



Bismarck Parks and Recreation District Administration Division

DATE: June 10, 2026

TO: Commissioners Gilbertson, Herzog, Jeske, Redmann, and President Zimmerman

FROM: Mike Wald, Facilities and Programs Director

SUBJECT: 2026 Matching Grant Program Round Two Funding Recommendations

The Matching Grant review committee consisting of Commissioners Herzog and Redmann and I met with the three grant applicants on June 9 to review their project applications. I would like to thank Commissioners Herzog and Redmann for their participation in this process. We continue to have great interest in this program and appreciate the support, cooperation, and passion from the different groups and organizations to partner together to improve the recreational opportunities in our community. We had requests from three groups totaling \$18,185.49.

The Matching Grant budget for 2026 is \$125,000. The remaining balance after round one is \$48,425.34. A summary of applications and committee recommendations is attached, along with a copy of the Matching Grant application.

Commissioner Herzog will be providing an overview of the committee's recommendations for the Board's consideration. Please contact me if you have any questions.

**Bismarck Parks and Recreation District
Matching Grant Applications Round Two**

June 2026

Applicant	Project Title	Project Description	Assistance Requested	Applicant's Contribution	Total Estimated Cost	Proposed Funding Recommended
Bismarck Horse Club & North Dakota Cutting Horse Association	Walt & Evelyn Neuens South Arena Upgrade	Replace the south arena's wood rail fence with a welded/panel fence	\$7,500.00	\$7,500.00	\$15,000.00	\$7,500.00
Fastrax BMX	2026 Maintenance & Network Improvements	Asphalt the new balance bike track & upgrade to the facilities internet to meet streaming needs.	\$10,008.04	\$10,008.04	\$20,016.08	\$10,008.04
Teddy Roosevelt Family Day	Teddy Roosevelt Family Day	Equipment and materials to support the Teddy Roosevelt Family Day	\$677.45	\$677.45	\$1,354.90	\$677.45
ALL APPLICANTS	N/A	N/A	\$18,185.49	\$18,185.49	\$36,370.98	\$18,185.49



**BISMARCK PARKS AND
RECREATION DISTRICT**
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Matching Grant Application 2026

FACILITIES • GROUNDS • EQUIPMENT



PURPOSE

The purpose of the **Matching Grant Program** is to encourage associations, organizations, clubs, or individuals to sponsor a project in a Bismarck Parks and Recreation District (BPRD) facility or park for the advancement of recreation opportunities in Bismarck.

INITIAL PROJECT REVIEW: **Prior to submission and deadline, Mike Wald, Facilities and Programs Director, must be contacted at 222-6455 to conduct an initial project review to make sure project meets minimum specifications.**

RECOGNITION OF MATCHING GRANT: The approved projects shall have a recognition plaque, dedication, or some other recognition signifying the project is part of the BPRD Matching Grant Program.

ADMINISTRATION AND ACCOUNTING: Administration and accounting procedures will be determined by agreement with approved parties. All approved projects on BPRD property must follow BPRD purchasing guidelines, local ordinances, and state laws. Upon completion of the projects on BPRD property, BPRD will assume ownership of the improvement or equipment, unless other arrangements are agreed upon.

WHO CAN APPLY: Associations, organizations, clubs, or individuals in the BPRD who are interested in applying for a grant to sponsor a project may apply. Projects must be facility improvements and may include the purchase of recreation equipment.

SCHOOL DISTRICT PROPERTY: Projects on school district property must have a letter of support from the school district's buildings and grounds supervisor and school principal.

APPLICATION OBTAINED AT: BPRD Office, 400 East Front Avenue Bismarck, ND 58504. Applications will be available after January 1 of each year.

APPLICATION DEADLINES: Application deadlines for 2026 are 5:00 pm on February 2 (Round 1) and June 1 (Round 2).

FUNDS AVAILABLE: The Board of Park Commissioners shall determine how much, if any, will be available each budget year for matching funds and may change or make exceptions to the amount at any time. \$125,000 has been budgeted for 2026.

APPLICATION REVIEW/INTERVIEW: After the deadline, a committee of staff and Commissioners will review all applications, conduct a short interview with applicants, and make recommendations to the Board of Park Commissioners at the February 19 and June 18 Park Board meetings.

