



City of Green River
City Council Meeting
Agenda Documentation

Preparation Date: January 12, 2023	Department: Parks and Recreation
Meeting Date: February 7, 2023	Department Head: Brad Raney
	Presenter: Consent Agenda

Subject:

To receive approval from the Governing Body to apply for and accept Rec Mil Funds from Sweetwater County School District #2 which would allow the Parks and Recreation Department to provide a 4th session of Summer Swimming Lessons, Summer Day Camp transportation, field trips, and Jr. Jazz expansion.

Background/Alternatives:

The City of Green River Parks & Recreation Department currently is budgeted to offer three sessions of Summer Swim Lessons. Two of these sessions will be held at the Recreation Center and two at the Green River High School Aquatics Center. Each session is Monday-Thursday for two weeks. The Green River community continues to have a strong interest in Swimming. The Green River Parks and Recreation Department strives to meet the demand, but falls short every year. In 2022, we provided group swim lessons to 1,370 participants but turned away 226 students that we were unable to register for swim lessons because the classes were full. One more two-week session would help us meet the demand for group swimming lessons in the community.

The additional Fourth Summer Swim Lesson sessions that were funded by Rec. Mil funds in the Summers of 2020, 2021 and 2022, saw 93 students, 166 students and 165, respectively. Without this funding, the fourth sessions would not have been offered and 424 students would not have had this swimming experience.

The City of Green River Parks and Recreation Department currently offers Summer Day Camp for children K-6th grade for the upcoming school year. Each day participants are engaged in group activities that combine both physical and educational components. We utilize a School District #2 facility to offer the program and then children are bused to different locations for additional activities and field trips by School District #2 transportation. Currently the City does not have a means of transporting the children in the program and we have built a great partnership with the School District to provide safe and efficient transportation for this program and field trip experiences.

The City of Green River Parks and Recreation Department currently offers Jr. Jazz Basketball for 3rd-6th grade participants. This is a six-week program that heavily depends on parent volunteers to coach teams. The average number of participants based on total registrations from 2020 through 2022 is 181 per season. We would like to expand this program and offer this activity to 1st/2nd grade participants. We strongly feel that this will help in the development of fundamental skills, teamwork, sportsmanship while encouraging participants to have fun! We have a great partnership with School District #2 and appreciate the use of the facilities for games and practices. We are seeking assistance with the

purchase of four portable basketball systems to complete the 1st/2nd grade expansion. These will be stored at the Recreation Center and will be available for future activities within the community.

Attachments:

Completed Applications for Rec. Mil Funds

Fiscal Impact:

Swim Lessons:

Rec Mil Request = \$8,081.60

Summer Day Camp:

Rec Mil Request = \$18,400

Leisure Program Jr. Jazz:

Rec Mil Request = \$4000

Staff Impact:

The additional session of swim lessons will impact part-time Instructors and Operations Assistants by allowing them to work two more weeks during the summer months. These additional hours should help the Parks and Recreation Department retain employees throughout the entire summer instead of losing them to other employment opportunities.

This request will not affect the Summer Day Camp or Leisure Program Youth Sports full-time or part-time employees.

Legal Review:

N/A

Suggested Motion:

I move to approve the Parks and Recreation Department to apply for and accept Rec. Mil funds from Sweetwater County School District #2 in the amount of \$30,481.60 for a fourth session of summer swim lessons, Summer Day Camp transportation, field trips and youth sports equipment.

SWEETWATER COUNTY SCHOOL DISTRICT #2 REC BOARD
320 Monroe Avenue
Green River, WY 82935
307-872-5500

APPLICATION FOR RECREATION PROJECT FOR AGENCIES OUTSIDE OF SWEETWATER COUNTY SCHOOL DISTRICT #2

Due date for all grant applications: March 1

- Please read the Policies and Procedures attached to this form.
- All applications must be submitted to 320 Monroe Avenue, Green River, WY 82935, In triplicate (3 copies) by 6:00 p.m. on March 1.
- Applications will not be accepted electronically or by fax.
- An incomplete application will not be considered. Although incomplete applications will be returned to applicants by U.S. Mail., SWSD#2 is not obligation to notify applicants of incomplete applications prior to the application due date.

GRANT APPLICATION ARE PROCEDURES CAN BE FOUND IN THE SWSD#2 WEBSITE (www.swcsd2.org) AND AT THE END OF THIS APPLICATION. IT IS THE APPLICANTS RESPONSIBILITY TO REVIEW THESE PRIOR TO COMPLETING THIS APPLICATION.

Please complete the following. Attach additional sheets as needed.

