

THE COMMUNITY FOUNDATION OF OSCEOLA COUNTY
300 7th Street, Sibley, Iowa 51249-1648
Email: mearll@osceolacoia.org
E-mail: psteinmetz@osceolacoia.org
Website: www.osceolacountyfoundation.org

Cover Sheet

You may reproduce this form on your computer

Date of application: 11-10-2015 Application submitted to: Community Foundation of Osceola County
 Project Name: Project Instant Campground

Organization Information

XYZ 4-H Club	Osceola County 4-H Club	
<i>Name of organization</i>	<i>Legal name (as listed with IRS)</i>	
1234 Pierce Ave.	Sibley, IA 51249	41-XXXXXXX
<i>Organization Address</i>	<i>City, State, Zip</i>	<i>Employer Identification Number (EIN)</i>
712-754-0000	712-754-0000	NA
<i>Phone</i>	<i>Fax</i>	<i>Web site</i>
Jeff Johnson (4-H Club President)	712-754-1000	4-H club@hickorytech.net
Jane Doe (4-H Club Leader)	712-754-1234	
<i>Name of contact person regarding this application</i>	<i>Phone</i>	<i>E-mail</i>

Type of funding sought (mark "X" one) Capital Support Special Project

Project focus area (mark "X" all that apply):

Human Services Health Recreation Technology
 Community & Economic Well Being Art & Culture Environment

Is your organization an IRS 501 C-3 not-for-profit? Yes No

If no, is your organization a 170b unit of government? Yes No

If no to both, you must have a fiscal agent. Please list name, address, phone & fiscal agent contact person:

Osceola County Economic Development Office--Mike D. Earll--Director 42-XXXXXXX
300 7th Street--Sibley, Iowa 51249--712-754-2523 *Fiscal agent's EIN number*

What is your fiscal calendar? (Mo/Yr) to (Mo/Yr) 9-1-2015 to 8-31-2016

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Describe your organization's charitable purpose, program activities, and population served. (4-5 sentences)

The purpose of the XYZ 4-H Club is to work with and develop leadership, citizenship and personal development skills in the rural and small town youth of our county. We encourage community service activities, involvement in civic projects, and educational activities that will further develop skills and confidence in our 4-H youth. Any young person living in Osceola County, from ages 9 to 18 is eligible to be a 4-H member. The XYZ 4-H Club is one of several 4-H Clubs in Osceola County that operate under the umbrella of the Osceola County Extension Service.

List any major changes that have taken place in your organization in the last two years.

Annually the XYZ 4-H Club will elect new officers in August. These officers direct the work of the organization in cooperation with the members and volunteer adult sponsors. Over the past two years the organization has not changed, but the officers are changed annually. We have taken a special interest in the development of Hawkeye Point and have assisted with improvements at the site over the past six years.

Briefly describe your organization's history (year organized) and major accomplishments.

The XYZ 4-H Club was chartered with Osceola County more than 20 years ago. It follows a long tradition of 4-H Clubs in the county that work to improve the lives of their members and the community where we live. Our club has been very active in our community for several years. Over the past several years, we have worked with the McCallum Museum landscaping around the facility and assisting with the construction of platforms for different displays within the museum. We have also been very active in improvement of the Osceola County Fair Grounds, have assisted with the flower gardens at the north end of Sibley on old Highway 60, and raised funds for many different community projects in Osceola County. Over the past 6 years, we assisted with the repair and painting of the corn crib at Hawkeye Point, restoring this landmark to assist with the development of Hawkeye Point. We added a concrete walk-way in the corn crib, provided photos and captions of early agricultural activities documenting the history of agriculture in our county and improved the electrical lighting. We also designed and installed welcome and informational signs in the Hawkeye Point Museum, park area and campground. With the assistance of the Sibley-Ocheyedan FFA Chapter and the Osceola County Conservation Board, we planned and erected a 14' x 32' observation deck around the silo at Hawkeye Point. The structure is 10' above the ground level and has proved to be a popular attraction for visitors to Iowa Highest Point. We also purchased and assembled 12 heavy-duty picnic tables for use at the Hawkeye Point Campground. This past year we purchased signage to direct people to other points of interest in Osceola County and improve the displays at the walk-through agricultural museum in preparation for the 2015 National Highpointers Convention held at the property in July. As a result of these efforts, the XYZ 4-H Club was recognized at the Highpointers Club Banquet for outstanding service to the Highpointers Club and service to our community for our part in the development of Hawkeye Point.

