3 – Detailed Project Budget

| Eligible Cost | | Total Cost | Applicant Share (Minimum 10% required for requests above \$5,000) | Grant Amount |
|--------------------------------------------------------------|--|------------|--------------------------------------------------------------------------------|--------------|
| | | | | |
| Land Acquisition | | | | |
| Design & Engineering | | | | |
| Labor | | | | |
| Special Service Contracts | | | | |
| Purchase of Equipment or Materials (list each separately) | | | | |
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| | | | | |
| | | | | |
| | | | | |
| TOTAL PROJECT COSTS | | | | |

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Form # 4 – Authorizing Resolution

Below is an example of a form that is required to be submitted with each application. This form, or one similar to it, identifies that the officials responsible for the actions of the applicant agency are aware and supportive of the proposed project, and commit the appropriate agency funds to complete the proposed grant project.

RESOLUTION OF AUTHORIZATION

WHEREAS, the Pickaway County Park District administers a financial assistance program for public outdoor recreation purposes, through the 2018 Park and Trail Grant Program, and

WHEREAS, the _____ desires financial assistance under
(Name of applicant)

the Park and Trail Grant Program.

NOW, THEREFORE, be it resolved by the _____
(Name of applicant)

1) That the _____ approves filing an application
(Name of applicant)
for financial assistance.

2) That _____ is hereby authorized and directed
(Name of local coordinator)

to execute and file an application with the Pickaway County Park District and to provide all information and documentation required to become eligible for possible funding assistance.

3) That the _____ agrees to complete
(Name of applicant)

the project as outlined in the grant proposal should the grant request be awarded.

Signed: _____
(Authorized Agency Official)

Title: _____

Date: _____