



lovemyparks.com

1329 Tiffin Street
Fremont, OH 43420
(419) 334-4495
(419) 334-9508 fax

October 2nd, 2023

To: Potential Local Park Capital Improvement Grant Applicants

From: Christina Warden, Administrative Supervisor-HR Coordinator

It is with great pleasure that I announce the next round of the Sandusky County Park District Local Park Capital Improvement Grant Program. The Board of Park Commissioners has authorized the distribution of up to \$30,000 for the 2023 program.

In the past we have had a mandatory meeting however, because of timing, there will be **no mandatory meeting again this year.** Please feel free to call or email anytime or schedule a meeting with me if you have any questions.

The application forms will be available on the Park District website www.LoveMyParks.com/GrantProgram and you may pick them up at our office but please call or email ahead of time.

Applications must be submitted to the Park District Office **at 1329 Tiffin Street** no later than **Thursday, November 30th, 2023 at 3:00pm.** You may submit in person or by mail but the application must be postmarked by that date. Please include documentation that clearly supports the estimated cost of proposed projects. Only one paper copy of the application is needed (not stapled) however, you may email a digital copy **in addition to the paper copy.** A digital copy may not be substituted for a paper copy.

The grant panel will review the applications and make a recommendation to the park board. In reviewing the applications, the panel will consider conformance with application requirements, safety issues, cost/benefit ratio, maintenance of existing facilities, and population served. They will also be paying particular attention to past performance of grant recipients. Failure to complete projects in a timely manner, failure to submit the required final report and failure to display the supplied grant signs are all reasons to deny funding requests.

The Board of Park Commissioners has been pleased with the success of this program, which has distributed over \$500,000 since its inception. They recognize the importance of forming partnerships to provide maximum outdoor recreation access and safety to all Sandusky County residents. We look forward to once again working with you to achieve increased and improved outdoor recreation opportunities for all.

Should you have any questions, or if we can be of any assistance in the planning or implementation of your project, please feel free to call Christina Warden, Administrative Supervisor-HR Coordinator, at 419-334-4495 or e-mail cwarden@sanduskycountyparks.com.

Sincerely,

Christina Warden, Administrative Supervisor-HR Coordinator

scpd@sanduskycountyparks.com

Preserving natural areas for public appreciation, education and recreational use.