

# Outdoor Heritage Fund Grant Application



The purpose of the North Dakota Outdoor Heritage Fund is to provide funding to state agencies, tribal governments, political subdivisions, and nonprofit organizations, with higher priority given to projects that enhance conservation practices in this state by:

**Directive A.** Providing access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;

**Directive B.** Improving, maintaining and restoring water quality, soil conditions, plant diversity, animal systems and by supporting other practices of stewardship to enhance farming and ranching;

**Directive C.** Developing, enhancing, conserving and restoring wildlife and fish habitat on private and public lands; and

**Directive D.** Conserving natural areas and creating other areas for recreation through the establishment and development of parks and other recreation areas.

## Exemptions

Outdoor Heritage Fund grants may not be used to finance the following:

- A. Litigation;
- B. Lobbying activities;
- C. Any activity that would interfere, disrupt, or prevent activities associated with surface coal mining operations; sand, gravel, or scoria extraction activities; oil and gas operations; or other energy facility or infrastructure development;
- D. The acquisition of land or to encumber any land for a term longer than twenty years; or
- E. Projects outside this state or projects that are beyond the scope of defined activities that fulfill the purposes of Chapter 54-17.8 of the North Dakota Century Code.

## NO CONSIDERATION:

In addition to those specific items in law that are ineligible for funding, in the absence of a finding of exceptional circumstances by the Industrial Commission, the following projects will NOT receive consideration for funding:

- A completed project or project commenced before the grant application is submitted;
- A feasibility or research study;
- Maintenance costs;
- A paving project for a road or parking lot;
- A swimming pool or aquatic park;
- Personal property that is not affixed to the land;
- Playground equipment, except that grant funds may be provided for up to 25% of the cost of the equipment not exceeding \$10,000 per project and all playground equipment grants may not exceed 5% of the total grants per year (see Budget Form for how this will be calculated);
- Staffing or outside consultants except for costs for staffing or an outside consultant to design and implement an approved project based on the documented need of the applicant and the expenditures may not exceed 5% of the grant to a grantee if the grant exceeds \$250,000 and expenditures may not exceed 10% of the grant to a grantee if the grant is \$250,000 or less (see Budget Form for how this will be calculated);

- A building except for a building that is included as part of a comprehensive conservation plan for a new or expanded recreational project (see Budget Form for definition of comprehensive conservation plan and new or expanded recreational project); or
- A project in which the applicant is not directly involved in the execution and completion of the project.

## Application Deadline

Applications for this grant round cycle are due on **April 1, 2018 at 5:00 p.m. CT**. All information, including attachments, must be submitted by that date. See instructions below for submission information.

## Instructions

Please download this Word document (available on the Industrial Commission/Outdoor Heritage Fund Program website at <http://www.nd.gov/ndic/outdoor-infopage.htm> ) to your computer and provide the information as requested. You are not limited to the spacing provided except in those instances where there is a limit on the number of words. After completing the application, save it and attach it to an e-mail and send it to [outdoorheritage@nd.gov](mailto:outdoorheritage@nd.gov) or print it and mail it to the address noted in the next paragraph.

Attachments in support of your application may be sent by mail to North Dakota Industrial Commission, ATTN: Outdoor Heritage Fund Program, State Capitol – Fourteenth Floor, 600 East Boulevard Ave. Dept. 405, Bismarck, ND 58505 or by e-mail to [outdoorheritage@nd.gov](mailto:outdoorheritage@nd.gov). The application and all attachments must be received or postmarked by the application deadline. You will be sent a confirmation by e-mail of receipt of your application.

You may submit your application at any time prior to the application deadline. Early submission is appreciated and encouraged to allow adequate time to review your application and ensure that all required information has been included. Incomplete applications may not be considered for funding. **Any item noted with an \* is required.**

**Oral Presentation.** Please note that you will be given an opportunity to make a ten-minute Oral Presentation at a meeting of the Outdoor Heritage Fund Advisory Board. These presentations are strongly encouraged.

**Open Record.** Please note that your application and any attachments will be open records as defined by law and will be posted on the Industrial Commission/Outdoor Heritage Fund website.

