

From: Resa Kierstein [mailto:rkierstein@nrpa.org]
Sent: Wednesday, July 07, 2010 3:10 PM
To: Jim Rodgers
Subject: Take Me Fishing Grant Agreement Documentation



**National Recreation
and Park Association**

July 7, 2010

Jim Rodgers
Williamson County Parks and Recreation Department
350 Discovery Bl
Cedar Park, TX 78613

Sent via email to: jrodgers@wilco.org

Dear Jim,

Congratulations! Williamson County Parks and Recreation Department has been selected as a grant recipient of the 2010_2011 Take Me Fishing™ program, supported by the Recreational Boating and Fishing Foundation's Youth Boating and Fishing Initiative.

As one of 70 Park and Recreation agencies selected, your efforts will serve to build and sustain programs and opportunities to engage young people and their families, in programs that will foster increased participation in recreational angling and boating, thereby augmenting public awareness and appreciation of the need for protecting, conserving and restoring the nation's aquatic resources.

Williamson County Parks and Recreation Department will receive the following items to support the programs and opportunities to engage a minimum of 2000 youth and families by **April 30, 2011** in recreational boating and fishing:

- ✓ Grant funding of \$5,000
- ✓ Marketing and Promotional materials including Take Me Fishing event planning tool kit, Best Practices Workbook, logo and marketing guides (NRPA and Take Me Fishing), and access to multiple professional and social network sites specific to parks and recreation and fishing.
- ✓ Complimentary access to technical support and experts via NRPA and RBFF
- ✓ Access Free online training for the general public
- ✓ Boating and Fishing Community Sustainability Guide
- ✓ Retention and Incentives Strategy Guide
- ✓ One Volunteer Management and National Background Screening Toolkit and services (applicable to NEW grantees only)

Contingent with receiving this grant funding, Williamson County Parks and Recreation Department is expected to achieve the following goals and objectives:

- ❖ Engage a minimum of 2,000 youth ages 6-15 and/or families by **April 30, 2011**, and ensure that 20% of this population belong to a minority group as outlined by the US Census, in recreational boating and fishing waterside, landside, in the classroom, via programming, seasonal and year round camps, after school programs, community events or festivals, and other opportunities where you engage youth and families in your community.
- ❖ All grant funding must be spent in total by April 30, 2011.
- ❖ Support a program or event that provides children and families with hands-on education or experience, specific to environmental conservation. Grant funding (under \$500) may be used to purchase video recording equipment. A digital video files account of this environmental conservation effort must be submitted to NRPA with your final evaluation by June 1, 2011. You may also use this same device to share related programmatic elements throughout the grant cycle.
- ❖ Complete the Best Practices for Boating, Fishing and Aquatic Stewardship Education on-line training (if not already completed)
- ❖ Utilize, to the best of your ability, the Volunteer Management Resources supplied to you
- ❖ Include, where applicable, the Take Me Fishing™ and NRPA logos in all promotional, advertising and communication messaging.
- ❖ Convene with local stakeholders to develop a common agenda to improve quality and opportunities for programming in the community.
- ❖ Participate in a Take Me Fishing™ program Webinar, Creating a Sustainable Fishing Program within your community. (date TBD)
- ❖ Participate in a national research study, hosted by Responsive Management in conjunction with the Recreational Boating and Fishing Foundation, to evaluate the effectiveness of hunting, fishing and shooting recruitment and retention programs. Your part will only focus on fishing and you will be contacted with plenty of advanced notice.
- ❖ Adhere to all OMB Cost Principles as outlined in 2 CFR 230 – [Cost Principles for Nonprofit Organizations](#)
- ❖ Agree to notify NRPA immediately of any changes in scope of project as submitted in grant application, or changes in key personnel.
- ❖ Ensure tangible, nonexpendable, equipment not exceed purchase price of \$5,000 for a single unit.
- ❖ Funds may not be used for land, including improvements and structures, lobbying or advocacy efforts, tangible personal property other than equipment and intangible property – trademarks, copyrights, patents and patent applications.
- ❖ Submit to NRPA copies of all photos, marketing and communications materials, testimonials from program participants, and stakeholders. All will be shared with RBFF and their constituents.
- ❖ Complete a post-grant survey provided by NRPA

- ❖ Submit a final report to NRPA by **June 1, 2011**. This report will include a wrap of all activities including those which took place between the grant end timeline of April 1, 2011 – June 1, 2011.
- ❖ Submit quarterly reports, supplied to you electronically, to NRPA on the following schedule:
 - ✓ July 1, 2010*
 - ✓ October 1, 2010
 - ✓ January 1, 2011
 - ✓ April 1, 2011
 - ✓ Final Evaluation, due June 1, 2011

*Report completed by NRPA on your behalf.

Grant Funding will be sent via UPS to the above address and will include a check in the amount of \$5,000. Budget and quarterly report templates along with marketing materials will be sent via email. All other items will be shipped to the supplied address.

We are very excited to have Williamson County Parks and Recreation Department as a Take Me Fishing™ Agency, with this designation comes a great level of pride and responsibility. We look to you as a leader in the field of parks and recreation to utilize your grant funding effectively to reconnect youth with the outdoors, engage youth in recreational boating and fishing and introducing a new life skill.

Please sign below to accept your grant. This document must be returned electronically (digital signature accepted) on or before **July 15, 2010**. Failure to return the document said date will result in a forfeit of your grant funding, no exceptions.

Return the signed document to Resa Kierstein at rkierstein@nrpa.org

Sincerely,

Resa Kierstein

Resa Kierstein
Sr. Manager, Business Development.
Department
National Recreation and Park Association

Jim Rodgers
Williamson County Parks and Recreation

Enclosures
cc: file
RCK/cp