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Application

Request Summary

Describe the proposed project, including the goals and objectives. Discuss the community need for the project, the benefits for the community as a result of the project and the community support for the project.

Following the National Highpointer's Club Convention held at Hawkeye Point July 24-26, 2015, we found there is a great need for additional picnic tables and camp fire rings at the campground. **Our proposed project is to purchase and erect 6 heavy-duty picnic tables and fire rings for use in the Hawkeye Point Campground.** If this grant is approved, the tables will be assembled from a kit purchased from Pilot Rock Manufacturing in Cherokee, Iowa and placed in the campground prior to the opening of the campground for 2016. We also intend to stain and seal these new tables as well as clean and reseal the existing tables in the park. Six fire rings will also be purchased from this same company and placed by each of the additional picnic tables. *(Example A & B.)* **We also propose to secure an additional 4 photos embedded in fiberglass to add to the progress we made this past year on improved signage and photos at the highpoint.** *(Example C.)* We intent to add to the high quality photos and captions of different points of interest in Osceola County that are permanently displayed on the kiosk and signs at Hawkeye Point. Each 10" x 12" panel will include a descriptive narrative and direct visitors to other points of interest in Osceola County. The addition of these permanent photos will lend to the professional appearance of the area as well as eliminate the annual expenses of copying, laminating, and stapling the paper photos and captions to the kiosk each spring only to have to replace them following adverse weather conditions.

We believe there is a real community need for this project at Hawkeye Point, and now the Hawkeye Point Campground, continue to be a destination stop for many travelers visiting Osceola County. The tables and fire rings will fill a need for additional camping sites. The signage will project a professional image of the high point and direct visitors to the many other unique destinations found in Osceola County. It will also help our community to put our best foot forward as more people are discovering Hawkeye Point and spending time at the campground. We believe as more people visit the campground and park area, it will better assist our residents with the opportunity to promote all we have to offer in Osceola County.

Population served (estimated #):	Osceola County & the visiting Public--10,000+	Grant monies needed: (Mo/Yr) to (Mo/Yr)	\$ 3,500.00 March 2016 to July 2016
Total project cost:		Total requested from the Community Foundation	\$ 4402.00 \$ 3,500.00
Are matching funds being used?	Yes	What percentage of total funds are matched dollars?	20.5%

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Outline other resources or partners identified to assist with the project; other funding secured, applied for and proposed for the project:

The development of Hawkeye Point has the support of the Hawkeye Point Foundation, the Osceola County Board of Supervisors, the Osceola County Historical Society, other youth organizations including the Sibley-Ocheyedan FFA Chapter, the Osceola County Conservation Board, the Highpointers Club and many others. 4-H members will work with adult volunteers and other supporters to order and assemble the picnic tables as well as research, select photos of Osceola County landmarks, approve the layout, and order the descriptive signs. We will also work to secure the necessary funding and provide the volunteer labor needed to accomplish the project outlined in this proposal. If this proposal is approved, we intend to work with other youth organizations in the county to raise the additional funds, equipment, and tools necessary to complete the project.

Indicate desired impact and how you will measure and evaluate the results of the project. Be specific regarding community needs/issues your project will address.

Given that Hawkeye Point and the Hawkeye Point Campground have developed into a destination stop for many visitors to Osceola County, we believe the desired impact will be very positive. We plan to continue to build on the progress that has been made as well as better equip the area for the future. Not only will the addition of picnic tables, fire rings, and signage be used by campers at Hawkeye Point, they will also be of great value to the many guests and local residents that visit Hawkeye Point annually. Our intention is to make a visit to Hawkeye Point more of a unique educational and recreational experience.

