

MetroParks of Butler County Community Grant Program

General Information and Requirements

Funding for this Community Grant Program is provided by MetroParks of Butler County to provide assistance to local political subdivision and 501c3 organizations within Butler County to increase county residents' access to parks and outdoor recreational opportunities. Grant funding is determined by MetroParks of Butler County on an annual basis.

While this grant program can provide up to 100% of project funding, a commitment to project cost sharing is highly encouraged.

Applicant Eligibility

Political subdivisions and 501c3 organizations within Butler County are eligible to apply for funding, provided the agency is responsible for public outdoor park and recreation facilities and are in Butler County.

Project Eligibility

The area for which grant funding is intended must be owned by or under a long-term lease to the entity applying for the grant. Grant awards are for permanent improvements to outdoor recreation facilities and are not to be utilized for operational or administrative costs.

The goal of this grant program is to enhance public outdoor recreation opportunities within Butler County. The grants will be awarded based on submission within program requirements, safety issues, cost and community benefit.

If you are applying for playground equipment, the equipment **must** be certified by the International Playground Equipment Manufacturers' Association.

Grant applications will be reviewed by a grant panel made up of Park and Recreation professionals from other counties. This grant panel will make funding recommendations; MetroParks of Butler County will make a final determination on funding allocations.

Funding Level

Five individual grants up to \$5,000 each will be awarded in FY2024.

Compliance

Compliance with all federal, state, and local laws and regulations is the responsibility of the grant recipient.

Additional Requirements

Park improvements, which have received grant funding must be open and accessible to the public. Recipients must maintain a sign posted near or at the grant improvement(s), which identifies the area as having benefited from the MetroParks of Butler County Community Grant Program.

Projects must be completed within 12 months after the award. Upon completion of a project, a final project report must be sent to MetroParks of Butler County to get **reimbursed** for the project. This report shall include all costs associated with the project and copies of paid invoices. **Failure to provide final report and/or required signage will result in loss of eligibility for reimbursement and/or future funding. Reimbursement will be made for actual funds used only.**

Any questions regarding the Community Grant Program should be directed to MetroParks of Butler County, Deputy Director, D. Chadwick Smith, 513-867-5838 ext.203 or email csmith@yourmetroparks.net

MetroParks of Butler County Community Grant Project Application

This application will be used to determine if the applicant organization is eligible to receive funding according to the laws of the State of Ohio and MetroParks of Butler County Community Grant program guidelines. An updated Applicant Eligibility Information form should be completed and submitted with each application packet.

Agency: _____ Tax ID: _____

Governing Body (Council, Board, etc.) _____

Contact: _____ Title: _____

Mailing Address: _____

Phone: _____ E-mail _____

Department/Agency Information:

What is the Mission of your Department/Agency _____

2024 Department/Agency budget: Operating _____ Capital _____

How is your department/agency funded? _____

Name and Location of Park or Facility _____

Brief Description of Project _____

Who will this project serve? _____

How will this project benefit the community? _____

How does this project improve access and equity? Please attach median income, home values, and residential demographics for the specific location of the project.

Cost Analysis of Project

Is this a Cost Sharing Project? Yes _____ No _____

Cost Sharing Organization: _____ Amount toward Project \$: _____

Labor: \$ _____

Materials/Equipment: \$ _____

Other _____: \$ _____

PROJECT TOTAL: \$ _____

AMOUNT REQUESTED \$ _____

Partial request would be accepted YES _____ NO _____

Please attach proof of ownership of the project site area, or, if your agency does not own the project area, please attach a copy of the lease or other management documents pertaining to this site.

A letter of support from the Agency Director, President or governing administrator must be submitted with the application.

Total Acreage _____

Estimated annual visitation: _____

The deadline for returning completed application forms is **MAY 31, 2024**. Applications received after this deadline will not be considered for grant awards. Deliver applications via email to: csmith@yourmetroparks.net. For additional information please call 513-867-5835 ext.203

MetroParks of Butler County Community Grant Program Grant Recipient - Final Report

This form must be completed and returned to MetroParks of Butler County at the conclusion of your project.

This form MUST BE COMPLETED by _____
(date)

Agency: _____ Tax ID: _____

Governing Body (Council, Board, etc.) _____

Contact: _____ Title: _____

Mailing Address: _____

Phone: _____ E-mail _____

Project Title _____

Start Date _____ Completion Date _____

Project Costs: (All costs must be paid with documentation. Cost-sharing grants must include documentation of payment from other participating sources.)

Cost Analysis of Project:

	Projected	Actual
Labor:	\$ _____	\$ _____
Materials/Equipment:	\$ _____	\$ _____
Other _____:	\$ _____	\$ _____
PROJECT TOTAL:	\$ _____	\$ _____

Amount Awarded: \$ _____ As percentage of project _____%

Attach copies of all documentation, including paid invoices and pictures of the completed project to csmith@yourmetroparks.net

MetroParks of Butler County Community Grant Evaluation

Evaluator: _____

Date: _____

Project Name: _____

Project Agency: _____

Funding Level: _____

Is the application complete?

Application Eligibility Information form:

Y _____ N _____

Proof of ownership, lease, management:

Y _____ N _____

Is the applicant eligible?

Y _____ N _____

Is there project cost sharing:

Y _____ N _____

Safety Issues being addressed?

1 2 3 4 5 (5 being best)

Cost/Benefit (is it worth the \$)

1 2 3 4 5

Maintenance of Existing (Sustainable)

1 2 3 4 5

Community Need (Percentage of financial assistance)

1 2 3 4 5

Uniqueness and new amenity to the neighborhood/area

1 2 3 4 5

Project adds value to and enhances public recreation opportunities

1 2 3 4 5

Cost Justification documents (quotes/estimates)

1 2 3 4 5

Score: _____

Comments: _____

Awarded: Y _____ N _____

Award: \$ _____ Level: _____