

# Sandusky County Park District

## Local Park Capital Improvement Grant Program

### General Information and Program Requirements

Funding for this Local Park Capital Improvement Grant Program (LPCIGP) has been provided by the Sandusky County Park District Board of Park Commissioners as a component of the Park District's property tax levy. It was the consensus of the Board that a program of assistance to local public park/recreation agencies would allow each county resident to receive maximum benefit from his/her tax dollars by assuring greater accessibility to quality park areas. Program funding is determined by the Park Board on an annual basis.

While this grant program can provide up to 100% of project funding assistance to local political subdivisions of the State of Ohio, **a commitment to project cost sharing is highly encouraged**. Please request only whole dollars; projects which include requests for funding with cents could lose eligibility.

### Applicant Eligibility

Political subdivisions of the State of Ohio (cities, villages, townships, county, etc.) are eligible to apply for funding, provided the agency is responsible for outdoor park and recreation facilities and is located all or part in Sandusky County. The Board, Council or other legislative body must pass a general resolution or ordinance indicating participation in the program and compliance with the terms of the program. An eligibility questionnaire must be completed and submitted every year by each subdivision applying for grant funding.

### Project Eligibility

The park area for which grant funding is intended must be owned by or under long term lease to the subdivision applying for the grant. Grant awards are to be used for permanent improvements to outdoor recreation facilities, and are **NOT** to be utilized for operational or administrative costs.

Separate grant application forms are to be completed for each project request. You may submit **up to 3 applications, one per category level**.

The goal of this grant program is to enhance outdoor recreation opportunities within Sandusky County. The awards will be made on the basis of conformance with program requirements, safety issues, cost/benefit ratio, maintenance and operational history and past grant performance of grant recipients.

If you are applying for playground equipment, the equipment **must** be IPEMA Certified.

Grant applications will be reviewed by a grant panel made up of Park and Recreation professionals from other counties and/or leaders of the community, all who will be neutral parties. This Grant Panel will make a funding recommendation to the Board of Park Commissioners, who will make a final determination on grant funding allocations. Decisions of the Board of Park Commissioners with regard to project approval may not be appealed.

## Funding Level Categories

Applicants may submit a maximum of one project proposal from each of the following funding categories:

Category 1: less than 1,000 Projects with maximum grant request\* of \$1,000.00

Category 2: 1,000 - 3,000 Projects with grant request\* of more than \$1,000.00 but less than \$3,000.00

Category 3: more than 3,000 Projects with grant request\* of more than \$3,000.00

\* Total project value may exceed these limitations (i.e. Village A requests \$1,000 for playground equipment that will cost the village \$3,500. This project would be considered in Category 3). When completing Project Application Form, fill in the "Category" at the top right, next to "Priority", using the table above.

Applicants are strongly encouraged to submit an application in each category.

## Project Application Prioritization

Applicants submitting multiple project applications are encouraged to prioritize their submittals by placing a #1 for their highest priority project on the priority line located in the top right corner of the application form. Additional project applications should be similarly prioritized as #2 and/or #3.

## Compliance with Federal, State and Local Laws

Federal, state and local laws pertaining to non-discrimination, minimum wage legislation, prevailing wage thresholds, bidding requirements, building codes, zoning, health regulations, conflict of interest rules and related regulations must be met at all times. These requirements remain the responsibility of the recipient of the grant funds.

## Additional Requirements

Recipients must maintain a sign posted near the grant improvement(s), which identifies the area as having benefited for the Sandusky County Park District Local Park Capital Improvement Grant Program. Also, we ask that you let us know when the project is going to begin construction so that a portable sign may be placed in the area advertising the grant program and the partnership with the applicant. In addition, park improvements, which have received grant funding, must be open and accessible to the general public. Fees charged for use of improved facilities may not substantially penalize non-residents.

Upon completion of a funded project, the project sponsor must file a final project report with the Park District. This report shall include all costs associated with the project and have associated paid invoices attached. **Failure to provide final report and/or required signage will result in loss of eligibility for future funding.**

Any questions regarding the LPCIGP should be directed to Director Andrew Brown at 419-334-4495, or by e-mail at [abrown@sanduskycountyparks.com](mailto:abrown@sanduskycountyparks.com).