

Fremont County School District #25 Recreation District
Grant Application

Organization Information

Name of Organization: _____

Contact Person(s): _____

Address: _____

Phone: _____ Email Address (required): _____

Officers:
President: _____ Vice President: _____

Secretary: _____ Treasurer: _____

Number of SD#25 residents served by Organization or Grant: _____

Funds Request

Total Funds Requested: \$ _____ +

Organization's Funds: \$ _____ +

Other Funds: \$ _____ =

Total Project Cost: \$ _____

Priority of Project Items:

1. _____ Amount: \$ _____

2. _____ Amount: \$ _____

3. _____ Amount: \$ _____

4. _____ Amount: \$ _____

The Board may, at its discretion, fund only part of the project based upon the listed priorities

Project/Needs Information

Short description of Project or Funding Need: *(attach typed sheet if necessary)*

How Was Cost Estimated: *(attach estimates)*

Organization Financial Information

Fees charged to each participant: \$_____

Other sources of income (fundraiser, concessions): \$_____

What are the organization's major expenses?

_____ \$_____

_____ \$_____

_____ \$_____

_____ \$_____

Do you maintain liability insurance? _____yes no__

Is anyone associated with your organization paid? _____

Are you registered with the IRS as a 501c.(3) non-profit? yes no

Fremont County School District #25 Recreation Board
Information and Guidelines
(Retain for your reference and records)

Important Date: The Rec Board will accept proposals on **Monday, January 8, 2018** in the School Board Room at the Districts Administration Office located at 121 N. 5th St. West at **6:00 pm.**

Notification of funding will be given within a 4 weeks of this meeting.

Proposal: The contact person or presenter for your organization should have 10 copies of the proposal and will need to give a very brief overview of the proposal (**4 minutes or less**) and answer any questions the Rec Board may have. The proposal should include the 2 page application, signed indemnity, and any bids and/or supporting documents

Funding: The Rec Board has limited funds available each year and a lot of organizations requesting funds, so the larger your request is the less likely it can be funded by the Board.

Granted funds must be spent by November 30th of this year unless your organization is given an extension by the Rec Board.

Funding requests/invoices should be sent to **FCSD#25 Rec Board P.O. Box 122 Riverton, WY**

Questions with the application or process can be directed to any of the officers Keith Bauder, Pres 851-7331; Dean Peranteaux, VP 307-851-0006; Brett Watson, Treasurer 857-3829; Sarah Hughes, Secretary 307-851-4291

Any items purchased using FCSD#25 Recreation Board funds shall remain the property of the Recreation Board. Organizations will retain the responsibility to ensure proper use, maintenance, and storage of those items. Furthermore, any organization receiving funds will be required to indemnify and hold harmless the Recreation Board, its agents and assigns, prior to receiving any funding.

Recreation Board Guidelines

1. All activities/programs are to be available to the residents who live within the boundaries of FCSD #25, as appropriate for children or adults, and are to be advertised appropriately
2. Organizations or agencies will be funded once per twelve-month period.
3. Equipment necessary to initiate or enhance a program will be considered. Applications must justify the expenditures for equipment.
4. Final Reports are required for all completed projects. Final reports are required to maintain eligibility for future funding.

5. If a project has not been completed by the end of the funding cycle, a detailed report is to be submitted, however, the Board expects that funds will be used within the funding period for which they were granted.
6. FCSD #25 recreation grants should not be used for wage for coaches, supervisors, advisors or consultants.
7. Prior to making any changes in the grant expenditures previously approved, and amended budget with explanations for the changes must be submitted. Amendments are subject to approval by the FCSD #25 Recreation Board.
8. Grant requests that come in after the application deadline may not be considered. We encourage all organizations to have the grant request in before application deadlines.
9. Uniforms for any organization will only be considered once every 3 years.
10. Grants cannot be used to fund improvements to privately owned property.
11. Grants will not be awarded to any “for profit” organization.
12. The amount for guest speakers will be limited to \$250.00.
13. District #25 Recreation Board will not cover any rent or utilities.