

**Active Living - Recreational and Adaptive Equipment  
Partner Project Application Guidelines - 2021-2022**

**I. Background**

Living Healthy Washington County (LHWC) is pleased to announce an opportunity to apply for the 2021-2022 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.

SHIP Recreational and Adaptive Equipment funds will be awarded to help cities and community organizations create safe and accessible opportunities for physical activity for all ages and abilities. Priority populations for this project are those that experience health disparities for physical inactivity. This includes older adults, women, persons with mobility issues, people of color, recent immigrants, members of LGBTQ communities, those with lower educational attainments and those in lower income groups. To be eligible for funding, organizations must be located within Washington County.

**II. Funds and Project Timeline**

Funding is competitive and award amounts may vary. The total budget for any project cannot exceed \$5,000. Applicants are required to provide a 10 percent match of the total funding requested. Funds will be available upon a signed agreement date through October 31, 2022. Approved funds are provided on a reimbursement basis. Purchases made prior to signed contract date will not be reimbursed. Details for submitting an application can be found on the application form.

<b>Activity</b>	<b>Due Date</b>
Application Due	4:00 pm, Wednesday, December 15, 2021
Funds Awarded	Funds will be made available to partners on the date of the signed & approved agreement with the County.
Funds Must Be Spent By	October 31, 2022
Final Report Due	November 10, 2022

*Supported by the Statewide Health Improvement Partnership, Minnesota Department of Health*

### 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. This funding is designed to benefit the community and therefore adaptive equipment cannot be assigned to one individual or family for an extended period of time.

### IV. Definitions and Examples

The following are definitions and examples related to this strategy.

- **Policy change** refers to standards or guidelines that can be formal or informal. An example would be to update a master parks or trail plan with a schedule and funding plan for trail maintenance and incorporating more amenities for people with mobility issues.
- **System change** refers to practices that can have multiple impacts within an organization. An example would be to increase access to active living resources for a priority population through a placemaking initiative that improves comfort, safety, belonging, and well-being.
- **Environmental change** refers to a physical or material change within a building or on a trail. Examples include: identifying and designating accessible trails with accessible parking, trail signage, benches, trail assessments, and promotion to those with mobility issues.
- Creating space for storing and maintaining bicycle equipment or updating maps and trail signage to identify new equipment or related biking amenities.
- **Priority populations** include: older adults, women, people of color, persons with disabilities, those with lower education attainment, and those in lower income groups

### V. Funding Requirements

- Organizations must be located in Washington County, and have the capacity to reach one or more priority populations of adults 60 and older, women, people with mobility issues, and low-income individuals and families.
- Proof of 1.5 million liability insurance is required.
- 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 IV. 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.
- Evaluation and reporting is required. Assistance will be provided as needed.
- 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, 2022.

## **VI. Equity and Racism Resources**

America Walks: Pedestrians are People Too: The Criminalization of Jaywalking

- Pedestrians are People Too: The Criminalization of Jaywalking  
<https://www.youtube.com/watch?v=gYOIJ-ASAY4>

The webinar above explores the criminalization of walking, race-based biases involved in enforcement, and the responsibility we all have in supporting a culture of safe and accessible walkability for everyone.

Arrested Mobility: Addressing Barriers to Physical Activity in the Black Community

- Health: To Be Determined - Using Built Environment to Relieve Communities from Arrested Mobility - National Association of Chronic Disease Directors <https://chronicdisease.org/health-to-be-determined-using-built-environment-to-relieve-communities-from-arrested-mobility/>

The above webinar examines the forces that limit the access of Black Americans to active transportation and spaces where they can engage in physical activity. Topics such as coercive policing strategies, racial boundaries, and mass transit policies by state and local governments are explored.

The Untokening: Transformative Talk: New Mobility & Mobility Justice

- New Mobility and Mobility Justice <https://www.youtube.com/watch?v=RMhVPANX9Mk>

The Untokening is a multiracial collective that centers the lived experiences of marginalized communities to address mobility justice and equity. The above webinar features panelists that explore mobility justice and how inequalities happen as we move through the world, especially as new transportation technologies are developed.

