

MONTANA ACCESSIBLE PLAYGROUNDS PROGRAM 2017 GRANT APPLICATION FORM



**Montana State Parks
Montana Fish, Wildlife & Parks
1420 East 6th Avenue
P.O. Box 200701
Helena, MT 59620
406-444-3750**

Name of Applicant

Name of Project

Instructions

Prospective applicants must provide the information requested in this application form in order to be considered for a Montana Accessible Playgrounds grant. Incomplete applications will be rejected. Organize the application in the precise manner of this application form. Please provide a cover page that includes the name of the applicant (city, town, school district) and the name of the project (such as “City Park Playground Renovation”). Applicants may design their own cover page or use the one included in this application form.

The original application should be marked with the word “Original.” The Application Summary Page must be filled in *AS IS*. Please do not expand it into more than one page.

Montana State Parks staff is available for consultation at any time during the application process. Please call whenever necessary--we are here to help. Check out the contact information in this application form.

Applications (one original and one copy) must be POSTMARKED by Wednesday, January 17, 2018. Applicants are advised to make one original grant application and two copies. The applicant may then hold back one copy in their files for future reference.

Late applications, no matter how compelling the reason for their tardiness, will not be considered for funding in this grant round. Thank you for participating in the Montana Accessible Playgrounds program!

Submit Applications To:

Tom Reilly
Montana State Parks
1420 East 6th Avenue
P.O. Box 200701
Helena, MT 59620

**Montana Accessible Playgrounds
Application Summary Page**

1. Project Applicant: _____

2. Project Name: _____

3. Project Contact: Name _____

Address _____

City _____ Zip _____

Phone _____

E-mail _____

4. Project Type:

_____ New Playground Development (projects must provide accessibility elements that exceed 2010ADA Standards for Design)

_____ Existing Playground Improvement (projects may provide accessibility elements that meet or exceed 2010ADA Standards for Design)

5. Land Ownership: Town _____ County _____ State _____ School _____

6. Project Street Address: _____

7. Township, Range, Section: _____

8. Project Cost Total Project Cost _____

Grant Request _____

Applicant Investment _____

9. Applicant Share Funding Sources:

Source: _____ Amount: _____

Source: _____ Amount _____

10. Signature _____ Title _____

Signature must be from an official with authority to commit funds.)

Montana Accessible Playgrounds Grant Program Information & Application Requirements

I. Narrative Section

1. Description of the Community or school district the Project Will Serve. Provide a brief description of the community, school district geographic location, population demographics, etc.
2. Project Location Description. Provide a detailed description of the project location. Include Township, Range, Section, adjacent streets or roads, adjacent development and land uses. Provide map of location.
3. Project Description. Provide a detailed description of the project proposed. Include:
 - a) The scope of work you intend to complete using the funds requested.
 - b) The specific components or elements that will provide ADA accessibility or fully inclusive access and use.
 - c) How the project meets local accessible recreational needs.
 - d) How the project will meet or exceed the 2010 ADA Standards of Design.
 - e) Use seasons (include months of use) and hours of operation.
 - f) Include any other information you think would be helpful in describing the project. Limit this section to no more than two single-spaced, typewritten pages.
5. Continued Maintenance of the Site. Describe the applicant's plan and ability to maintain the site after the project is completed. Include the maintenance budget for the site.
6. Statement of Compliance. Provide a statement of compliance with state and federal regulations. The project must comply with the Americans with Disabilities Act (ADA) and other federal civil-rights regulations, including non-discrimination.
7. Project Design Map. A map must be submitted with your grant application that shows the entire facility, existing facilities and location of structures to be developed with these grant funds.

II. Financial Profile Section

1. Complete the table Financial Information, Montana Accessible Playgrounds Grant Program.
2. Provide a brief description of how the applicant plans to administer the grant funds, whom will be responsible for accounting, and previous experience in grant administration.

III. Appendices

The following appendices should be included in, and bound within, the application. Place them in order at the back of the application.

1. Site Plan. A copy (8½” x 11” or 11” x 17”) of a plan of the proposed project area, showing:
 - a. Existing facilities.
 - b. Proposed facilities.
 - c. A North compass point.
 - d. Streets and avenues.

The plan should be fairly accurate, but need not be a precision scale drawing. If buildings are a part of the project, include floor plans.

2. Location Map. Provide a copy of a city or county map showing the location of your proposed project.
3. Financial Information, Montana Accessible Playgrounds Grant Program.
4. Environmental Analysis. Is NOT required at time of application submittal. If a project is conditionally awarded the grant sponsor will be asked to provide the necessary environmental information. See Montana Accessible Playgrounds Grant Program Guidelines.

Contact Information

Montana State Parks staff is available to provide technical assistance to any applicant at all stages of the Montana Accessible Playgrounds Grant Program process. If you have questions or need further information, please contact:

Montana State Parks Administration

Tom Reilly
(406) 444-3752
treilly@mt.gov

Financial Information, Montana Accessible Playgrounds Grant Program

Category	Grant Request	Other Grant Requiring Match	Applicant Funds	Value of In-Kind Contributions & Donations	Total Project Cost
Design & Planning					
Labor & Contract Equipment					
Playground Equipment & Structures					
Total Project Cost					

Important:

- Identify name of and amount of other grant requiring match and status of that grant
- Identify amount and source of applicant funds
- Identify sources and amounts of monetary donations and in-kind contributions
- Specify the hours of labor anticipated and cost, and cost of contracted labor and equipment