The project will be measured by: 1.) We plan to contact Pilot Rock Manufacturing in Cherokee, Iowa for the picnic table kits and fire rings. (*We selected them for the heavy-duty quality of tables and fire pits as well as a cheaper cost if we complete the kits with our own volunteer labor.*) 2.) Once the kits are received, our members and supporters will proceed with the construction and sealing of the tables. 3.) We plan to secure the services of Pannier Graphics to embed photos of Osceola County landmarks in fiberglass. (*We have used this company in the past for photos on the informational kiosk and old photos used in the walk-through museum in the corn crib.*) 4.) Once the photos are selected highlighting points of interest in Osceola County, we will work on a descriptive narrative to be attached to each photo. 5.) The proofs will be reviewed and approved, and we will proceed with the order. 6.) Once completed, 4-H members and supporters will place the photos in the desired locations. 7.) When the entire project is completed, the project will be evaluated by visitor's comments and reactions to the improvements, the community pride and enthusiasm for the Hawkeye Point development efforts and providing a visible project for 4-H members to demonstrate community service and our interest in volunteerism.

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What is the timeline for this project?

Should this project be approved, it is our intention to begin the process selecting and ordering the picnic table kits and fire pits in March of 2016. We will also begin photo selection and the process of writing the descriptive narrative. When the designs are laid-out and approved, we will ask those making them to move forward. Once the table kits, fire pits and photos signs arrive, we will work with supporters and other adults in the community to assemble the kits and place the tables, fire pits and descriptive photo signs at Hawkeye Point and the Hawkeye Point Campground by May of 2016.

Attachments

In order to be considered for funding, your application **MUST** include the following items if applicable:

Check as completed	(Bold items must be included)	<i>(Mark "NA" on others if not applicable)</i>
<u> X </u>	List of Board of Directors and their affiliations and/or committee members	
<u> X </u>	Copy of latest Federal IRS Tax-exempt status letter	
<u> X </u>	Signed 'Letter of Intent' to act as a fiscal agent - only if you are <u>not</u> a 501(c)3 or 170b status	
<u> X </u>	Signed Applicant Board Approval Agreement (see below)	
<u> NA </u>	Copy of most recent CPA audit, financial statement or tax return (IRS 990 form) <i>(Only 1 copy needed of audit, financial statement or tax return.)</i>	

(Please add copies of items listed above to the back of the grant application)

Board Approval from Applicant Organization:

We approve submission of this grant request and certify that the purpose of this request is charitable and that monies received from the Community Foundation will be used solely for the project stated in this application.

4-H Club President

Date

Jeff Johnson
Printed Name

4-H Club Leader

Date

Jane Doe
Printed Name

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***** BUDGET FOR THIS PROJECT ONLY *****

YOU MAY ATTACH A DETAILED BUDGET FOR THIS PROJECT ONLY IF THE FORM BELOW DOES NOT MEET YOUR NEEDS

Name or short description of proposed project: Project Instant Campground

INCOME

<u>Source of Resources</u>	<u>Amount</u>
Community Foundation Grant requested	\$ 3,500.00
Other Grants	\$ NA
Fundraising events and products	\$ 46.00
Value of volunteer labor (48 hrs. @ \$12 /hr.)	\$ 576.00
Donated Materials _____	\$ 60.00
Donated Equipment	\$ 140.00
Individual Contributions	\$
Other (Specify) Material Pick-up	\$ 80.00
_____	\$
_____	\$
Total Income.....	\$ 4,402.00

EXPENSES

<u>Item</u>	<u>Amount</u>
Salaries & wages	\$ NA
Materials	\$ 3,546.00
Value of volunteer labor (48 hrs. @ \$12/hr.)	\$ 576.00
Donated Materials _____	\$ 60.00
Donated Equipment	\$ 140.00
Labor Costs	\$
General operating	\$
Other (specify)	\$ 80.00
_____	\$
_____	\$
Total Expense	\$ 4,402.00
Balance (Income less Expense)	\$ -0-
<i>(Should = \$ 0.00)</i>	

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ORGANIZATION BUDGET

If you already prepared an organization budget that contains this information, please feel free to submit it in its original form. Feel free to attach a budget narrative explaining your numbers if necessary.

Please See Attached 4-H Budget Below

**XYZ 4-H Club Budget
2015 -2016**

XYZ 4-H Club Budget	Budget Year	Budget Year
	2014-15	2015-16
EXPECTED INCOME		
1. Beginning balance in checking account as of September 1st	\$1,696.99	\$1498.57
2. Expected Income		
a. Dues @ \$3.00/member	\$75.00	\$105.00
b. Fundraising--Carnival, Nordic Ware Sales, Burger Barn	\$600.00	\$500.00
Total Income	\$2,371.99	\$2103.57
EXPECTED EXPENSES		
1. Adopt-a-Family	\$ 125.00	\$250.00
2. Heifer International	\$100.00	\$120.00
3. Christmas Mugs to Nursing Home	\$32.00	\$40.00
4. Club Christmas Party	\$75.00	\$100.00
5. Club Trips	\$280.00	\$250.00
6. Hawkeye Point Project	\$300.00	\$300.00
7. Other Citizenship Projects	\$300.00	\$300.00
8. Leader Expense Reimbursement (postage, etc.)	\$25.00	\$25.00
Total Expenses	\$1,237.00	\$1385.00
ENDING EXPECTED BALANCE as of August 31st	\$1,134.00	\$718.57