Name of Club/Organization: City of Green River Parks and Recreation Department

Address of Club/Organization: 50 East 2nd North

City/State/Zip: Green River, WY 82935

Phone Number: 307-872-0514 E-mail address: cduncombe@cityofgreenriver.org

Federal Tax Identification Number or Social Security Number: 83-6000065

All non-district organizations must supply a tax ID number. Please see attached notice.

Name of primary contact or sponsor: Katie Duncombe

Phone number & e-mail address if different from above: _____

Please check all that apply:

- Public Agency Private non-profit agency
 Private for profit agency School club; Name of School _____

NAME OF PROJECT: Green River Parks and Recreation Department Summer Day Camp Program

Has this project been funded by SWSD#2 Rec Board in the past? Yes No

What is the total dollar amount request from SWSD#2 Rec Board for this project? \$ 18,400

1) Describe your club/organization by answering the following:

a) What is the purpose of your club/organization?

Mission Statement: Green River Parks and Recreation will promote community health, strong families, economic strength, and a high quality of life for all by collaboratively providing safe, well maintained and affordable parks, facilities, and programs.

b) When are the club's/organization's regularly scheduled meeting dates and times (e.g. weekly on Thursday at 4 p.m., or the third Thursday of every month)?

Green River Parks and Recreation Department hours: Monday-Friday 8:00 AM-5:00 PM

c) If you do not meet regularly, how often and when do you plan to implement your project?

The Summer Day Camp Program will be Monday-Friday, May 30 through July 28, 2023, daily 7:30 am - 5:30 pm. There will be a week break from July 3-7, 2023.

- d) How many members are involved with your club/organization?
The estimated average participation for one day of summer day camp is 100 children. This is the maximum number of children per day we are able to provide services to.
- e) What age group does your club/organization involve?
Kindergarten through 6th grade (23/24 school year)
- f) How many officials/sponsors are involved with your club/organization?
There are 13 staff on site daily.
- g) What is the sponsor-to-member ratio?
1 staff per 7 children
- h) What is the name and title of the adult primarily responsible for the club/organization?
Katie Duncombe, Recreation Supervisor

- 2) What is the primary purpose of your project and how does it support the purpose of the SWSD#2 Rec Board, which is to “support programs to increase community participation in a variety of recreational endeavors which are available to the public as well as maintain quality facilities which are used by all stakeholders”?

The City of Green River Parks and Recreation Department currently offers Summer Day Camp for children K-6th grade for the upcoming school year. Daily participants are engaged in group activities combining both physical and educational components. We use a School District #2 facility to offer the program and then bus to different locations for additional activities and field trips by School District #2 transportation. Currently the City does not have a means of transporting the children; we have built a great partnership with the School District to provide safe and efficient transportation for this program.

- a) Specify what recreational opportunities will be provided to the public through your project.

Participants are engaged throughout the summer with 8 weeks of themed activities. Recreational opportunities specifically provided to the public through this project are comprised of a wide variety of happenings including; recreational swimming, gymnastics, free play at playgrounds and splash park, archery, field trips to state parks and historic sites, outdoor excursions, sporting games at local facilities, and activities at our local library system. Once again we will be providing a different kind of program which will involve self-directed recreation and learning. Children will have a large array of choices in their summer experience.

- 3) Why should this project be funded?

The project should be funded to maintain and continue this program in our community. It provides a safe recreational and educational place for our youth in the summer. Keeping children engaged throughout the summer months helps working families in our community. Whether summer day camp provides one child an entire summer of activities or only one week of activity, they have a chance to experience new ways to recreate in and around our community and may decide to introduce these places and activities to their families.

- 4) Describe in detail what activities will be involved in your project and how those activities relate to the purpose of your project.

Summer Day Camp Program:

There are 8 weeks of summer day camp from May 30 through July 28, 2023. Each week participants will follow the same basic schedule of activities, which require transportation:

Monday:

- Community Activities (Bowling, Sweetwater Creations, Yoga, Karate)
- Self-Directed Recreation options to include (arts, home economics, reading, STEM, physical activity, sports and games)

Tuesday:

- Gymnastics Class (Introduction to gymnastics working on balance and body awareness)
- Splash Park at Evers
- Self-directed Recreation options to include (art, physical activity and science)

Wednesday:

- Archery at FMC Red Barn (Basic Archery Skills)
- Sweetwater County Library Presentations and Activities
- Self-Directed Recreation options (home economics, STEM, art and physical activity)
- Summer Movie Series

- Dip, Dodge and Slide with Rock Springs Parks and Recreation

Thursday:

- Field Trips (Out of town trips – Ag Day, South Pass City, Flaming Gorge Dam)
- Self-directed Recreation options to include (art, photography, physical activity and science)

