



CITY OF BLOOMINGTON NATURAL RESOURCES PARTICIPATION PROGRAM COMMUNITY PROJECT PROPOSAL

OVERVIEW

The City's Natural Resources Community Project Policy authorizes groups that are legally registered and active with the Minnesota Secretary of State to propose natural resource projects located on City-owned parks, open space, or natural areas. A project proposal must contain an active participation component by the applicant group.

Project proposals must, in the sole judgment of City staff, be consistent with all applicable City management and operational plans for the proposed location, and not create an undue burden on City resources, including staff time, equipment, supplies, or ongoing maintenance costs.

Parks and Recreation staff will review proposals and make a recommendation to the City's Parks, Arts, and Recreation Commission, who will consider the proposal during one of its regular meetings. The Parks, Arts, and Recreation Commission will make a recommendation to the City Council, who has final decision-making authority on all proposals.

Approved projects require a written, signed agreement with the City, outlining the scope of the project and the responsibilities of all parties. For approved projects, the City retains final decision-making authority for all aspects of the project, including design, delivery, installation, and maintenance.

Information on the City's parks and natural resources operational and management plans may be found in the following plans:

- [Parks System Master Plan](#)
- [Natural Resources Prioritization and Management Strategies Plan](#)
- [Minnesota River Valley Strategic Plan](#)

INSTRUCTIONS

Please review the City's Natural Resources Community Project Policy closely before submitting a proposal.

Please submit one (1) copy of the application materials to Bloomington Parks & Recreation Department at parksrec@BloomingtonMN.gov. Questions may also be directed to Parks and Recreation staff at 952-563-8877.

APPLICANT GROUP INFORMATION

Applicant/Organization Name: _____

Is the group registered and active with the Minnesota Secretary of State?

Yes If yes, please provide documentation of registered status

No If no, proposal cannot be considered

Registered Address: _____

City, State, Zip: _____

Phone: _____

Website: _____

Contact Person: _____

(The contact person should be available to answer questions about this application.)

Primary/Preferred Phone: _____

Primary/Preferred E-mail: _____

Applicant Group Annual Operating Budget, if any: _____

Does the Applicant Group carry liability insurance coverage:

Yes

No

Please provide a detailed description of the Applicant Group. Please include:

1. Primary focus/group mission.
2. Description of governance structure.
3. Description of volunteer resources.
4. Description of past projects undertaken by Applicant Group.

PROJECT INFORMATION

Project Name: _____

Proposed Project Location/Area: _____

Estimated total expense of proposed project: _____

Estimated long-term maintenance costs of the proposed project: _____

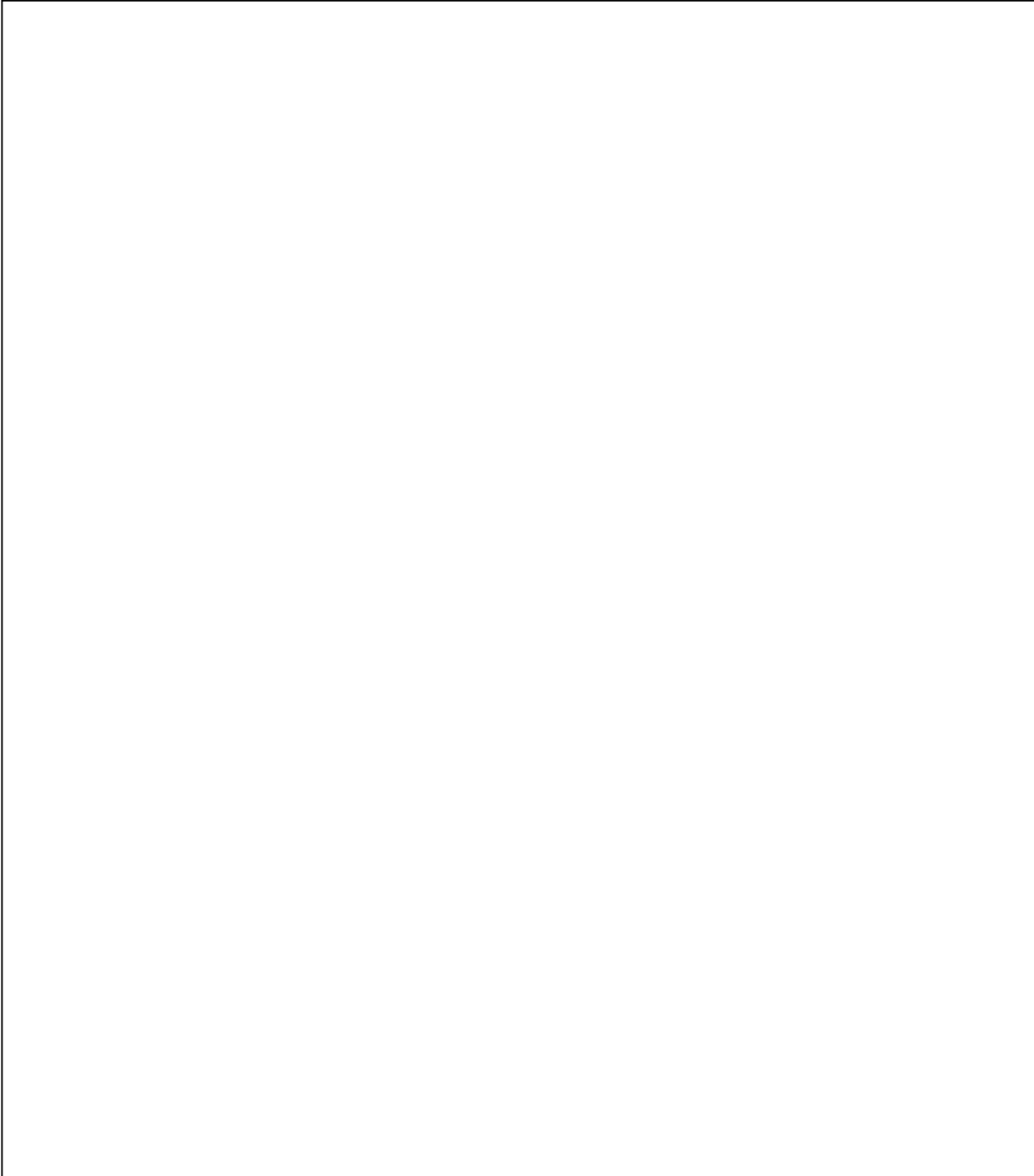
Total estimated expenses that City of Bloomington is expected to cover: _____

Please include a detailed description of the project below. Include the following:

1. Detailed project description.
2. Specific tasks to be completed by the Applicant Group.
3. Proposed project schedule.
4. Description of the Applicant Group's ability to complete assigned tasks – volunteer resources, financial resources, or other evidence of project feasibility without creating undue burden on City staff, equipment, or other resources.
5. Any long-term continuing maintenance tasks needed to preserve and maintain the project.

Please provide a description of the City of Bloomington resources needed to complete and maintain the project. Please include:

1. Detailed description of tasks, if any, to be completed by City staff.
2. Detailed description of equipment, supplies, or materials if any, required to be provided by the City.
3. Detailed description of any long-term maintenance tasks or costs expected from the City.



If outside funding is contemplated for the project, please provide a description of the sources of such funding. Please include:

1. Name of grant or program.
2. Amount of potential funding.
3. Known limitations or conditions on use of funding.
4. If requesting the City apply for a grant, provide a complete description of the grant.

Authorized Signature: _____ Date: _____

Please Print Name: _____