

2025 Funding Request Form

Purpose

Funding from the Kane County Recreation & Transportation Special Service District (District) is intended to support a diverse range of projects that seek to improve transportation and recreation opportunities in Kane County.

Eligibility Criteria

1. Projects should focus on transportation infrastructure and recreational amenities.
2. Eligible entities include local governments, nonprofit organizations, community groups, and public-private partnerships.
3. Project must be located in Kane County.

Steps to Receive Funding

1. Application Process

- 1.1. Complete the application page (p.3) of this Funding Request Form.
- 1.2. Submit application, and other documents to the District clerk at ccutler@kane.utah.gov.
- 1.3. It is recommended to attach any in documents or information relevant to your project with your application.

2. Selection Process

- 2.1. The applicant, or designated representative must attend a District meeting to be considered for funding.
 - 2.1.1. The representative attending the meeting should be prepared to present before Board members (Board) a detailed overview of the project.
 - 2.1.2. Any documents included with the application will be accessible for review during the meeting by the clerk.
 - 2.1.3. The applicant may provide additional project-related documents to the Board during the presentation if they were not originally submitted with the application.
- 2.2. The Board will vote to approve or deny funding for each application on the agenda.

3. Reporting Process

3.1. ACCEPTANCE FORM

- 3.1.1. Successful applicants will be provided an Acceptance Form from the clerk upon a successful award of your project.
- 3.1.2. First time applicants will be provided a W9 to be submitted with the Acceptance Form.
- 3.2. Applicants must sign and return the Acceptance Form before funds will be distributed.
 - 3.2.1. The recipient will have 90 days to submit the signed Acceptance Form.

3.2.2. Failure to submit the Acceptance Form within the 90 days will require a new application process for that project.

3.2.3. Funds allocated by the District will be disbursed within 72 hours of a completed Acceptance Form.

1. POST-PROJECT FORM

1. Successful Applicants will have 180 days from funding approval to return the Post-Project Form.
 - a. Applicants are still eligible for funding for a different project during the 180 day reporting period of an approved project.
 - i. If a previously approved project reaches the 180-day deadline, your organization will not qualify to apply or receive funding for another application until the Post-Project Form for the previous project has been submitted and resolved.
 - b. Submit also a detailed budget, including invoices and receipts that outlines how the grant funds were utilized.
2. It is recommended to attach pictures of your project (if possible) with your Post-Project Form.
 - a. The District does not require recognition of funding, but may ask that your project be used as an example on the District website as a successful use of funds.

Additional Notes

1. At their discretion, the Board may discuss, review, research, or postpone the project application before approval or denial of funding.
2. At their discretion, the Board may require additional information, make adjustments, or impose contingencies upon an applicant on a case-by-case basis, which may not otherwise be noted in this document.

District Information

1. The District complies with Utah State Code 52-4-101 “Open and Public Meetings Act”.
2. Under Title 17D, Chapter 1, Special Service District Act; The Kane County Recreation & Transportation Special Service District (RTSSD) has been established for the purpose of furnishing transportation and certain limited recreation services within the area included within its boundaries, through facilities or systems acquired or constructed for that purpose through construction, purchase, lease, contract, gift, condemnation, or any combination thereof. (Kane County R.1996-2)

Any questions pertaining to the funding process, please reach out to ccutler@kane.utah.gov.

Applicant Name: _____ | Organization: _____

Project Name: _____ | Amount Requested: \$ _____

Completion Date: _____ | Recreation Project Transportation Project

Project Description: _____

- Has your organization previously received funding from the District for this project?
 Yes No
- Has your organization received funding from the District for any other projects unrelated to this one?
 Yes No
- Have you ever been denied funding from the District?
 Yes No
- Have you already sought or do you intend to seek funding for this project from other sources within Kane County?
 Yes No
- Will you or a representative be prepared to present your project before the Board at a District meeting?
 Yes No
- Will funds be expended on the project within 90 days of receiving District funding?
 Yes No
- Do you understand and agree to the terms outlined in this Funding Request Form?
 Yes No

A successful award on this occasion does not guarantee subsequent funding in the future.

I hereby certify that the facts, figures and representation made in this application, including all attachments, are true and correct to the best of my knowledge. Failure to comply with the funding requirements established by the RTSSD may disqualify the applicant for future funding.

Signature

Printed Name

Date