Friday:

- Green River Recreation Center (Fun Fitness Classes, Swimming and Games)
- Self-directed Recreation options to include (art, sewing, physical activity and science)

- 5) Please list any websites that pertain to this club, organization or project.

www.cityofgreenriver.org

- 6) What are the beginning and ending dates of your project? *(Please refer to the funding availability dates to make sure your project does not incur expenses before funding would be available)*

Summer Day Camp- May 30-July 28, 2023 (The first billing cycle for services is provided after July 1)
Closed July 3-7, 2023

- 7) Please list **in detail** any equipment or supplies that will be needed to implement/run the project, and the estimated costs. Please be specific (e.g. "basketballs at \$20 each for a total of \$120" is acceptable, whereas "balls - \$120" is not acceptable) You may attach a separate list if necessary

Summer Day Camp would like to implement the following:

Eight field trips x \$6 x 80 participants = \$3,840

Eight community based experiences x \$4 x 80 participants = \$2,560

Total in experience fees: \$6,400

- 8) If your application could potentially impact structures or grounds of the Sweetwater County School District #2, including electrical, plumbing and HVAC, you must attach a copy of the SWSD#2 Maintenance Department's **completed and signed** work order request for an impact evaluation of the project. Applications will not be considered without this documentation, and will be returned.

Summer Day Camp is housed by Sweetwater County School District #2; no changes are made to structures or grounds.

- 9) Please list **in detail** any travel expenses the project will require. Please include departure and return dates, destination(s), modes of transportation, number of participants (adults and minors) traveling, and any other pertinent information.

Transportation 2023 (SAMPLE) There will be approximately 100 children and 13 adults transported to these locations each day. Based on previous years our estimated expense will be \$12,000.

Summer Day Camp

Monday

1:30 pm - Pick up from Monroe to Community Business

3:00 pm - Pick up from Community Business to Monroe Elementary

Tuesday

9:45 am - Pick up from Monroe to Expedition Island Pavilion

11:00 am - Pick up from Expedition Island Pavilion and take back to Monroe

1:15 pm - Pick up from Monroe to Sweetwater County Events Complex

4:00 pm - Pick up from Sweetwater County Events Complex to Monroe

Wednesday

8:45 am - Pick up from Monroe to FMC Red Barn

9:45 am - Pick up from Monroe to FMC Red Barn and take group 1 back to Monroe

11:00 am - Pick up FMC Red Barn to Monroe

1:30 pm - Pick up from Monroe to Rock Springs Century West Park

4:00 pm - Pick up from Century West Park to Monroe

Thursday

8:30 am - Pick up from Monroe Elementary to Out of Town Field Trip

5:00 pm - Return to Monroe Elementary

Friday

8:30 am - Pick up from Monroe to the Green River Recreation Center

11:45 am - Pick up from Green River Recreation Center to Monroe Elementary

- 10) Describe how you will advertise, promote and/or notify the public about your program to insure the public is aware of the recreational opportunity.

Summer Day Camp will be advertised on the City of Green River Website, the Green River Parks and Recreation Brochure, fliers dispersed through the elementary schools, and on the City of Green River and Green River Parks and Recreation Facebook pages. Ads will also go out through local media outlets.

- 11) What kind of training, if any, will be required to implement/run the project?

Staff will attend general trainings beginning in March on logistics of the program along with how to facilitate self-directed recreation and learning. They will also attend specific training for leading archery and other skilled activities provided to the campers during the summer months. Additional trainings will include safety and security and behavior management along with CPR and First Aid.

- 12) What is the name, title and relationship to the club/organization of the person responsible for implementing and maintaining the project?

The person responsible for implementing the Summer Day Camp program for the City of Green River is Katie Duncombe, Recreation Program Supervisor.

- 13) Describe other financial contributions, in-kind, case or matching funds, which have been or will be made toward this project if any?

The fee for Summer Day Camp is as follows:

\$645 per student for the entire summer (8 weeks)

\$92 per week per student

\$28 per day per student

Families with more than one child receive a discount of 25% off per addition children.

Families that qualify for assistance will receive 50% off the registration fee.

The City's cost to administer the program is \$119,713 in staffing, operations and maintenance.

- 14) Is this a one-time request or will future funding be needed to continue this project?

This is the eighth year the City has requested funds for the Summer Day Camp program transportation and the third year to request experience fees. This is most likely a future funding need to sustain the program.

- 15) If the project will extend past the grant period, what are the club's/organization's plan for sustaining the project?

Funding will be requested from the City of Green River to sustain the future of the project if it extends past the grant period.

