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**Grant Application**

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**Instructions**

Please read this document carefully and be sure to review the Qwest Foundation Grant Guidelines before completing this application. You may reproduce this form on your computer, or type or legibly print the requested information. Please keep your answers as brief as possible. This application is also available on the Web at [www.qwest.com](http://www.qwest.com).

**All grant applicants:** Please complete the application, include the required attachments, and sign and date the application.

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**General Information**

Name of Organization: City of Rapid City, Department of Parks and Recreation

Federal Tax Identification Number: 46-6000-380

Address: 125 Waterloo Street

City: Rapid City State: SD Zip Code: 57701

Telephone: (605) 394-5225 Fax: (605) 394-5226

Organization Web Address: www.rcparksandrec.org

Executive Director (Mr) Mrs. Ms. Other): Mr. Jerry W. Cole

Telephone: (605) 394-5225 Fax: (605) 394-5226

E-Mail Address: jerry.cole@rcgov.org

Primary Contact, if other than Executive Director (Mr. Mrs. Ms. Other): \_\_\_\_\_

Title: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Please provide a brief overview of the organization: The Rapid City Department of Parks and

Recreation consists of 4 divisions: Golf, Aquatics, Recreation and Golf. The Department's mission is to create and promote recreational opportunities and to preserve and enhance Rapid City's parks and natural areas to enrich the lives of the citizens of Rapid City.

**Grant Overview**

- Has the organization received a grant from Qwest in the last three years?  Yes  No  
If yes, please list dates and amounts: \_\_\_\_\_
- Please list any Qwest employees involved in your organization and their roles. none
- Amount Requested: \$50,000 Date of Application: 11/8/2007
- Type of Request (check one):  Program/Project  General Operating  Other  
(Please note: the Qwest Foundation focuses its funding on programs/projects)

5. Please briefly describe the program for which you are seeking support. The Parks and Recreation Dept. is in the process of designing and constructing a new park facility north of Interstate 90 in Rapid City. The grant funds requested will be used for design and construction of a playground component in the park. We anticipate using the "community-build" program which will involve community members from elementary-aged school children to adult volunteers. Children in grades K-5 will be involved with design of the project. Public meetings will be held at the schools to give kids an opportunity to assist with the design of the playground. Young adults from area schools will be involved with construction of the playground. The Kiwanis Central High School Key Club has offered to assist with construction when that time comes. The playground will also be available for use by the approximately 300-500 students who will attend a facility to be constructed at some point in the future by the Rapid City Area School District. The School District owns the property just east of Vickie Powers Park.

6. Does the request address Qwest funding priority area of PreK-12 Education?  Yes  No
7. Does the organization receive support from United Way?  Yes, \_\_\_\_\_% of budget  No
8. In an effort to help us better understand the communities we serve, we would like to ask for the following information.

Demographic Populations Served By Organization (please check all that apply)				
Age of Primary Population Served			Predominant Gender Served	
Youth <input checked="" type="checkbox"/>	Adult <input checked="" type="checkbox"/>	Seniors <input checked="" type="checkbox"/>	Female <input checked="" type="checkbox"/>	Male <input checked="" type="checkbox"/>
Predominant Ethnicity Served (select up to 3)				
American Indian / Alaska Native <input checked="" type="checkbox"/>	Hispanic <input checked="" type="checkbox"/>	African American <input type="checkbox"/>		
Asian or Pacific Islander <input type="checkbox"/>	White (Not of Hispanic Origin) <input checked="" type="checkbox"/>	Other (Please Specify)		

9. The organization's current year budgeted expenses of \$5,766,114 are 6.2 %  higher  lower than the previous year's actual expenses.
10. During the current fiscal year \$199,225 or \_\_\_\_\_% of the total expense budget is for administrative/overhead and fundraising expenses.
11. Has the organization experienced an operating deficit (i.e., expenses exceeded revenues) in the last two years?  Yes  No Please explain the deficit(s) above and the plan for reducing or eliminating it. \_\_\_\_\_
12. Does the organization have any outstanding tax or legal issues?  Yes  No  
If yes, please explain \_\_\_\_\_
13. Are all taxes current?  Yes  No

## Project Information

1. What are the timelines for the project and for fundraising? Design and construction of the playground will begin in 2008 with project completion anticipated in 2009
2. What is the budget for the program/project? The budget for this playground project is \$250,000.
3. How does this effort address a community need? Please describe the community and clients that will benefit. The playground facility we are requesting grant funding for will be included in the development of Vickie Powers Park which is the only city park located north of Interstate 90. The park is located near several affordable housing areas as well as new areas being developed to the north and east of the park.
4. Please explain how you have measured or will measure the success of the program/project. This is one of the fastest growing areas in the community and we anticipate a high degree of usage as soon as the facility is complete. The project will be a success when the playground is complete and being used by the multitude of kids, young adults and others living in this part of Rapid City.

## Required Attachments for All Grant Applicants

Please enclose one copy of each of the following items:

1. Cover letter
2. A copy of your current IRS determination letter indicating tax exempt 501(c)(3) status (Public entities may submit a letter indicating that they are a governmental sub-unit)
3. Board of Directors list, including names, phone numbers and affiliations (page v. in Annual Report)
4. Annual report, if available, or other material summarizing activities of the organization
5. Current year itemized operating revenue and expense budget for the organization
6. Most recent audited financial statements or IRS Form 990
7. A list of major corporate and foundation donors for the past two years (Not applicable)
8. A one-page summary of the organization's three major core programs or activities
9. Budget of program or project

If you are awarded a grant from the Qwest Foundation, we request that you publicize the grant in your newsletter and any internal publications. Are you willing to publicize the grant in these ways?

Yes  No

If awarded, please develop a communications plan that would include any or all of the following:

- Press release on your letterhead
- Press conference
- Permanent recognition signage
- Recognition on program materials
- Recognition on website

## Authorization

*The undersigned certifies that they are authorized to represent the organization applying for a grant and that the information contained in this application is accurate. The undersigned agrees that if a grant is awarded to the organization: (1) the grant will be used for the purpose outlined in the grant award letter and may not be expended for any other purpose without prior written approval from the Qwest Foundation, (2) Qwest has received nothing of material value in exchange for the grant, and (3) information about the organization and the grant may be used by Qwest in any published materials.*

Signature of Executive Director or Board Chair

Date