



## RECREATION PARTNERS PROGRAM

### 2016 Recreation Partners Program Grants

#### **Program Statement**

Halifax County Commissioners approved \$23,000 to promote recreation in Halifax County for 2016. Eligible recipients must be located within Halifax County.

#### **Deadline**

The deadline for receipt of proposals is 5:00 P.M. on Friday, April 8, 2016. Proposals should be mailed or delivered to:

Dia H. Denton  
Halifax County Manager's Office  
PO Box 38  
Halifax, NC 27839

Faxed or emailed proposals will not be accepted.

#### **Grant Amounts**

The maximum grant amount will be no more than \$2,000. Organizations who receive funding will be required to submit a performance report from the end of the prior fiscal year and/or a copy of the most recent audit. Organizations who receive funding are also subject to review during the County's annual audit. Organizations will be required to sign a contract with Halifax County for purposes of distributing funds granted. Salaries and/or stipends will not be funded through this program for any member of the applying organization. Contracted services for specific instruction may be allowed as related.

#### **Selection Process**

Proposals will be reviewed by representatives of the Halifax County Management Team and the Halifax County Board of Commissioners. Recommendations will be sent to the full Board of Halifax County Commissioners for final approval. Each application will be evaluated according to the following criteria:

Project Description  
Timeline and Scope of Work  
Area Served Within Halifax County  
Number of individuals served  
Program Orientation  
Duration of the service or equipment  
Project budget  
Audit or Financial Statement  
Child v/s Adult Recreation

Based on the number and quality of proposals received, applicants may or may not receive the full amount of grant funds requested. Each proposal should address each of the criteria above in narrative form, attaching any necessary documentation as support. The attached *Applicant Information Sheet* **must** also be completed and submitted with the proposal.

Preference will be given to district or county-wide organizations rather than individual elements of those organizations.

Applicants will be notified by mail of the County's decision.

Halifax County will award these grants without regard to race, color, national origin, gender or religion.

Questions regarding the application process should contact the County Manager's Office at (252) 583-1131 or directly to Dia Denton, Deputy County Manager, via email at [dentond@halifaxnc.com](mailto:dentond@halifaxnc.com).

## Applicant Information Sheet

Name of Organization \_\_\_\_\_

Project Title \_\_\_\_\_

Contact \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

Federal ID Number \_\_\_\_\_

Non-profit designation \_\_\_\_\_

Amount Requested \_\_\_\_\_

Total Project Cost \_\_\_\_\_

Does your organization undergo an annual audit? \_\_\_\_\_

***\*\*Please print legibly or your application may not be considered.\*\****