Attach a detailed projected budget for your project or organization, itemizing all expenses. You may use the attached form, or develop any format that you think explains the project's budget. Additionally, if you are reapplying, you must attach a final report or status report. A template can be found on the SWSD#2 website (www.swcsd2.org)

By signing this application I acknowledge that I have read and will comply with all policies and procedures of the Sweetwater County School District #2 Rec Board.

Dated: 1/12/23


Signature of Grant Applicant

Signature of Building Principal/Supervisor

(Only if application is being submitted by SWSD#2 employee)

Note: SWSD#2 Rec Board funds are available because of a recreation mill levy in the county. This is made possible by an act of the legislature and action taken by the SWSD#2 Board of Trustees. These funds can be used only for community public recreation purposes. For additional information call 307-872-5500

OFFICE USE ONLY:

Approved **Date Approved** _____ **Ending Date of Grant** _____

Denied **Reason** _____

Signed (Rec Board Chair or designee) _____

SWEETWATER COUNTY SCHOOL DISTRICT #2 REC BOARD
Budget Form

Agency City of Green River		EXPENSES Staff Salaries (employee of agency) Recreation Coordinator: 720 hours x 19.09/hour = \$13,744.80 Recreation Assistant: 400hrs x \$17.13/hour x 4 employees = \$27,408 Instructors: 400hrs x \$ 15.62/hour x 4 employees = \$24,992 Operations Assistants: 400hrs x \$ 14.24/hour x 4 employees = \$22,784	AMOUNT: \$88,928.80
		Staff Benefits (25.13%)	\$
Program Summer Day Camp		Contracted Services:	\$0
REVENUE	AMOUNT	Repairs & Maintenance	\$
		Rental	\$
		Postage	\$
Funds requested from SWSD#2 Rec Board	\$18,400	Telephone	\$
Fees being charged participants	\$645 per summer x approx. 80 participants = \$51,600	Advertising	\$
In-Kind Contributions	\$	Printing	\$
Donations	\$	Supplies	\$30,784.81
Other Grants	\$	Equipment & Machinery (provide detailed list)	\$
Other Cash/Funds	\$	Dues & Fees	\$
Other Revenues: (please describe) City of Green River Budget	\$49,713.61	Other Expenses (please describe)	
TOTAL REVENUE FUNDS	\$119,713.61	TOTAL EXPENSES	\$119,713.61

Reminder: When completing a budget, the revenues and expenses must balance

Date: 1/12/23	Completed by: Katie Duncombe
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Additional Comments:
Note: This is a sample budget page. You may develop any format that you think explains your program.

END OF APPLICATION

SWEETWATER COUNTY SCHOOL DISTRICT #2 REC BOARD
320 Monroe Avenue
Green River, WY 82935
307-872-5500

APPLICATION FOR RECREATION PROJECT FOR AGENCIES OUTSIDE OF SWEETWATER COUNTY SCHOOL DISTRICT #2

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Please complete the following. Attach additional sheets as needed.

Name of Club/Organization: City of Green River Parks and Recreation Department_____

Address of Club/Organization: 50 East 2nd North_____

City/State/Zip: Green River, Wyoming 82935_____

Phone Number: (307) 872-6151 _____ E-mail address: sschumacher@cityofgreenriver.org_____

Federal Tax Identification Number or Social Security Number: 83-6000065_____

All non-district organizations must supply a tax ID number. Please see attached notice.

Name of primary contact or sponsor: Sherry Schumacher, Recreation Supervisor_____

Phone number & e-mail address if different from above: (307) 872-0517, sschumacher@cityofgreenriver.org_____

Please check all that apply:

- Public Agency _____ Private non-profit agency
 Private for profit agency _____ School club; Name of School _____

NAME OF PROJECT: 4th Session of Summer Swim Lessons_____

Has this project been funded by SWSD#2 Rec Board in the past? Yes No _____

What is the total dollar amount request from SWSD#2 Rec Board for this project? \$ 8,081.60_____

1) Describe your club/organization by answering the following:

a) What is the purpose of your club/organization?

Mission Statement: Creating recreational opportunities through people, parks and programs.

b) When are the club's/organization's regularly scheduled meeting dates and times (e.g. weekly on Thursday at 4 p.m., or the third Thursday of every month?

Green River Parks and Recreation Department hours: Monday-Friday 8:00 AM-5:00 PM

c) If you do not meet regularly, how often and when do you plan to implement your project?