**EXAMPLES OF ALLOWABLE & UNALLOWABLE USES of SHIP Funds**

\*Please note this is not an exhaustive list of funding expenses

Category	Allowable	Unallowable
Advertising/ Promotion	<ul style="list-style-type: none"> <li>• Print posters and display materials</li> <li>• Creation and production of promotional materials (Graphic Design)</li> <li>• Reasonable costs for photocopying, postage, and office supplies</li> <li>• Print, radio, TV, and cable media promotions</li> <li>• Translation or interpretation services related to evaluation, planning, or implementation of PSE change</li> <li>• Walking and bicycling maps</li> </ul>	<ul style="list-style-type: none"> <li>• Advertising and promotion of single/one-time classes or activities</li> <li>• Advertising and promotion not tied to sustainable change</li> </ul>
Equipment	<ul style="list-style-type: none"> <li>• E-Bikes, adaptive bicycles or trikes for seniors or persons with disabilities</li> <li>• Bike racks, event bike racks, and covered bike parking or bike shelters</li> <li>• Bicycle maintenance stations</li> <li>• Trail benches with community promotion to support physical activity for seniors or persons with disabilities to take breaks</li> <li>• Storage units for approved equipment</li> <li>• Adaptive recreational equipment to be added to existing equipment loan programs (requires prior approval)</li> </ul>	<ul style="list-style-type: none"> <li>• Trail lighting</li> <li>• Welcome signs</li> <li>• Ongoing event expenses</li> <li>• Fat tire bicycles or mountain bicycles</li> <li>• Trishaw passenger bicycles or throttle powered E-bikes</li> <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>
Facilitator Trainings	<ul style="list-style-type: none"> <li>• Prior approval is required</li> <li>• Train staff to facilitate approved trainings (i.e., bike rodeo or walkable communities training)</li> <li>• Speaker or facilitator fees clearly tied to policies, systems and environmental changes identified in the action plan</li> </ul>	<ul style="list-style-type: none"> <li>• Non-approved training materials and speaker fees</li> <li>• Implementation costs for an on-going training or courses for employees</li> </ul>

**EXAMPLES OF ALLOWABLE & UNALLOWABLE USES of SHIP Funds**

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Category	Allowable	Unallowable
Staff Time	<ul style="list-style-type: none"> <li>Up to \$500 of partner project funds (or 10% of total grant amount) may be allocated to staff time dedicated to implementing the approved action plan.</li> </ul>	<ul style="list-style-type: none"> <li>Teaching/facilitating fitness activities and on-going or one time classes</li> <li>On-going staff time for implementation of related programs</li> </ul>

**VII. Resources**

AARP Livable Communities	<a href="https://www.aarp.org/livable-communities/">https://www.aarp.org/livable-communities/</a>
AmericaWalks	<a href="http://americawalks.org">http://americawalks.org</a>
Minnesota Walks	<a href="http://www.dot.state.mn.us/peds/minnesota-walks.html">http://www.dot.state.mn.us/peds/minnesota-walks.html</a>
Walk Friendly Communities	<a href="http://walkfriendly.org/">http://walkfriendly.org/</a>
Active Living Research	<a href="http://www.activelivingresearch.org">http://www.activelivingresearch.org</a>
Freedom Concepts	<a href="https://www.freedomconcepts.com/product-lines/adaptive-bikes/">https://www.freedomconcepts.com/product-lines/adaptive-bikes/</a>
Disabled Sports USA	<a href="http://www.disabledsportsusa.org/">http://www.disabledsportsusa.org/</a> (search adaptive equipment)
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>
Strider Bikes	<a href="https://www.striderbikes.com/">https://www.striderbikes.com/</a>
Dero (racks and maintenance)	<a href="https://www.dero.com/shop/">https://www.dero.com/shop/</a>
Saris Cycling Group	<a href="https://www.sarisinfrastructure.com/">https://www.sarisinfrastructure.com/</a>
Madrax	<a href="http://www.madrax.com/Home.aspx">http://www.madrax.com/Home.aspx</a>
TrailMate	<a href="http://www.trailmate.com/">http://www.trailmate.com/</a>
Placemaking	<a href="https://www.completecommunitiesde.org/planning/inclusive-and-active/placemaking-intro/">https://www.completecommunitiesde.org/planning/inclusive-and-active/placemaking-intro/</a>

**For Questions Contact:**

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