

# PLAYGROUND IMPROVEMENTS GUIDELINE

December 17, 2014

## 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 Supervisor at 701-323-4505. The Grounds Supervisor will assist in the planning stages and present the project to the Assistant 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 1<sup>st</sup> and August 15<sup>th</sup> 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 Supervisor 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

**PLAYGROUND GRANT APPLICATION**  
**BISMARCK PUBLIC SCHOOL DISTRICT #1**  
**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.

<b>Application Deadline</b>	Application deadlines are January 15 of each year.
<b>Funds Available</b>	Funds will be approved based on: type of proposed project, condition of existing equipment, and playground safety standards compliance.
<b>Application Approval/Denial</b>	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.
<b>Funding Percentage</b>	Projects could be funded up to a maximum of \$5,000.
<b>In-Kind Expenses</b>	In-kind expenses that are included are labor for removal and installation of equipment.
<b>Project Sponsor Certification</b>	The project sponsor must certify that they have the necessary funds for their share of the total estimated project cost.
<b>Project Completion</b>	The approved projects must be completed in the year they are awarded, otherwise grant funding will be lost.
<b>Ordering of Equipment</b>	Equipment orders will all be placed thru the Facilities and Transportation office by the Grounds Supervisor.

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



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

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