Name of Organization \* Riding For Dreams Equine Assisted Activities and Therapies (EAAT)

Federal Tax ID# \* 27-0655405

Contact Person/Title \* Laurie Bischof President

Address \* PO Box 911

City \* Lisbon

State \* ND

Zip Code \* 58054

E-mail Address \* ridingfordreams@hotmail.com

Web Site Address (Optional) www.ridingfordreams.org

Phone \* 7016801233

Fax # (if available)

List names of co-applicants if this is a joint proposal: No co-applicants for this application.

**MAJOR Directive: (select the Directive that best describes your grant request)\***

Choose only one response

**Directive A.** Providing access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;

**Directive B.** Improving, maintaining and restoring water quality, soil conditions, plant diversity, animal systems and by supporting other practices of stewardship to enhance farming and ranching;

**Directive C.** Developing, enhancing, conserving and restoring wildlife and fish habitat on private and public lands; and

**Directive D.** Conserving natural areas and creating other areas for recreation through the establishment and development of parks and other recreation areas.

**Additional Directive: (select the directives that also apply to the grant application purpose)\***

Choose all that apply

**Directive A.** Providing access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;

**Directive B.** Improving, maintaining and restoring water quality, soil conditions, plant diversity, animal systems and by supporting other practices of stewardship to enhance farming and ranching;

**Directive C.** Developing, enhancing, conserving and restoring wildlife and fish habitat on private and public lands; and

**Directive D.** Conserving natural areas and creating other areas for recreation through the establishment and development of parks and other recreation areas.

**Type of organization: (select the category that describes your organization)\***

- State Agency
- Political Subdivision
- Tribal Entity
- Tax-exempt, nonprofit corporation.

**Project Name\* Riding for Dreams Riding and Hiking Trail**

**Abstract/Executive Summary. An Executive Summary of the project stating its objectives, expected results, duration, total project costs and participants.\* (no more than 500 words)**

The objective of the Riding for Dreams Riding and Hiking Trail is to provide a safe outdoor area for horseback riding of program participants, and as we are located 1 mile outside of the city of Lisbon, the public would be invited to use the ½ mile trail for hiking and walking off the city streets. The riding program has had success in taking horses and participants to the Fort Ransom State Park to ride but does not have a daily accessible trail to use and know this is something all the riders benefit from doing. The plan is to have this be a sensory trail, which can be integral to the program participants that may have limits on some physical and mental abilities. The trail will be unique by enhancing aspects to smell, touch, taste, sight and sound, for example using fruit bearing trees that will flower, and then bear fruit to taste. Our expected results are to see a mix of program participants and public using the trail on a daily basis.

The planned timeline is to plant grass May 2018, complete the fencing project Summer 2018, and plant trees Spring 2019.

Expected project costs are \$32,006 as outlined in the budget.

**Project Duration:\*** (Please include information regarding the intended time schedule for drawing down funds if your application is approved by the Industrial Commission.)

The intended time frame of Phase One of this project is 18 months.

**Amount of Grant request \$ \* \$10,000**

**Total Project Costs \$\* 32,006**

(Note that in-kind and indirect costs can be used for matching funds)

**A minimum of 25% Match Funding is required. Amount of Matching Funds \$\* 21,706**

Cash and in kind at this point- other grant applications are in process.

Please indicate if the matching funds will be in-kind, indirect or cash.

**Source(s) of Matching Funds\*** Riding for Dreams general fund and private donations. We are applying for funds from other grant sources but have not had official notification as to amounts we will be awarded.

Please provide verification that these matching funds are available for your project. Note that effective as of July 1, 2015 no State General Fund dollars can be used for a match unless funding was legislatively appropriated for that purpose.

**Certifications \***

x I certify that this application has been made with the support of the governing body and chief executive of my organization.

x I certify that if awarded grant funding none of the funding will be used for any of the exemptions noted on Page 1 of this application.