The 4th session of Summer Swim Lessons will be Monday-Thursdays, July 31-August 10, 2023. Lessons are from 9:00 AM-11:45 AM and 6:00 PM-7:05 PM. A full-time staff person will be assigned to the project

d) How many members are involved with your club/organization? The average participation for a session of Summer Swim Lessons is 160 students_____

e) What age group does your club/organization involve? 6 months thru Adult_____

f) How many officials/sponsors are involved with your club/organization? N/A_____

g) What is the sponsor-to-member ratio? N/A_____

h) What is the name and title of the adult primarily responsible for the club/organization? Sherry Schumacher, Recreation Programs Supervisor_____

2) What is the primary purpose of your project and how does it support the purpose of the SWSD#2 Rec Board, which is to “support programs to increase community participation in a variety of recreational endeavors which are available to the public as well as maintain quality facilities which are used by all stakeholders”?

The City of Green River Parks & Recreation Department currently is budgeted to offer three sessions of Summer Swim Lessons. Two of these sessions will be held at the Recreation Center and two at the Green River High School Aquatics Center. Each session is Monday-Thursday for two weeks. The Green River community continues to have a strong interest in Swimming. The Green River Parks and Recreation Department strives to meet the demand, but falls short every year. In 2022, we provided group swim lessons to 1,370 participants but turned away 226 students that we were unable to register because the classes were full. One more two-week session would help us meet the demand for group swimming lessons in the community.

The additional Fourth Summer Swim Lesson sessions that were funded by Rec. Mil funds in the Summers of 2020, 2021 and 2022, saw 93 students, 166 students and 165, respectively. Without this funding, the fourth sessions would not have been offered and 424 students would not have had this swimming experience.

a) Specify what recreational opportunities will be provided to the public through your project.

Swimming itself is a recreational opportunity. Swimming is a great way to increase muscular strength and muscle tone -- especially compared to several other aerobic exercises. Swimming offers the ability to work your body without harsh impact to your skeletal system. Unlike exercise machines in a gym that tend to isolate one body part at a time (i.e. bicep curl machine) swimming puts the body through a broad range of motion that helps joints and ligaments stay loose and flexible. Since Green River is a community that is surrounded by water and with a river running right through, it is imperative that every citizen of Green River has the opportunity to learn to swim.

3) Why should this project be funded?

This project should be funded to provide an additional opportunity for the citizens of Green River to improve their swimming skills and learn how to be safe in, on and around the water. It will attract more users to the Green River High School Aquatics Center, allowing the facility to be utilized by a segment of the community who might not otherwise enjoy it.

4) Describe in detail what activities will be involved in your project and how those activities relate to the purpose of your project.

American Red Cross Learn-to-Swim Program:

The six learn-to-swim levels and the objectives for each level include:

1 Introduction to Water Skills: helps students feel comfortable in the water and to enjoy the water safely.

- 2 Fundamental Aquatic Skills: gives students success with fundamental skills.
- 3 Stroke Development: builds on the skills in Level 2 by providing additional guided practice.
- 4 Stroke Improvement: develops confidence in the strokes learned and to improve other aquatic skills.
- 5 Stroke Refinement: provides further coordination and refinement of strokes.
- 6 Swimming and Skill Proficiency: refines the strokes so students swim them with ease, efficiency, power and smoothness over greater distances. Level 6 is designed with "menu" options. Each of these options focuses on preparing students to participate in more advanced courses, such as Water Safety Instructor and Lifeguard Training. These options include:

Personal Water Safety

Fundamentals of Diving

Fitness Swimming

Parent and Child Aquatics

Parents and children (ages 6 months up to 5 years) learn together to increase a child's comfort level in the water and build a foundation of basic skills, such as arm and leg movements and breath control.

- 5) Please list any websites that pertain to this club, organization or project.
www.cityofgreenriver.org
- 6) What are the beginning and ending dates of your project? (*Please refer to the funding availability dates to make sure your project does not incur expenses before funding would be available*)

The 4th session of Summer Swim Lessons will be Mondays-Thursdays, July 31-August 10, 2023.

- 7) Please list **in detail** any equipment or supplies that will be needed to implement/run the project, and the estimated costs. Please be specific (e.g. "basketballs at \$20 each for a total of \$120" is acceptable, whereas "balls - \$120" is not acceptable) You may attach a separate list if necessary

Three hundred dollars is required for the following materials: lifejackets, fins, floats, noodles and dive toys.

- 8) If your application could potentially impact structures or grounds of the Sweetwater County School District #2, including electrical, plumbing and HVAC, you must attach a copy of the SWSD#2 Maintenance Department's **completed and signed** work order request for an impact evaluation of the project. Applications will not be considered without this documentation, and will be returned.

This session is planned to be held at the Green River High School Aquatics Center.

