

## **Recreational and Adaptive Equipment Project Guidelines 2018**

### **I. Background**

Living Healthy in Washington County (LHWC) is pleased to announce an opportunity to apply for the 2018 Recreational and Adaptive Equipment Project. These funds are made available through the Statewide Health Improvement Partnership (SHIP), which strives to help Minnesotans lead longer, healthier lives by preventing the chronic disease risk factors of tobacco use and exposure, poor nutrition and physical inactivity.

The Statewide Health Improvement Partnership (SHIP) can help play a part in keeping individuals healthy by working to provide safe and accessible opportunities for physical activity for all ages and abilities. SHIP funds will be awarded to aid organizations to increase access to physical activity opportunities through the purchase of recreational and adaptive equipment, adaptive bicycles and related safety equipment, bike racks, trail benches or bike maintenance stations. Priority populations for this project are those that experience health disparities for physical inactivity. This includes children, seniors, people with mobility issues, and low income individuals and families. SHIP strategies will result in improved health status of these populations and build toward overall health equity in Minnesota. To be eligible for funding, organizations must be located within Washington County.

### **II. Funds and Project Timeline**

We anticipate funding four applications not to exceed \$2,500 each. Applicants are required to provide a 10 percent match of the total funding requested. Only one project per organization is allowed. Approved funds are provided on a reimbursement basis. Purchases made prior to signed contract date will not be reimbursed.

- Applications are due by 4:00 p.m. on January 19, 2018. Funds will be available starting February 2018 through October 31, 2018.
- Funds will be made available to partners on the date of the signed and approved agreement with the County
- Reporting expectations include: informal monthly check-ins, a site visit and a final report on October 31, 2018

### **III. Project Criteria and Focus Areas**

SHIP funds will assist community organizations with active living goals to promote biking and recreational activity in the community for all ages and abilities by providing recreational equipment, adaptive bikes, trail benches, bike racks and/or bicycle maintenance stations near community parks and trails. Consideration will be given to organizations that are interested in supporting priority populations by adding adaptive equipment to their existing equipment loan programs. SHIP funds are limited to pre-approved equipment purchases only and cannot be used for installation or equipment maintenance.

### **IV. Funding Requirements**

- Organizations located in Washington County, and have the capacity to reach target population of residents with disabilities or adults 60 and older.
- Selected partners will receive a grant agreement for signature in order to receive funds to purchase adaptive bike or other approved bicycle equipment.
- Applicants must provide a 10 percent match of the total funding requested.
- Projects must be geared toward sustainable policy, systems, or environmental changes (see Section V. for “Definitions and Examples”)
- A designated project lead must meet with LHWC staff to finalize the action plan, timelines, budget, evaluation plan, and a county agreement.
- The project lead must be able to carry out general business practices for accounting, record keeping, timely invoicing and reporting. The project lead may assign someone from the organization these duties and responsibilities if necessary.
- Project lead will complete required reporting (see Section II)
- All communication pieces (print ads, newsletters, websites, blogs, news releases, letters to the editor, public service announcements, news conference materials, promotional items, handouts, signs, sponsorships, etc.) must be reviewed by LHWC staff, include required grant language and be approved by the Minnesota Department of Health (MDH) before printing, publication or distribution.
- SHIP funds must be spent by October 31, 2018.

EXAMPLES OF ALLOWABLE & UNALLOWABLE USES of SHIP Funds		
Category	Allowable	Unallowable
Equipment	<ul style="list-style-type: none"> <li>• Adaptive bikes and related safety equipment</li> <li>• Bike racks</li> <li>• Bicycle maintenance stations</li> <li>• Trail benches</li> <li>• Recreational equipment suitable for loaning system (requires prior approval)</li> </ul>	<ul style="list-style-type: none"> <li>• Installation and maintenance of equipment</li> <li>• Capital improvements or construction projects. No permanent structures may be purchased or constructed</li> <li>• Playground equipment, fitness stations, disc golf, heart rate monitors and electronic pedometers</li> <li>• Stationary equipment such as treadmills</li> </ul>

## V. Definitions and Examples

The following are definitions and examples are related to the focus areas.

- Policy change refers to standards or guidelines that can be formal or informal. An example would be to update the “bike plan” on a bi-yearly basis and include funds to maintain trails and equipment as needed.
- System change refers to practices that can have multiple impacts within an organization. An example would be to increase effective efforts to incorporate services for the targeted population such as developing an effective sign out process for adaptive equipment or planning for a bike rodeo or similar bike safety event.
- Environmental change refers to a physical or material change within a building or on a trail. Examples include: Creating space for storing and maintaining bicycle equipment or updating maps and trail signage to identify new equipment or related biking amenities.

## VI. Adaptive Equipment Resources

Freedom Concepts	<a href="http://www.freedomconcepts.com/">http://www.freedomconcepts.com/</a>
Disabled Sports USA	<a href="http://www.disabledsportsusa.org/">http://www.disabledsportsusa.org/</a>
Inclusive Fitness Coalition	<a href="http://incfit.org/node/37">http://incfit.org/node/37</a>
Industrial Bicycles	<a href="http://www.industrialbicycles.com/">http://www.industrialbicycles.com/</a>
Gateway Cycle	<a href="https://gatewaycycle.com/">https://gatewaycycle.com/</a>
Strider Bikes	<a href="https://www.striderbikes.com/">https://www.striderbikes.com/</a>

### Bike Equipment Resources

Dero	<a href="https://www.dero.com/shop/">https://www.dero.com/shop/</a>
Saris Cycling Group	<a href="https://www.sarisparking.com/">https://www.sarisparking.com/</a>
Madrax	<a href="http://www.madrax.com/Home.aspx">http://www.madrax.com/Home.aspx</a>
Bike Fixation	<a href="https://www.bikefixation.com/">https://www.bikefixation.com/</a>
TrailMate	<a href="http://www.trailmate.com/">http://www.trailmate.com/</a>

**If Questions Contact:** Natalie Vasilj at 651-430-6736 or  
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If you need assistance due to disability or language barrier please call 651-430-6001 (TTY 651-430-6246)