

## Fremont County School District #25 Recreation District Grant Application

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### 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: \_\_\_\_\_

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### 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: \$ \_\_\_\_\_

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*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)

***Please note that due to COVID19, these details may  
change at the discretion of the board.***

**Important Date:** The Rec Board will accept proposals on **Monday, January 17, 2022** in the School Board Room at the Districts Administration Office located at 121 N. 5<sup>th</sup> St. West at **6:00 pm.**

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

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, 307-851-1276; Sarah Hughes, Secretary, 307-851-4291, Renee Moss, Community Liaison, 307-709-0055.

## **Fremont County School District #25 Recreation Board Grant Guidelines**

Adopted 1 March 2021

1. All activities / programs are to be available to residents who live within the Fremont County School District #25 boundaries and should be appropriate for children or adults, and are to be advertised appropriately.
2. Applicants may be funded once per 12 month period and grants must be expended within the funding period in which they were granted.
3. Grant requests submitted after the application deadline may not be considered. Applicants are encouraged to submit the grant request prior to the application deadline.

4. Grant applications will be considered for equipment necessary to initiate or enhance a program and applicants must justify all grant expenditures.
5. Grants may not be awarded to any for-profit organizations.
6. Grants shall not be used for wages of any kind, eg. coaches, advisors, consultants, etc. However, guest speakers may be funded up to but not exceeding \$250.
7. Grant funds may not be used for rent, utilities, lodging, awards, incentives, or giveaways.
8. Uniforms for any organization may be considered only once every 3 years.
9. Any changes in grant expenditures must receive approval prior to being expended and an amended application with explanations for the changes must be submitted to the Recreation Board for approval.
10. Grant applicants are encouraged to shop locally (Fremont County) when able.

**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.**