- 9) Please list **in detail** any travel expenses the project will require. Please include departure and return dates, destination(s), modes of transportation, number of participants (adults and minors) traveling, and any other pertinent information.

N/A

- 10) Describe how you will advertise, promote and/or notify the public about your program to insure the public is aware of the recreational opportunity.

Swimming Lessons will be advertised on the City of Green River website, the Green River Parks and Recreation Spring/Summer Brochure, on the City of Green River and the Green River Parks and Recreation Facebook pages

11) What kind of training, if any, will be required to implement/run the project?

N/A

12) What is the name, title and relationship to the club/organization of the person responsible for implementing and maintaining the project?

Sherry Schumacher, Recreation Programs Supervisor is responsible for implementing the Swim Lessons program for the City of Green River

13) Describe other financial contributions, in-kind, case or matching funds, which have been or will be made toward this project if any?

There is \$32/student fee for Swim Lessons that will offset some of the expenses. Please refer to the detailed budget.

14) Is this a one-time request or will future funding be needed to continue this project?

This is the ninth time the City and School District #2 have partnered for the Swim Lesson program. These Summers were successful in the program's participation levels. Future funding may be needed to ensure the program's sustainability.

15) If the project will extend past the grant period, what are the club's/organization's plan for sustaining the project?

Funding will be requested from the City to sustain the future of the project if it extends past the grant period.

Attach a detailed projected budget for your project or organization, itemizing all expenses. You may use the attached form, or develop any format that you think explains the project's budget. Additionally, if you are reapplying, you must attach a final report or status report. A template can be found on the SWSD#2 website (www.swcsd2.org)

By signing this application I acknowledge that I have read and will comply with all policies and procedures of the Sweetwater County School District #2 Rec Board.

Dated: 1/18/2023

Sherry Schumacher
Signature of Grant Applicant

Signature of Building Principal/Supervisor
(Only if application is being submitted by SWSD#2 employee)

Note: SWSD#2 Rec Board funds are available because of a recreation mill levy in the county. This is made possible by an act of the legislature and action taken by the SWSD#2 Board of Trustees. These funds can be used only for community public recreation purposes. For additional information call 307-872-5500

SWSD#2 Rec Board does not discriminate on the basis of race, color, national origin, sex, age, disability, political affiliation, religion or belief.

OFFICE USE ONLY:		
<input type="checkbox"/> Approved	Date Approved _____	Ending Date of Grant _____
<input type="checkbox"/> Denied	Reason _____	
Signed (Rec Board Chair or designee) _____		

SWEETWATER COUNTY SCHOOL DISTRICT #2 REC BOARD
Budget Form

Agency		EXPENSES	AMOUNT
		Staff Salaries (employee of agency) Instructors: ___40___ hrs x \$ ___15.62___/hour x ___17___ employees = \$10,621.60 Instructor Aides: ___40___ hrs x \$ ___14.25___/hour x ___4___ employees = \$2,280.00	\$12,901.60
		Staff Benefits (25.13%)	\$
Program		Contracted Services (Student helpers, professional services, bookkeeping, etc)	\$
REVENUE	AMOUNT	Repairs & Maintenance	\$
		Rental _____	\$
		Postage _____	\$
Funds requested from SWSD#2 Rec Board	\$8,081.60	Telephone	\$
Fees being charged participants	\$32.00 x approx. 160 participants = \$5,120.00	Advertising	\$
In-Kind Contributions	\$	Printing	\$
Donations	\$	Supplies	\$300.00
Other Grants	\$	Equipment & Machinery (<i>provide detailed list</i>)	\$
Other Cash/Funds	\$	Dues & Fees	\$
Other Revenues: (<i>please describe</i>)		Other Expenses (<i>please describe</i>)	
	\$		\$
TOTAL REVENUE FUNDS	\$13,201.60	TOTAL EXPENSES	\$13,201.60

Reminder: When completing a budget, the revenues and expenses must balance

Date: 1/18/2023	Completed by: <i>Betsy Schumacher</i>
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Additional Comments:

Note: This is a sample budget page. You may develop any format that you think explains your program.

END OF APPLICATION

SWEETWATER COUNTY SCHOOL DISTRICT #2 REC BOARD
320 Monroe Avenue
Green River, WY 82935
307- 872-
5500

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Address of Club/Organization: 50 East 2nd North

City/State/Zip: Green River, WY 82935

Phone Number: 307-872-0515 E-mail address: bstoeger@cityofgreenriver.org

Federal Tax Identification Number or Social Security Number: 83-6000065

All non-district organizations must supply a tax ID number. Please see attached notice.