**Narrative**

**Organization Information – Briefly summarize your organization’s history, mission, current programs and activities. \***

Include an overview of your organizational structure, including board, staff and volunteer involvement. (no more than 300 words)

Riding For Dreams (RFD) Equine Assisted Activities and Therapies, founded in 2009 is a member center for Professional Association of Therapeutic Horsemanship, Intl and is managed by an active board of 9 members. RFD is operated as an all-volunteer program, like 45% of PATH Intl programs.

RFD Board:

Laurie Bischof	Lisbon	co-founder & president
Stacilyn Erdmann	Lisbon	co-founder & secretary
Diane Wallin	Milnor	treasurer
Kay Foss	Lisbon	board member
Brian Shelton	Lisbon	board member
Neil Olerud	McLeod	board member
Dr. Sara Fridrych	Fort Ransom	board member
Dana Erickson	Gwinner	board member and parent representative
Janice Bishop	Kathryn	board member

Riding for Dreams is organized for the charitable and educational purposes of enhancing the lives of children and adults by incorporating horses into therapeutic and learning programs. Riding classes are held from April to October and the program has served more than 50 participants since starting classes in 2010 with 3 students. RFD has served more and grown each year it’s been in operation, with a current class size of 35 participants. RFD serves individual participants and riders from rural North Dakota, as well as riders from The North Dakota Veterans Home, and the foster care system. We also host local long-term care center residents and children from SENDCAA Headstart program annually for educational activities and riding opportunities. Our program could not operate without the volunteers that commit to assist with every class. RFD is proud to be an active member in the community with 150 volunteers that come from Southeastern North Dakota.

**Purpose of Grant – Describe the proposed project identifying how the project will meet the specific directive(s) of the Outdoor Heritage Fund Program \***

Identify project goals, strategies and benefits and your timetable for implementation. Include information about the need for the project and whether there is urgency for funding. Please indicate if this is a new project or if it is replacing funding that is no longer available to your organization. Identify any innovative features or processes of your project. Please note that if your proposal provides funding to an individual, the names of the recipients must be reported to the Industrial Commission/Outdoor Heritage Fund. These names will be disclosed upon request.

If your project includes tree/shrub/grass planting, please provide a planting plan describing the site design, planting methods, number of trees/shrubs by species and stock size, grass species and future maintenance. A statement certifying that the applicant will adhere to USDA-NRCS tree/shrub/grass planting specifications along with the name of the governmental entity designing the planting may be substituted for a planting plan.

If your project includes Section 319 program funding, please provide, in detail, the specific best management practices that will be implemented and the specific projects for which you are seeking funding.

If you are requesting funding for fencing, please note that the Board/Commission's preference is for a minimum cost share of 40% by the recipient. Please include detailed information on the type of fencing to be installed, whether funding is requested for boundary fencing, new or replacement of existing fencing, and/or cross fencing.

The Riding for Dreams Riding and Hiking Trail is a new project including the creation of a riding and walking trail on a greenfield site that was cropland. The trail will be available for public use, as well as use by the riders in our program. The trail will be a half mile sensory trail around the perimeter of the property and will incorporate fruit trees, natural plantings such as prairie coneflower, bird friendly shrubs, and education signage along the trail.

Safety is a priority and the trail will include fencing on either side to allow for control of access on and off the trail for horses and humans. The safety concern is due to the proximity of State Highway 27, and neighboring houses with animals and the use of equines in our program. This fence we are planning to use will be horse woven wire, with 2x4 inch spacing tied with S ties, 48 inches high outside perimeter, 60 inches inside perimeter. Posts and top rail of the fence will be 2-inch steel pipe welded at intersections.

The tree plan written with the Ransom County Soil Conservation District is attached, and includes such species as common lilac, Bur oak, American plum, juneberry, apple and spruce.

**Management of Project – Provide a description of how you will manage and oversee the project to ensure it is carried out on schedule and in a manner that best ensures its objectives will be met.\***

**Include a brief background and work experience for those managing the project.**

As the program includes horse management, the program board will be onsite daily to oversee and manage activities. We are working with the Ransom County Soil Conservation District and utilizing their recommendations for plant types and care. We have established a timeline of planting grass and trees in coordination with the Ransom County Soil Conservation District.

