

Community Application Kit



OUR PARK PLACE is a New York based nonprofit organization devoted to assisting communities in transition in the creation of park and recreation spaces.

Please send all required documentation to:

Our Park Place

Yorkville Station

P. O. Box 287113

New York, NY 10128

Tel: 212.426.2092

Fax: 212.426.4986

www.ourparkplace.org



In order for OUR PARK PLACE to consider providing a donation of play and recreation equipment to your community certain requirements must first be met. This does not guarantee OUR PARK PLACE will be able to provide your community with park and recreation equipment. If all requirements are met, every effort will be made to include your community as part of our mission at OUR PARK PLACE.



COMMUNITY APPLICATION

Contact Information

Date: _____

Committee name: _____
(Organizing committee; e.g. Committee to Build Town Playground)

Mailing Address: _____

City: _____ County _____ State _____ Zip _____

Provide two alternative contacts. The process of managing the logistics of a project can be quite time consuming. It is therefore critical for the community to provide contact people who have the authority to make prompt decisions for the community and execute agreements with OUR PARK PLACE.

Primary Contact Person

Name and Title: _____

Email: _____

Preferred Phone: _____

Alternate Phone: _____

Fax: _____

Secondary Contact Person

Name and Title: _____

Email: _____

Preferred Phone: _____

Alternate Phone: _____

Fax: _____



Community Information

Community name: _____

Please check the one of the following:

Municipality _____ Housing Authority _____

Community web page: _____

Please provide the following information about your community. The information will be used in the selection process by Our Park Place. Provide as many additional pages as necessary..

1. Describe your community discussing its most recently history including events such as businesses moving out of or into the community, immigration, changing population etc..
2. How much funding does the community receive for play and recreation?
 - a. Total \$ _____
 - b. Local government _____
 - c. Outside government
 - i. Individuals _____
 - ii. Local companies _____
 - d. Other _____
3. Describe how your community might envision the role of the play facility over the next decade. Include any ideas how the facility could be used to benefit the community.
4. Provide the following information about your community.
 - a. Population _____
 - b. Population growth (5 years) _____
 - c. Number of families and children in community _____
 - d. Will the facility be open to public? Yes ____ No ____
 - e. Median family income _____
5. Please provide some additional information about the community by completing the table given below.



Age Group	Number of children	Ethnicity	Percentage
Under 2		White	
2-5		African-American	
5-12		Hispanic	
13+		Asian-Pacific Islands	
		Native American	
		Other	

Facility Information

1. Is there an existing playground on the proposed site? Yes____ No____
2. If yes, provide location of proposed site _____ .
 - a. Please provide the following information using as many additional pages as necessary.
 - Describe the current condition of playground. Include photo with application.
 - When was the playground constructed?
 - What is the type of playground equipment?
 - What type of safety surfacing, if any?
3. If no, location of proposed site:_____
4. List all other playgrounds in the community within a 2 mile radius of the proposed site and rate their condition from 1 to 5 with 1 being excellent and 5 hazardous.

Community Participation

1. Describe how the committee plans to recruit groups (families, PAL, community organizers) and individuals in the community to support the project in the near term and over the long term.
2. Describe how a new play facility might impact the community, its families and children.
3. How do you envision the planned activities surrounding the play facility? Picnics, Fundraising events, clean-ups, celebrations, fitness center, after-school play etc..



4. Describe how you would measure the success of this play facility over time. (Community participation, improved health of children, media attention etc...)

Letter of Agreement

Our Park Place and _____ enter into an agreement where Our Park Place agrees to deliver and install a play and recreation facility according to the following conditions:

1. All application materials submitted by the community have been reviewed and approved by OUR PARK PLACE.
2. The community agrees to maintain the facility and enter into an annual maintenance contract with a National Playground Safety Institute (NPSI) certified playground inspector.
3. The community permits Our Park Place to exhibit photos of the project and list the community as part of the Our Park Place Project.
4. Long term partnership is maintained. The Community permits Our Park Place maintain a web page on its site and to submit photos, video clips, and stories concerning events at their Our Park Place donated play and recreation facility.

Provide the name and title of the person responsible for completing this application.

Name _____ Phone/Email _____
Authorized committee representative.

Please include the following materials to accompany this application.

1. A community budget for previous two years, current year and projected for next fiscal year.
2. Photos of facility site and the general area surrounding the site.
3. A list of committee members and their titles and position in community.
4. A signed letter from the committee expressing their commitment to the success of the project.