
Granville County Parks, Greenways, and Recreation Grant 2022-2023

Granville County's Parks, Greenways, and Recreation Programming Funds are used to facilitate the development and support of active and passive recreation and leisure activities for Granville County residents. The objective is to make these activities available to as many residents, and from as broad a spectrum of residents, as possible. Recreation programming should seek to serve all age groups. The Granville County Parks, Greenways, and Recreation Advisory Committee Bylaws prohibit discrimination in the use of funds.

TIMELINE AND CONTACT INFORMATION

The 2022-2023 grant application period runs January 4, 2022-February 7, 2022. All applications must be received by February 7, 2022 at 3 pm. Applications must be submitted by email to justin.jorgensen@granvillecounty.org, or in person/by mail to Granville County Development Services, P.O. Box 877, 122 Williamsboro Street, Oxford, NC 27565. Grant information sessions will be held throughout cycle.

For more information, contact Granville County Development Services at 919-603-1331 or Justin Jorgensen, Senior Transportation Planner at justin.jorgensen@granvillecounty.org.

2022-2023 FUNDING PRIORITIES

The Granville County Parks, Greenways, and Recreation Advisory Committee intends to broaden the geographic and programming scope to make recreation more accessible for more Granville County residents. The FY 2023 funding priorities for the committee are listed below. While the committee intends to prioritize certain locations and recreational amenities in order to achieve strategic goals in the county, all locations and projects that meet grant guidelines will be considered.

Geographic Priorities

Areas outside of large municipal limits

Areas not in close proximity to existing recreational facilities, especially those of like kind

Recreational Priorities

Walking trails

Playgrounds

ADA and inclusive recreation equipment and recreation for youth and adults of varying needs

Outdoor fitness equipment

Dog parks

Basketball

Bicycle trails

Picnic shelters and tables

Pickleball

Parks, facilities, and activities that do not require a membership fee

Open park space for family friendly activities/passive recreation

****The above priorities have been selected for the FY 2022-2023 based on documented demand through recreation surveys and public input at Parks, Greenways, and Recreation Advisory Committee meetings, as well as a survey of current parks and recreation inventory.****

The Granville County Parks, Greenways, and Recreation Advisory Committee recognizes that recreation is not limited to active sports such as baseball, football, tennis, soccer, etc. Recreation also includes passive activities, such as nature observing, hiking, canoeing, frisbee, kite-flying, bird watching, etc. Recreation includes activities that people can do in their free time and can include activities such as photography, dance, theater, pottery, yoga, karate, etc.

The Granville County Parks, Greenways, and Recreation Advisory Committee understands that certain non-recreation support amenities are integral to the success of a recreation facility. While applications asking for the funding of nonrecreational support amenities (like restrooms and parking lots) are not prioritized, they will be considered.

ELIGIBILITY

Public funds must be spent on a public purpose. Applicants must be a government entity or non-profit organization. Applicants do not have to be a registered 501c-3, but it is encouraged. If you do not have a tax identification number, you may be asked for additional verification of your organization's structure, purpose, and history. Applicants that are awarded grant funds must register as a vendor with the Granville County Finance Department. In order to receive awarded funds, new vendors will need to submit an IRS W-9 form (www.irs.gov). For more information on becoming a vendor, please contact Granville County Finance at 919-693-4182.

Municipal governments that receive an allocation based on population from Granville County are allowed to apply for more funds through this grant program.

FUNDING GUIDELINES

Funding may be used for:

- activities and products directly relating to programming (i.e. football helmets; temporary or guest instructors for non-government organizations; art supplies; reusable uniforms; reusable equipment; field maintenance, including chalk; replacement or repair of integral programming equipment; excursions for seniors; etc...)
- non-recreational support amenities will be considered but not prioritized
- documented hardship participation scholarships, but that reimbursement request cannot exceed \$2,500 and may only be made once for each program offered. Hardship standards must be documented and individual scholarship requests must be attached to the funding request with personal information concealed for privacy considerations of requesting family in order to be considered.

ELIGIBLE PROJECT COSTS MUST OCCUR BETWEEN JULY 1, 2022 AND JUNE 30, 2023.