Name of primary contact or sponsor: Brandy Stoeger

Phone number & e-mail address if different from above: N/A

Please check all that apply:

- Public Agency Private non-profit agency
 Private for profit agency School club; Name of School _____

NAME OF PROJECT: Green River Parks and Recreation Department Jr. Jazz Basketball

Has this project been funded by SWSD#2 Rec Board in the past? Yes No

What is the total dollar amount request from SWSD#2 Rec Board for this project? \$ 4,000

1) Describe your club/organization by answering the following:

- a) What is the purpose of your club/organization?
Mission Statement: Green River Parks and Recreation will promote community health, strong families, economic strength, and a high quality of life for all by collaboratively providing safe, well maintained and affordable parks, facilities, and programs.
- b) When are the club's/organization's regularly scheduled meeting dates and times (e.g. weekly on Thursday at 4 p.m., or the third Thursday of every month)?
The Jr. Jazz program is scheduled to meet twice per week for six weeks. This includes the practices and games for the season.
- c) If you do not meet regularly, how often and when do you plan to implement your project?

The Jr. Jazz program is a six-week rec league experience. This will run in October and November each year.

- d) How many members are involved with your club/organization? _
The estimated average participation for one season of Jr. Jazz Basketball is 181 participants. This number will increase with the proposed age group addition.
- e) What age group does your club/organization involve?
First grade through 6th grade (23/24 school year)
- f) How many officials/sponsors are involved with your club/organization?
There are two staff members, two basketball officials as well as volunteer coaches during program games.
- g) What is the sponsor-to-member ratio?
There will be a minimum of four adults to the 20 players between the two teams during games.
Practices will have 2 adults per team of 10 players.
- h) What is the name and title of the adult primarily responsible for the club/organization?
Brandy Stoeger, Recreation Supervisor

- 2) What is the primary purpose of your project and how does it support the purpose of the SWSD#2 Rec Board, which is to "support programs to increase community participation in a variety of recreational endeavors which are available to the public as well as maintain quality facilities which are used by all stakeholders"?

The City of Green River Parks and Recreation Department currently offers Jr. Jazz Basketball to 3rd-6th grade for the upcoming school year. Daily participants are engaged in team activities combining both physical and social components. We utilize School District #2 facilities to offer these youth programs to Sweetwater County families. Leisure Programs rely heavily on the great partnership that has been established with School District #2. These programs would not be possible without this relationship.

- a) Specify what recreational opportunities will be provided to the public through your project.

Participants are engaged in this particular activity throughout the fall and winter months with six weeks of healthy activity. Recreational opportunities are specifically provided to the public through this youth program. We will be offering an addition to this established program for 1st-2nd grade. This will allow the younger age group the opportunity to learn fundamental skills while having a great time with peers. Confidence will grow as they age up to the next level.

- 3) Why should this project be funded?

The project should be funded to maintain, continue and expand this program in our community. It provides a safe recreational place for our youth during the fall and winter months. Keeping children engaged throughout the colder seasons allows these community members to participate in a healthy activity outside of the school and home. These participants are given the chance to meet new people within different schools. These programs help promote sportsmanship, friendships, good listening skills, and what it means to be a great teammate.

- 4) Describe in detail what activities will be involved in your project and how those activities relate to the purpose of your project.

Jr. Jazz Basketball will be October 9th through November 16th 2023. Practices are Monday through Thursday anytime between 4 PM and 8 PM. Games take place Monday through Thursday at 6:30 PM and 7:30 PM.

- 5) Please list any websites that pertain to this club, organization or project.

www.cityofgreenriver.org

- 6) What are the beginning and ending dates of your project? (*Please refer to the funding availability dates to make sure your project does not incur expenses before funding would be available*)

Jr. Jazz Basketball will be October 9th through November 16th 2023. Practices are Monday through Thursday anytime between 4 PM and 8 PM. Games take place Monday through Thursday at 6:30 PM and 7:30 PM.

- 7) Please list in detail any equipment or supplies that will be needed to implement/run the project, and the estimated costs. Please be specific (e.g. "basketballs at \$20 each for a total of \$120" is acceptable, whereas "balls - \$120" is not acceptable) You may attach a separate list if necessary

Leisure Program Youth Sports would like to implement the following:

Four portable basketball hoops: \$1,000 each

Total amount for the equipment fees: \$4,000

- 8) If your application could potentially impact structures or grounds of the Sweetwater County School District #2, including electrical, plumbing and HVAC, you must attach a copy of the SWSD#2 Maintenance Department's completed and signed work order request for an impact evaluation of the project. Applications will not be considered without this documentation, and will be returned.

