

## Active Living Partner Project Guidelines

### I. Background

Washington County Public Health and Environment is pleased to announce an opportunity for cities, townships and municipalities to apply for 2026 funding for Active Living-related Partner Projects. These funds are made available through the Statewide Health Improvement Partnership (SHIP) and will focus on using Policy, Systems and Environmental changes to increase opportunities for physical activity.

Cities, townships and municipalities have a unique role in supporting healthy communities. SHIP funds will be awarded to a city, township or municipality that is implementing or expanding opportunities for their residents to be physically active.

To be eligible for funding, partners must be located within Washington County. Additional consideration will be given to applications that engage priority populations, i.e., older adults, people of color, persons with disabilities, and those in lower income groups.

### II. Funds and Project Timeline

Funding is competitive and award amounts may vary. The total budget for any project can range from \$5,000- \$10,000. 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, 2026. 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.

Activity	Due Date
Application Due	01/16/2026
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, 2026

### III. Project Criteria and Focus Areas

Successful applications will address improving access to physical activity for residents of Washington County. Applicants may utilize funds for internal staff time or for a consultant that is assisting with the planning, design or implementation of physical activity initiatives. Programmatic activities (e.g., sports leagues, recreation classes, promotional materials for



existing programs) are **not** eligible for funding. Construction projects are **not** eligible for funding.

Examples of this work could include:

- planning/design services for public transit infrastructure and access efforts;
- planning/design for a bike and pedestrian master plans;
- planning/design for complete streets policies and streetscape design;
- planning/design for safe routes to school efforts;
- planning/design for safe routes to parks efforts;
- adding bike racks, benches or bicycle maintenance stations to existing parks and trails;
- community engagement and assessment activities as it relates to one of the above.

This list is not exhaustive, please contact SHIP staff to discuss potential project ideas.

#### **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. For example, updating or creating a policy regarding use of public buildings or outdoor space for group and individual physical activity.
- System change refers to changes that impact multiple elements of an organization. For example, collaborate with or collect input from a broad range of partners to address inequities in access to physical activity and improve walking and biking within the community for all residents.
- Environmental change refers to a physical or material change within a specified space. For example, developing supports that promote physical activity by conducting a walk or bikeability assessment and implementing changes into a capital improvement plan or transportation plan.
- Priority populations include: older adults, people of color, persons with disabilities, and those in lower income groups.
- Health equity is the state in which everyone has a fair and just opportunity to attain their highest level of health. Achieving this requires focused and ongoing societal efforts to address historical and contemporary injustices; overcome economic, social, and other obstacles to health and healthcare; and eliminate preventable health disparities.
- **Funding Requirements**



Government Center | 14949 62nd Street North | P.O. Box 6 | Stillwater, MN 55082-0006  
P: 651-430-6655 | F: 651-430-6730 | TTY: 651-430-6246

[www.washingtoncountymn.gov](http://www.washingtoncountymn.gov)

*Washington County is an equal opportunity organization and employer*

- This funding is designated for cities or townships located within Washington County.
- 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 Washington County Public Health and Environment staff to finalize the action plan, timelines, budget, evaluation plan, and a county contract.
- 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. Assistance will be provided as needed.
- All communication pieces (including, but not limited to print ads, newsletters, websites, blogs, news releases, letters to the editor, public service announcements, news conference materials, promotional items, handouts, signs, sponsorships) must be reviewed by Washington County Public Health and Environment 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, 2026.

**For Questions Contact:**

Maria Bonilla, 651.387.9308, [maria.bonilla@washingtoncountymn.gov](mailto:maria.bonilla@washingtoncountymn.gov)

If you need assistance due to disability or language barrier please call 651-430-6001 (TTY 651-430-6246).



Government Center | 14949 62nd Street North | P.O. Box 6 | Stillwater, MN 55082-0006

P: 651-430-6655 | F: 651-430-6730 | TTY: 651-430-6246

[www.washingtoncountymn.gov](http://www.washingtoncountymn.gov)

*Washington County is an equal opportunity organization and employer*