Funding may not be used for:

- staff salaries (municipal, county, and state government)
- concession workers
- referees
- insurance

- other event driven personnel expenses
- structures and equipment not directly related to recreation and/or programming
- awards, trophies, prizes, or any other incentive-driven sundries
- concession items or supplies or the purchase of any other items intended for resale, including but not limited to novelties, t-shirts, and hats purchased with the intent to make a profit
- fuel, utilities, or facility rental space expenses, neither for games or practices
- land acquisition or planning costs
- COVID-19 related protective equipment

Equipment and uniforms purchased with grant funds:

- must become property of the grantee organization. Reusable equipment and uniforms are not to become the property of any one individual unless the request is made in this application and that request is approved by the Parks, Greenways, and Recreation Committee upon award. Consumable equipment, uniforms, and supplies are not typically funded.

Applicants must demonstrate that proposed project will be open and available to all members of the public. Submitted requests may not exceed \$25,000. Applicants must complete the application form. If form is not complete, a request will not be considered. Supplementary material may be submitted that supports an applicant’s request, but it will not stand alone without the application form.

APPLICANTS MUST OBTAIN THREE PRICING QUOTES WHERE APPLICABLE.

Based on available funds, some requests may be partially funded, based on the opinion of the Granville County Parks, Greenways, and Recreation Advisory Committee, in order to equitably distribute the limited county recreation program funding throughout the jurisdiction.

Applicants should include a projected timeline for the proposed project. Award recipients should expect to provide periodic updates (guided by a performance tracking outline) to the Parks, Greenways, and Recreation Advisory Committee based on the submitted timeline. Delays in project completion and requested extensions must provide proper explanation and proof of need.

GRANVILLE COUNTY SCHOOLS-BASED APPLICANTS

All applicants that apply for funding for Granville County Schools property must receive district level permission from the Office of the Superintendent. Applicants must submit a letter of approval along with their application in order to be considered for funding.

UPON AWARD

Awards may not be announced until after the start of FY2023. Prior to receiving funds, all grantees must attend a grant orientation session.

- Applicants that are awarded grant funds must be prepared to
- provide a quarterly update on the project until completion

- understand that the Granville County Parks, Greenways, and Recreation Advisory Committee retains the right to have grantees give project updates in person at a committee meeting.
- submit all receipts, invoices, and contracts related to awarded funds
- keep photo documentation of the project and allow county access and use of these photos.
- understand that they are expected to complete projects in a timely manner (typically within one fiscal year) and in accordance with the timeline submitted on their application.

Applicants are not allowed to make significant changes to the scope of the awarded project without approval from the Parks, Greenways, and Recreation Advisory Committee.

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2022-2023 PARKS, GREENWAYS, AND RECREATION ADVISORY COMMITTEE GRANT APPLICATION

Applicant/Organization Name: _____

Contact Name: _____ **Contact Phone:** _____

Contact Email: _____

Applicant/Organization Contact Address: _____

Tax ID #: _____ Check this box if this organization does not have a tax ID #. *School based applicants that do not have a specific organization tax ID need to put the tax ID # for Granville County Schools.

***Attach extra pages to the application if needed.* PLEASE ANSWER THE ENTIRE QUESTION.**

1. Type of request (check all that apply):

- | | | |
|--|--|--|
| <input type="checkbox"/> Construction/installation | <input type="checkbox"/> Facility renovation | <input type="checkbox"/> Scholarship/documentated hardship |
| <input type="checkbox"/> Programming/field trips | <input type="checkbox"/> Equipment/uniforms | <input type="checkbox"/> Replacement equipment/repairs |
| <input type="checkbox"/> Field maintenance | <input type="checkbox"/> Supplies | <input type="checkbox"/> Other |

2. Address of the proposed park or recreation facility: Check this box if not applicable

3. Is this a new type of recreation program, park, or facility in your area? In other words, does this type of program/park/facility exist already within 10 miles or less of your project location to your knowledge?

4. Who will this project serve and how have you seen a need for this request in your community and/or organization? How will these funds impact your community?

5. How will this request benefit greater Granville County?

6. Will the items covered by this request be open and available to the public? During what hours? Will the proposed facility and/or equipment meet ADA accessibility guidelines?

