

PLAYGROUND IMPROVEMENTS GUIDELINE

October 14, 2011

I. PURPOSE

The purpose of this document is to clarify the criteria and the approval for proposed playground projects on school district property.

All changes to school district playgrounds must be approved and coordinated through the Facilities and Transportation Department by contacting the Grounds Coordinator at 701-323-4505. The Grounds Coordinator will assist in the planning stages and present the project to the Director of Facilities and Transportation for final approval.

II. REQUIREMENTS

- A. New Equipment Installations – New equipment projects must follow the guidelines of the National Playground Safety Institute. Reference can be made to ASTM F1487 – the standard for consumer safety performance specification for playground equipment for public use and CPSC Publication No. 325 – Public Playground Safety Handbook. New equipment projects must also comply with the 2010 ADA Standards For Accessible Design including ASTM 1951 and ASTM 1292.
- B. Projects involving the installation or removal of playground equipment need to be planned so that the installation or removal can take place between the dates of June 1st and August 15th of each year.
- C. Benches, tables and other outdoor furnishings –may be accepted if there is a suitable location and the style is complementary to the buildings and grounds.
- D. PTO Groups are eligible to apply for a playground improvement grant thru Facilities and Transportation. Applications can be found on the Bismarck Public Schools website under Facilities and Transportation, Grounds Department.
- E. The Grounds Coordinator will place all equipment orders.
- F. Due to the fact that playground standards change, equipment is deemed unsafe because of wear or outdoor furnishings may become weathered. The School District, with out notice to the individual or individuals who requested the equipment, may relocate or remove the equipment.

III. EXAMPLES OF UNACCEPTABLE EQUIPMENT

- A. Unacceptable equipment included but not limited to are animal swings, swinging gate and doors, trapeze bars, swinging exercise rings and platform swings. These are examples of equipment that are not recommended for public playgrounds

Facilities and Transportation (11/04)

The purpose of the Grant Program is to encourage associations, organizations, clubs, or individuals to sponsor a project on a Bismarck Public Schools facility for the advancement of recreational opportunities in Bismarck.

Application Deadline	Application deadlines are February 15 of each year.
Funds Available	Funds will be approved based on: type of proposed project, condition of existing equipment, and playground safety standards compliance.
Application Approval/Denial	Letters will be sent out to all applicants, revealing the approval or denial of grant money. For those approved, a contract will be sent out to the successful project sponsors, which states the provisions of the grant funds.
Funding Percentage	Projects could be funded up to a maximum of \$5,000.
In-Kind Expenses	In-kind expenses that are included are labor for removal and installation of equipment.
Project Sponsor Certification	The project sponsor must certify that they have the necessary funds for their share of the total estimated project cost.
Project Completion	The approved projects must be completed in the year they are awarded, otherwise grant funding will be lost.
Ordering of Equipment	Equipment orders will all be placed thru the Facilities and Transportation office by the Grounds Coordinator

If you have any questions please contact Nicole Schwehr, Grounds Coordinator at 323-4509.



PLAYGROUND GRANT APPLICATION
BISMARCK PUBLIC SCHOOL DISTRICT #1
Facilities and Transportation (11/04)

1. APPLICANT		
School Name	Date of Application	
Contact Person	Telephone Number	
Address		
2. PROJECT DETAILS		
Project Location (exact location on school grounds)		
Vendor of Product Purchased	Estimated Delivery Date	
Description of Product (Include drawing of project)		
Justification for Project		
3. PROJECT FUNDING		
Total Estimated Project Cost (Include Materials list from Vendor)	Assistance Required	
4. OTHER SOURCES OF FUNDING		
Name	Name	Name
Type	Type	Type
Amount	Amount	Amount
5. CERTIFICATION		
I hereby certify that funds in the amount of \$ <input style="width:100px;" type="text"/> are available for the above stated project.		
NAME		TITLE
SIGNATURE X		DATE
FOR OFFICE USE ONLY		
Year	Date Received	
Previous Support	Amount Requested	Amount Funded