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XYZ 4-H Club Detailed Project Budget

<u>Item</u>	<u>Cost</u>	<u>Running Totals</u>
• 6 picnic table kits from Pilot Rock <i>(Six kits at \$332.00 / kit)</i>	\$ 1,992.00	\$ 1,992.00
• 6 campfire rings from Pilot Rock <i>(Six rings at \$146.00 / ring)</i>	\$ 876.00	\$ 2,868.00
• Wood prep and cleaner.....	\$ 40.00	\$ 2,908.00
• Wood Sealer & Stain.....	\$ 78.00	\$ 2,986.00
• 4 photos imbedded in fiberglass <i>(Pannier Graphics @ \$140.00 / sign)</i>	\$ 560.00	\$ 3,546.000
• Volunteer Labor (48 hrs. @ \$12/hr.)	\$ 576.00	\$ 4,122.00
• Donated Materials.....	\$ 60.00	\$ 4,182.00
• Donation of material pick-up.....	\$ 80.00	\$ 4,262.00
• Donated Equipment.....	\$ 140.00	<u>\$ 4,402.00</u>

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XYZ 4-H Club Budget

2015 - 2016

<u>Items</u>	<u>Income</u>	<u>Expense</u>
1. Dues	\$ 220.00	\$ 132.00
2. 4-H Meeting Costs	\$ 0.00	\$ 86.00
3. Local Fundraising Events	\$ 2,200.00	\$ 828.00
4. Work at Burger Barn	\$ 236.00	\$ 0.00
5. 4-H Supplies	\$ 0.00	\$ 280.00
6. 4-H BBQ at Fair	\$ 1,200.00	\$ 760.00
7. 4-H "T" Shirts for showing	\$ 0.00	\$ 160.00
8. Grants	\$ 3,500.00	\$ 3,500.00
9. Community Service Projects	\$ 0.00	\$ 1,810.00
10. Donations	\$ 200.00	\$ 0.00
Totals.....	\$ 7,556.00	\$ 7,756.00

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XYZ 4-H Club Officers and Members
2015 - 2016

Name	Office	Position	Community
Jeff Johnson	President	Member	Rural Sibley
Janice Jones	Vice-President	Member	Rural Ocheyedon
Bill Smith	Secretary	Member	Melvin
Johnny Cash	Treasurer	Member	Ashton
Jane Van Kley	Reporter	Member	Rural Harris
Ben Jones	NA	Member	Rural Ocheyedon
Sally Dykstra	NA	Member	Sibley
Mike Van Gelder	NA	Member	Rural May City
Nancy Speaks	NA	Member	Allendorf
Jill Bremer	NA	Member	Ocheyedon
Carrie Johnson	NA	Member	Rural Sibley
Steve Jones	NA	Member	Rural Ocheyedon
Sandy Doe	NA	Member	Rural Sibley
Sam Robinson	NA	Member	Sibley
Gabe Robinson	NA	Member	Sibley
Dave Johnson	NA	Member	Rural Ocheyedon
Linda Jones	NA	Member	Rural Ocheyedon
Barb Smith	NA	Member	Melvin
Jim Van Kley	NA	Member	Rural Harris
Jonnie Speaks	NA	Member	Allendorf
Clayton Sutton	NA	Member	Rural Cloverdale
Karen Sutton	NA	Member	Rural Cloverdale
Jane Doe	NA	4-H Club Leader	Sibley
Marcia Jones	NA	4-H Club Leader	Ocheyedon

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Photo Examples:

Example A. Should our grant request be approved, we plan to purchase and construct 6 heavy duty picnic tables similar to the tables shown below. The tables we have selected will be 8 feet in length. During the summer of 2014, Governor Branstad & Lt. Governor Kim Reynolds helped complete assembling the final table placed at the campground.