A member of the board worked for Natural Resources and Conservation Service and is familiar with the care and objectives of grass and tree plantings.

**Evaluation – Describe your plan to document progress and results. \***

**. How will you tell if the project is successful? Please be specific on the methods you will utilize to measure success. Note that regular reporting, final evaluation and expenditure reports will be required for every grant awarded.**

Our success will be measured by recording the number of riders utilizing the trail. We will also keep record of all visitors accessing the trail. This will be accomplished by asking all visitors and participants to record their name, residence, and date of use.

We will advertise the trail in local publications and websites so that people are made aware that it is open to public use.

**Financial Information**

**ATTACHMENT: Project Budget – Using the standard project budget format that is available on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm> , please include a detailed total project budget that specifically outlines all the funds you are requesting. Note that a minimum of 25% match funding is required.\***

The project budget should identify all matching funds, funding sources and indicate whether the matching funds are in the form of cash or in-kind services. Effective July 1, 2015 no State General Fund dollars can be used for a match unless funding was legislatively appropriated for that purpose. As noted on the standard project budget format, certain values have been identified for in-kind services. Please utilize these values in identifying your matching funds. **NOTE: No indirect costs will be funded.**

I certify that a project budget will be sent to the Commission\*

**Sustainability – Indicate how the project will be funded or sustained in future years. \***

**Include information on the sustainability of this project after all the funding from the Outdoor Heritage Fund has been expended and whether the sustainability will be in the form of ongoing management or additional funding from a different source.**

Riding for Dreams will be responsible for maintaining and sustaining the trail and property. The trail maintenance will become a line item in the programs budget, with funds designated to the upkeep and

equipment necessary. This will be managed by the RFD board and volunteers will be utilized in this process.

**Partial Funding – Indicate how the project will be affected if less funding is available than that requested. \***

If funding for this is not available, it may not be possible to make the trail open for public use, or construction of the trail at all for any use. Riders for the program will ride in an arena setting as before. RFD will continue to work towards making the trail a reality, but will most likely greatly delay the project.

**Partnership Recognition - If you are a successful recipient of Outdoor Heritage Fund dollars, how would you recognize the Outdoor Heritage Fund partnership? \* Please note it is a requirement that there be signage at the location of the project acknowledging the funding from the Outdoor Heritage Fund if appropriate for your project.**

The project plan is to include outdoor signage at the entrance to the site. Signage along the trail. A donor and contributor sign for the Riding and Hiking Trail project will be included inside of the building.

A planned example for recognition of a volunteer is within a planned garden area, complete with flag poles and a monument sign adjacent to the new facility.

**Scoring of Grants**

All applications will be scored by the Outdoor Heritage Fund Advisory Board after your ten-minute oral presentation. The ranking sheet(s) that will be used by the Board is available on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm> .

**Awarding of Grants\***

All decisions on requests will be reported to applicants no later than 30 days after Industrial Commission consideration. The Commission can set a limit on duration of an offer on each application or if there isn't a specific date indicated in the application for implementation of the project, then the applicant has until the next Outdoor Heritage Fund Advisory Board regular meeting to sign the contract and get the project underway or the commitment for funding will be terminated and the applicant may resubmit for funding. Applicants whose proposals have been approved will receive a contract outlining the terms and conditions of the grant. Please note the appropriate sample contract for your organization on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm> that set forth the general provisions that will be included in any contract issued by the North Dakota Industrial Commission. Please indicate if you can meet all the provisions of the sample contract. If there are provisions in that contract



that your organization is unable to meet, please indicate below what those provisions would be. \*

There are no provisions to the contract that our organization cannot meet.

## **Responsibility of Recipient**

The recipient of any grant from the Industrial Commission must use the funds awarded for the specific purpose described in the grant application and in accordance with the contract. The recipient cannot use any of the funds for the purposes stated under Exemptions on the first page of this application.