APPLICATION APPROVAL/DENIAL: Letters will be sent to all applicants, indicating the approval or denial of grant money. For those approved, an agreement will be sent to the successful project sponsors, which states the provisions of the grant funds.

- FUNDING:** Projects will be funded at no more than 50 percent of the total estimated cost, or up to a maximum of **\$25,000**, whichever is less. The Matching Grant Program provides a dollar-for-dollar match. The program does not consider matching funds for projects with in-kind expenses. The Board of Park Commissioners, at its discretion, may approve matching funds of over **\$25,000**.
- PROJECT SPONSOR CERTIFICATION:** The project sponsor must certify that they have the necessary funds for their share of the total estimated project's cost.
- GREATEST CONSIDERATION:** Projects that will receive the greatest consideration are as follows:
- Projects that fit into the BPRD's strategic plan, mission and vision.
 - Projects that serve a wide variety of people or large number of people, rather than to projects serving a limited group.
 - Projects that can be used throughout the year – more than one season.
 - Projects that have a developmental plan approved or reviewed by BPRD.
 - Projects that are on BPRD property.
 - Playground projects must comply with current playground standards and guidelines. Playgrounds that include a ramp with an accessible route will receive the highest consideration.
- NO CONSIDERATION:** Projects that will **NOT** receive consideration for funding:
- Projects on private property as fixed improvements that aren't open to the public.
 - Personnel, operations, consultants.
 - Projects that have begun before grant approval.
 - Projects that use in-kind expenses as a match for grant application.
 - No clothing or uniforms.
- PROJECT COMPLETION:** The approved projects must be completed in the year they are awarded, unless approved by BPRD Facilities and Programs Director.

2026 MATCHING GRANT APPLICATION

APPLICATION DEADLINE: 5:00 PM ON FEBRUARY 2 AND JUNE 1

COMPLETE AND RETURN TO:

Bismarck Parks and Recreation District • Attn: Mike Wald
400 E. Front Ave. • Bismarck, ND 58504 • (701) 222-6455
mwald@bisparks.org

1. DATE OF APPLICATION: _____

2. APPLICANT: _____

CONTACT PERSON: _____ IF SCHOOL, PRINCIPAL'S NAME: _____

ADDRESS: _____ CITY: _____

STATE: _____ Zip: _____ TELEPHONE NUMBER: (H) _____ (C) _____

EMAIL ADDRESS: _____

3. PROJECT TITLE: _____

4. ESTIMATED PROJECT START DATE: _____ COMPLETION DATE: _____

5. DESCRIPTION OF PROPOSED PROJECT (INCLUDE LOCATION AND SITE MAPS WHERE APPLICABLE):

6. JUSTIFICATION FOR PROJECT:

7. ESTIMATED NUMBER OF PEOPLE BENEFITED: _____

8. ESTIMATED AGE CATEGORIES BENEFITED: _____

9. TOTAL ESTIMATED PROJECT COST (INCLUDE ANY PRICE QUOTES OR COST ESTIMATES RECEIVED):

10. AMOUNT OF ASSISTANCE REQUESTED: _____

11. AMOUNT OF APPLICANT'S CONTRIBUTION: _____

12. OTHER SOURCES OF ASSISTANCE (NAME, TYPE, AMOUNT):

13. BY SIGNING OR TYPING MY NAME BELOW, I HEREBY CERTIFY THAT FUNDS IN THE AMOUNT OF \$ _____
(AT LEAST 50 PERCENT OF TOTAL ESTIMATED COSTS) ARE AVAILABLE FOR THE ABOVE STATED PROJECT.

SIGNATURE: _____

TITLE: _____

DATE: _____

PROJECT COST ESTIMATES

Attach any written cost estimates received from vendors or contractors, etc.

PROJECT ITEM	UNITS	ESTIMATED COST
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
	TOTAL:	_____

APPLICATION CHECKLIST

- Initial project review with Facilities and Programs Director?
- Application completed?
- Project sponsor certification of funds available?

SCHOOL PROJECTS:

- Letter of approval from BPS Buildings and Grounds?
- Letter of approval from school principal?