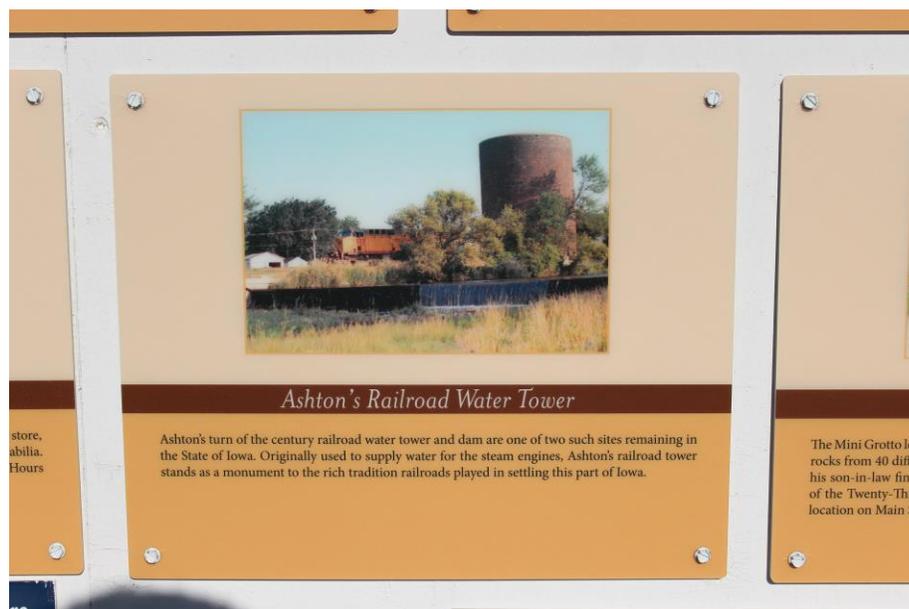
Example B. In addition to the picnic tables, we would like to purchase 6 fire pits for campers at Hawkeye Point to use. Each fire pit would come with a cooking grate as well as stakes to secure them to the ground.



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Example C: This past year we were able to purchase 20 signs that embedded photos of Osceola County landmarks in fiberglass. We would like to add an additional 4 signs similar to these highlighting other points of interest in the county.



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Osceola County Economic Development Commission

*300 7th Street -- Osceola County Courthouse
Sibley, Iowa 51249
712-754-2523*

November 11, 2015

Subject:

Letter of Intent to Act as Fiscal Agent for the XYZ 4-H Club and for the Grant Request to the Community Foundation of Osceola County

Jane Doe
XYZ 4-H Club Leader
1620 Pierce Ave,
Sibley, Iowa 512490

Dear Ms. Doe:

The purpose of this letter is to inform you that the OCEDC would be pleased to assist the XYZ 4-H Club as its fiscal agent in your efforts to seek grant resources from the Community Foundation of Osceola County. We would also like to express our thanks for your interest in the Community Foundation of Osceola County.

Sincerely,

Mike D. Earll
OCEDC, Executive Director

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Evaluation – To be returned upon completion of grant or project year-end

Organization: XYZ 4-H Club

Project Name: Project Instant Campground

Please briefly summarize the goals of your project. Were you able to attain the goals of your project? Please explain. Were there any unexpected successes/benefits?

Our goal was to purchase and assemble 6 heavy-duty picnic table and 6 fire rings for the Hawkeye Point Campground. In addition to this we planned to stain and seal these tables as well as clean and reseal the existing 12 picnic tables we purchased two years ago. Our grant plans also included securing an additional 4 photos embedded in fiberglass highlighting points of interest in Osceola County to be added to the kiosk at the high point. We were able to attain all of these goals. To help us reach these goals, one of our 4-H leaders volunteered to pick-up the tables and fire pits from Pilot Rock Manufacturing saving us money on shipping costs. These tables, along with the existing 12 tables purchased two years ago were then brought to the ag education shop at the school and were then assembled, repaired, stained and sealed by volunteers from the 4-H Club and S-O FFA Chapter. The fire pits were also assembled and delivered to the Hawkeye Point Campground prior to the camping season. Four photos of Osceola County points of interest and captions explaining where the properties were located and their significance to the county were also selected and sent to Pannier graphics to be embedded in fiberglass. These photos were received in April and added to those already displayed at Hawkeye Point. One of the unexpected successes of this project came when we were preparing to order the 6 fire rings. For a short time they were offered for sale at one half the original price saving us over \$438.00. This savings allowed our 4-H Club to have the resources available to stain and seal the observation deck located around the silo at the official high point. Our club members scheduled two work days to completely stain and seal the observation deck that we hope will extend the useful life of this popular addition to Iowa's highest point.