If you have any questions about the application or have trouble submitting the application, please contact Karlene Fine at 701-328-3722 or [kfine@nd.gov](mailto:kfine@nd.gov)

Revised: December 14, 2017

Project Expense	OHF Request	Applicant's Match Share (Cash)	Applicant's Match Share (In-Kind)	Applicant's Match Share (Indirect)	Other Project Sponsor's Share	Total Each Project Expense
Grass Seed	\$	\$	\$406	\$	\$	\$406
Seeding	\$	\$	\$240	\$	\$	\$240
Trees, fabric & planting	\$1500	\$ 1860	\$	\$	\$	\$3360
Fencing & installation	\$8500	\$19500	\$	\$	\$	\$28000
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
<b>Total Costs</b>	<b>\$10000</b>	<b>\$21360</b>	<b>\$646</b>	<b>\$</b>	<b>\$</b>	<b>\$32006</b>
Additional Grant requests in process	No commitment yet at this point					
Cass County Electric	\$5000					
Ransom County Economic Development	\$3000					
Ransom County Soil Conservation	\$646	In kind for grass seed & seeding				
Gibbon Farm & Ranch	\$1000	Fence material				
Lisbon Endowment Fund	\$5000					
<b>Total being requested</b>	<b>\$14646</b>					
<b>Other sources</b>						

**Tree plan attached.**

**Agassiz horse pasture grass seed mix comprised of Orchard grass, tetraploid ryegrass, meadow brome, forage tall fescue, timothy, Kentucky blue**

**125 Lbs @ \$3.25/lb**

**RSCD grass drill**

**\$120**

**Tractor use donated Titan Machinery**

**\$120**

**4800 feet nonclimb horse weave wire**

**\$6210**

**7600 feet 2 inch steel pipe top rail & posts**

**\$11400**

**4 10 foot gates**

**\$ 440**

**Fence installation**

**\$10000**

Name: Riding for Dreams  
 Address: Lisbon, ND 58054  
 Phone #: 701-680-1224  
 Date: 55  
 Range: 134  
 Date: 3/7/2018  
 Date: 55B

Quarter/Half: NW 1/4  
 Section: 7  
 Township: 134  
 Planned Soil Mapunit / name component(s): G205A  
 Planned by: CN  
 Approved by:  
 Conservation Tree & Shrub Group 3



Landuse: Conservation Tree & Shrub Group 3  
 Type of Planting: New  
 Farmstead  
 Site Preparation: Fallow  
 Program: None  
 Protected from livestock? Yes  
 Site conditions at planting time:

Spacing between rows: 12 feet  
 Distance from Windward row to roads or bldgs. (Minimum 200' on N & W, and 100' on S & E)  
 Remarks on site prep, conditions and management (Weed Control)  
 Planted by: Date:

If this practice installation **MEETS** / **DOES NOT MEET** the ND FOTG standards and specifications. (circle one)

Planting No.	Planned Length	Planted Length	Planned Width	Acres	Row #	Primary Species of Tree or Shrub	Type or Variety	Alternating Species	Planned Spacing in row	Row Spacing (installed)	Number Planned (est)	Number Planted (installed)	Date	Certified By:	
														Primary Species / CTSG Suitability	Alternating Species / CTSG Suitability
1	1200		16	0.4	1	Lilac, Common	RED		5		240				
1	1200		12	0.3	2	Oak, Bur		Hackberry, Common	12		100	50/50			
1	1200		12	0.3	3	Spruce, Black Hills		Spruce, Colorado Blue	12		100	50/50			
1	300		12	0.1	4	Chokecherry, Common		Prairie Red	8		38				
	300				4	Plum, American			8		38				
	300				4	Juneberry			8		38				
	300				4	Prairie red Apple		Prairie Yellow Apple	8		38	19/19			
4800			52	1.2			Totals				592				

RANSOM COUNTY SCD  
P.O. BOX 431  
LISBON, ND 58054

Tree planting Estimate

Riding For Dreams

	4		
Trees/planting- \$.20/ft		4,800 ft	\$ 960.00
Fabric- \$.50/ft		4,800 ft	\$ 2,400.00
Total Cost			\$ 3,360.00
Grass Seed	125 lbs @ 3.25/lb		\$ 406.25
			\$ 3,766.25