Youth Sports are housed by Sweetwater County School District #2; no changes are made to structures or grounds.

- 9) Please list in detail any travel expenses the project will require. Please include departure and return dates, destination(s), modes of transportation, number of participants (adults and minors) traveling, and any other pertinent information.

Travel will not be required for this request or activity

- 10) Describe how you will advertise, promote and/or notify the public about your program to insure the public is aware of the recreational opportunity.

Leisure Program Youth Sports will be advertised on the City of Green River Website, the Green River Parks and Recreation Brochure, fliers dispersed through the elementary schools, mass email through our participation list, and on the City of Green River and Green River Parks and Recreation Facebook pages. Ads will also go out through local media outlets.

- 11) What kind of training, if any, will be required to implement/run the project?

Recreation staff will attend general equipment trainings before the season begins. They will be responsible for setting out the equipment before practices and games.

- 12) What is the name, title and relationship to the club/organization of the person responsible for implementing and maintaining the project?

The person responsible for implementing Leisure Program Youth Sports for the City of Green River is Brandy Stoeger, Recreation Program Supervisor.

- 13) Describe other financial contributions, in-kind, case or matching funds, which have been or will be made toward this project if any?

The fee for Jr. Jazz Basketball is as follows:

\$30.00 per participant for the season (6 weeks)

\$42.00 per participant. Includes registration fee and game jersey.

\$22.50 per participant with the additional child discount of 25%.

\$34.50 per participant with the additional child discount and game jersey.

\$12.00 game jersey.

The City's cost to administer the program is \$10,930.00 in staffing, operations and maintenance.

- 14) Is this a one-time request or will future funding be needed to continue this project?

This is the first year Leisure Programs has requested funding for Jr. Jazz Basketball. This will most likely be a one-time request for the listed amount. Leaving possibility for future funding if the program continues to grow. In this event, more funding may be requested to maintain or purchase additional equipment.

- 15) If the project will extend past the grant period, what are the club's/organization's plan for sustaining the project?

Funding will be requested from the City of Green River to sustain the future of the project if it extends past the grant period.

Attach a detailed projected budget for your project or organization, itemizing all expenses. You may use the attached form, or develop any format that you think explains the project's budget. Additionally, if you are reapplying, you must attach a final report or status report. A template can be found on the SWSD#2 website (www.swcsd2.org)

By signing this application I acknowledge that I have read and will comply with all policies and procedures of the Sweetwater County School District #2 Rec Board.

Dated: 1/26/23

Brandy Hoeger
Signature of Grant Applicant

Signature of Building Principal/Supervisor

(Only if application is being submitted by SWSD#2 employee)

Note: SWSD#2 Rec Board funds are available because of a recreation mill levy in the county. This is made possible by an act of the legislature and action taken by the SWSD#2 Board of Trustees. These funds can be used only for community public recreation purposes. For additional information call 307-872-5500

SWSD#2 Rec Board does not discriminate on the basis of race, color, national origin, sex, age, disability, political affiliation, religion or belief.

OFFICE USE ONLY:

Approved Date Approved _____ Ending Date of Grant _____

Denied Reason _____

Signed (Rec Board Chair or designee) _____

SWEETWATER COUNTY SCHOOL DISTRICT #2 REC BOARD
Budget Form

Agency		EXPENSES	AMOUNT
City of Green River		Staff Salaries (employee of agency) Recreation Assistant: 200hrs x \$17.13/hour x 2 employees = \$3,426 Operations Assistants: 300hrs x \$ 14.24/hour x 3 employees = \$4272	\$7698.00
		Staff Benefits (25.13%)	\$
Program Jr. Jazz Basketball		Contracted Services:	\$0
REVENUE	AMOUNT	Repairs & Maintenance	\$
		Rental	\$
		Postage	\$
Funds requested from SWSD#2 Rec Board	\$4000	Telephone	\$
Fees being charged participants	\$30 per registraion x approximatley 231 participants = \$6930	Advertising	\$
In-Kind Contributions	\$	Printing	\$
Donations	\$	Supplies	\$3232.00
Other Grants	\$	Equipment & Machinery (provide detailed list)	\$
Other Cash/Funds	\$	Dues & Fees	\$
Other Revenues: (please describe) City of Green River Budget	\$	Other Expenses (please describe)	
TOTAL REVENUE FUNDS	\$10930.00	TOTAL EXPENSES	10930.00

Reminder: When completing a budget, the revenues and expenses must balance

Date: 1/26/23	Completed by Brandy Stoeger
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Additional Comments:
Note: This is a sample budget page. You may develop any format that you think explains your program.

END OF APPLICATION