

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)*

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How Was Cost Estimated: *(attach estimates)*

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### 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 7, 2019** in the School Board Room at the Districts Administration Office located at 121 N. 5<sup>th</sup> 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 30<sup>th</sup> 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, President, 307-851-7331; Brett Watson, Treasurer, 307-840-6677; Sarah Hughes, Secretary, 307-851-4291, Renee Moss, Community Liaison,, 307-709-0055.

**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, appropriate for children and adults, and are to be advertised appropriately
2. Organizations 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. The Board expects funds to be used within the funding cycle. If an organization cannot meet that date and extension request needs to be submitted to the Board prior to that date.

5. FCSD #25 recreation grants cannot be used to pay anyone associated with, or hired by, the organization.
6. Prior to making any expenditure changes to an approved grant an amended budget, with explanations, must be submitted to the Board for their approval.
7. Grant requests that are submitted after the application deadline may not be considered by the Board.
8. Uniforms for any organization will only be considered once every 3 years.
9. Grant funds cannot be used to fund improvements to privately owned property.
10. Grants will not be awarded to any “for profit” organization.