7. Will membership rates be charged? If so, what's the rate structure and are there any scholarships available for documented hardship? What does this money pay for in the organization? Check this box if not applicable (no membership rates will be charge)

8. **What is the timeline for completion of the project upon funding? Can you complete this project within a year of receiving funds?**

9. **What is the proposed project budget/total cost request (please also fill out detailed spreadsheet below)?**

10. **The Granville County Parks, Greenways, and Recreation Advisory Committee wants to see at least three quotes on pricing of items in the project budget (where applicable). These quotes should be listed in your project budget table (following page). If you are leaning toward a certain vendor, please explain why.**

11. **Are any matching funds available, either cash or in-kind (for example: land, equipment, labor, etc.)?**

MAINTANENCE AND CARE PLAN FOR PROJECT (FACILITIES ONLY)

If the project in this application is for a facility or amenity of a building or place, please explain who will oversee the long term maintenance of this facility/amenity and what the plan for long term care is for this facility/amenity.

1. What staff and/or volunteers will oversee routine maintenance for the facility/amenity?

2. What items at this facility/within this amenity will need routine maintenance (for example, mulch replenishment, mowing the lawn, cleaning, etc.)?

3. Will the organization be able to budget funding for annual routine maintenance if awarded funds for this project?

4. Will public utilities be needed at this facility/amenity (water, electric, etc.)? What is your plan for providing utilities on an on-going basis for this project?

SAMPLE CONSTRUCTION COST PROJECT BUDGET

Project Elements (include specific units- sizes, numbers, lengths, etc. – for each item)	Units	Unit Cost- Lowest, responsible quote	Total Item Cost
Metal benches (for trail)	2	\$600	\$12,00
¼ mile crushed gravel trail (6’ wide)	1	\$5,000	\$5,000
		Costs to Develop the Project	\$17,000
Construction Costs Contingency (not to exceed 5% of the cost to develop the project)	5%		\$850
Construction management, site planning, preliminary design, survey and appraisals (not to exceed 20% of the cost of the project) IF APPLICABLE	20%		N/A
		Total Project Cost	\$17,850
		Total Grant Request	\$17,850
		Total Local Match (if available)	N/A

Insert rows as needed.

I am checking this box to acknowledge that I received at least three quotes for the project elements listed above. I have included the lowest, responsible quote in the above budget. The other quotes were:

Additional quote: Vendor B name (benches): \$650; Vendor C name (benches) \$680

Additional quote: Vendor B name (trail): \$4,500 ; Vendor C name (trail) \$5,250

(Add more information as needed.)

Additional notes about the above project budget:

Although the quote reflected in the project budget was not the lowest cost we received for the trail work, we decided to go through the local vendor that gave the mid-range quote. In addition to supporting local, we are paying less in travel costs.

PROJECT COSTS-CONSTRUCTION PROJECTS

Project Elements (include specific units- sizes, numbers, lengths, etc. – for each item)	Units	Unit Cost- Lowest, responsible quote	Total Item Cost
		Costs to Develop the Project	
Construction Costs Contingency (not to exceed 5% of the cost to develop the project)	5%		
Construction management, site planning, preliminary design, survey and appraisals (not to exceed 20% of the cost of the project) IF APPLICABLE	20%		
		Total Project Cost	
		Total Grant Request	
		Total Local Match (if available)	

Insert rows as needed.

I am checking this box to acknowledge that I received at least three quotes for the project elements listed above. I have included the lowest, responsible quote in the above budget. The other quotes were:

Additional quote: _____

Additional quote: _____

(Add more information as needed.)

Additional notes about the above project budget:

PROJECT COSTS-NON CONSTRUCTION PROJECTS

Project Elements (include specific units- sizes, numbers, lengths, etc. – for each item)	Units	Unit Cost- Lowest, responsible quote	Total Item Cost-
		Sub-Total	
Shipping & Handling (if applicable)			
Tax (if applicable)			
		Total Project Cost	
		Total Grant Request	
		Total Local Match (if available)	

Insert rows as needed.

I am checking this box to acknowledge that I received at least three quotes for the project elements listed above. I have included the lowest, responsible quote in the above budget. The other quotes were:

Additional quote: _____

Additional quote: _____

(Add more information as needed.)

Multiple quotes are not applicable to elements in this project budget (for example, some programmatic elements may be offered by just one provider).