

# *White Pine County Tourism and Recreation Board*

## GUIDELINES FOR EXPENDITURE OF OUTDOOR RECREATION FACILITIES PROJECT FUNDING

Funds will be awarded to non-profit organizations and dedicated for use for "outdoor activities" including but not limited to the golf course, shooting range, trails, parks, fair grounds, etc, for improving, extending and bettering recreational facilities in White Pine County as authorized by Nevada Revised Statutes 244A.597 to 244A.655,

### **Purpose:**

1. To stimulate the economic engine of tourism by investing in outdoor recreation facilities and assets that have a proven benefit to tourism opportunities.

**Financial Information:** White Pine County Tourism and Recreation Board has approximately \$45,000 to grant for fiscal year 2020/2021. The applicant can determine the request amount.

**Match:** Grants may fund up to 75% of total project costs. Applicants must provide 25% of total project costs as grant match. Match can be in the form of cash, in-kind donations or volunteer time. The match requirement may include necessary project "soft" costs for professional services related to the project. Project costs outside of the grant period do not qualify as match.

Example: (\$10,000) Total Project cost  
(\$10,000 x 75% = \$7,500) Funded by WPCTR  
(\$10,000 x 25% = \$2,500) Applicant Match

### **Requirements:**

1. These funds are intended exclusively to provide facility improvements in White Pine County and may be used for no other purpose.
2. Funds must be obligated and/or expended in the same fiscal year as awarded.
3. All applications for funding must use the official form provided.
4. A complete outlay report of your project is due in writing within 60 days of the completion of the project or by June 30<sup>th</sup> of the award year whichever comes first.

- a. The outlay report must include a full income and expense report of your project. In addition, copies of the invoices you paid and copies of the cancelled checks (front and back) must accompany this report.
  - b. A report of in-kind hours, materials & services must be submitted with your outlay report.
5. **This funding may not be used for salaries.** However, there may be exceptions whereby a person with unique expertise in a specific area, which is vital to the success of the project, may be given a stipend for their services for the specific project.

**Requirements and Expectations of Grantees**

- a. Logos – White Pine County Tour and Rec requires its logo on all printed material created with grant money. This includes but is not limited to signage or facility promotional material.
- b. Verbal Recognition – White Pine County Tour and Rec requires verbal recognition as a partner of granted facility at events held at granted facility.
- c. Social Media – White Pine County Tour and Rec requires use of social media handles in tagging posts related to granted project.

**Commitment from Grantor**

- d. Recognition of grantees receipt of grant on social media
- e. Publication and promotion of granted recreation facility
- f. Assistance with design of signage associated with granted recreation facility.

**NRS 244A.597 County’s powers concerning recreational facilities.**

- 1. In addition to powers elsewhere conferred upon counties, any county is authorized and empowered:
    - (a) To establish, construct, purchase, otherwise acquire, reconstruct, improve, extend and better fairgrounds, exposition buildings, convention halls, auditoriums, fieldhouses, amusement halls, public parks, playgrounds, swimming pools, golf courses, recreation centers, museums, zoos, historical sites, other recreational facilities and buildings therefor, and improvements incidental thereto;
    - (b) To equip and furnish the same;
    - (c) To acquire a suitable site or grounds for any recreational facilities;
    - (d) To issue bonds therefor (or any combination thereof), at one time, or from time to time; and
    - (e) To advertise, publicize and promote the recreational facilities located in the county which are owned by the county, the State or an incorporated city in the county.
  - 2. Recreational facilities shall be deemed to include, without limiting the generality of the provisions of subsection 1, such buildings, incidental improvements, equipment, furnishings, sites and grounds as are used for recreational purposes.
- [1:383:1955] — (NRS A 1961, 300, 453; 1963, 99; 1965, 10; 1969, 1576; 1973, 1509)

For further information concerning these reports please contact the administrative office of the White Pine County Tourism and Recreation Board located at 150 Sixth Street, Ely, NV 89301 or call 775-289-3720

**WHITE PINE COUNTY TOURISM & RECREATION BOARD**

**OUTDOOR RECREATION FACILITIES AID  
FUNDING APPLICATION**

**Funding maybe used for any and are all projects that improve or maintain an existing outdoor recreation facility.**

**Fundable items may include but are not limited to supplies, materials, equipment and or repair, salaries, wages and utilities.**

- 1. Applicant must provide a project timeline and proof of expenditures. If your paperwork is not received within the required timeline, your application may be disqualified the following grant cycle.**

**Grant Cycle: July 1, 2020 – June 30, 2021**

**Amount of Request:**

**Name & Address of Organization:**

**Tax ID #:**

**Non Profit Organization:**

**Yes:**

**No:**

**Contact Person:**

**Telephone Number:**

**Email**

**Project Description:**

**List Names, Titles & Phone Numbers for Current Officers & Members of the organization requesting the grant funding:**

**Provide details of your project objective:**

**Explain how you plan to reach those objectives:**

**Provide a detailed, itemized budget for your project:**

**Incomes:**

**Estimated Total Income for this project:**

**Expenses:**

**Estimated Total Expenses for this project:**

You may attach an actual budget print out for your project to this page.

**Grant Number:**

**FISCAL 2020-2021  
OUTDOOR RECREATION  
FACILITIES PROJECT  
GRANT AWARD FUNDING**

**Request for Reimbursement**

Date of Request:

Reimbursement Request:

Name & Address of Organization:

Signature of Representative:

**Note:** Please fill out this request form and submit it to the Board's Administrative Office when you begin work on your event. This form will provide documentation for your check request.

**WHITE PINE COUNTY TOURISM AND RECREATION BOARD**  
**Outdoor Recreation Facilities Aid 2020-2021**  
**Project Outlay Report**

Organization:

Project Title:

Project Date:

**Actual Income:** (List individual sponsors & amounts)

**Outdoor Recreation Facilities Aid Award**

**Total Income:**

**Actual Expenses:** (List individual payments under appropriate heading)

A. Supplies:

B. Materials:

C. Equipment:

D. Repair:

**Total Expense:**

**Please attach a copy of photos or slides of the project. In addition, please provide copies of all invoices (supporting documents) for purchases made for this project.**

As Grantee, I certify to the best of my knowledge and belief the billed expenses are in accordance with the terms of the project.

Signature Project Director:

**This form must be completed and returned within 60 days following the project date.**