What method was used to evaluate the project? Please detail program/project results and the tools you used to measure the change.

This project was evaluated visually when the tables and fire pits were delivered to the Hawkeye Point Campground. Given the increased use of the campground by campers and visitors to our community, we believe the addition of these tables and fire pits has been very well received by campers and community groups. Several times during this summer, large groups of people would be camping making use of nearly every picnic table and fire pit. In late August, the Osceola County Republican Party held their annual picnic at Hawkeye Point making use of all 18 picnic tables. There have also been a number of potlucks, concerts, and family gatherings at the campground making use of these items. The photos of points of interest in Osceola County continue to be very popular with guests and community members visiting the high point. One of the evenings when our 4-H Club was working on staining the observation deck, visitors from California stopped at the high point and spent a great deal of time reading each of the photo captions on the kiosk as well as spending time in the walk-through museum. These additions continue to be mentioned in the Hawkeye Point Visitor's log and in comments by those stopping at Hawkeye Point.

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Were there any unexpected barriers to overcome? What were they and how were you able to address them?

The project did not have any unexpected barriers to overcome. The table kits were very easy to assemble with regular shop tools with holes pre-drilled in the proper places. The company neglected to include one of the metal parts necessary to complete the fire pits, but this was solved by a volunteer driving through Cherokee and picking up the needed part. Once received, the fire pits were assembled and have been very popular at the campground. The height of the observation deck posed some problems with applying the stain and seal, but adult volunteers assisted us with ladders and the equipment necessary to complete the job.

Do you plan to continue the project? If yes, will any of the past year's experiences cause you to change the project? If yes, how will the project be changed?

The XYZ 4-H Club plans to continue our support of the development of Hawkeye Point and the Hawkeye Point Campground. Over the years, we have seen the number of people visiting Iowa's highest point increase dramatically and we want to continue to be a part of the improvement and development of this area. Our plan is to evaluate the finish on the tables and recoat them as needed in the future. Also, as our older members graduate and we continue to add younger members, we find that the interest in our activities at Hawkeye Point continues to grow. We trust these additions to the campground and the highpoint area will be a positive one for visitors to our community as well as for the residents of Osceola County.

Was there any publicity, including any recognition of the Community Foundation grant, on your project? If yes, please describe and attach copies. Please include pictures of your project implementation and/or results.

Yes, there were photos in the papers and articles concerning our work at Hawkeye Point. Please see the attached newspaper articles and photos.

Board Chairman (Signature)

Jeff Johnson (XYZ 4-H Club President) _____ *(Printed Name)*

Date

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XYZ County 4-H Club

Community Grant of Osceola County Financial Summary
2015-2016 Grant

Bills submitted and paid: (Cash) \$3,500 Grant Funds
Remaining

• 3-21-2016	R.J Thomas Mfg. Company	\$ 2,538.00	Purchase of 6 tables & 6 fire rings	\$ 962.00
• 3-21-2016	Pannier Graphics	\$ 289.00	1st half of payment for 4-fiberglass-embedded panels	\$ 673.00
• 4-16-2015	Pannier Graphics	\$ 289.00	Balance of payment on 4- fiberglass-embedded panels	\$ 384.00
• 4-21-2016	Sibley Hardware	\$ 180.68	Wood sealer & supplies	\$ 203.32
• 8-11-2016	Schnepf Lumber	\$ 199.22	Wood sealer for deck	\$ 4.10
• 9-6-2016	Schnepf Lumber	\$ 122.04	Wood sealer for deck	\$ -117.94
Total bills submitted and paid:		\$ 3,617.94	(Cash)	

Other Non-Cash Costs:

- Donated Equipment \$ 140.00
- Donated Materials \$ 60.00
- Donated Labor (64 hrs. x \$12) \$ 768.00
- Donated material pick-up \$ 80.00

Total Non-Cash Donations..... \$ 1,048.00

Total Project Impact \$ 4,665.94