

Apply for up to \$3,000 for community events, programs, or projects, that your organization provides for public benefit!

Eligibility:

- Must be hosted in McKenzie County in 2026
- One application per event/program/project
- Applications due January 12th, 2026 at end of day (Must be received)

Submit Your Application one of three ways by 1/12/2026 end of day:

- Email: bchaffee@nd.gov , OR
- Deliver: City Hall, 213 2nd St NE , OR
- Mail: PO Box 494 (ensure postmark is 1/10/26 or earlier)

Make Your Application Stand Out:

- Show multiple funding sources
- Explain how 2026 RRF Funds will be used
- Include past reports (if applicable) from previous years of hosting event/program/project
 - How RRFs were spent in years prior
 - Local vendors used and dollars spent
 - Comparative bids or reason for non-local vendors, when used
- Share event impact: need, people served, mission alignment

Award & Marketing Expectations:

- Marketing Consultation
- RRF must be listed as a sponsor; logos will be provided
- Request brand kit from huntjessica@nd.gov
- Your event must be submitted to www.watfordcityevents.com at least three weeks prior of event/program/project

Reimbursement Details:

- Paid in one lump sum after paid receipts submitted (proof of payment/paid required)
- Submit all receipts together within 60 days of event/program/project close out or by year end (whichever is sooner)
- Only one reimbursement application per event/program/project
- W-9 required prior to reimbursement (City pays bills on monthly cycle, not immediately upon receipt)

Review Timeline:

- Committee Review: January 26, 2026
- City Council Decision: February 2, 2026
- Award notifications sent the week of February 2, 2026

2026 Community Enhancement Grant Application Form

Open 12/03/2025 to 01/12/2026



Project/Organization Name: _____

Funds Payable to: (Organization) _____

Non-Profit? _____ IRS Classification: _____

Federal Tax ID (if applicable): _____

Mailing Address to receive check: _____

Contact Name: (Print): _____

Contact Email: _____

Contact Phone Number: _____

Use of Funds (Check all that apply)

- ☐ Organization Operating Expenses
- ☐ Organization Marketing
- ☐ Special Project/Events/Programs
- ☐ Annual Project/Events/Programs
- ☐ Cultural
- ☐ Historical

Eligible Categories (Check all that apply)

- ☐ Recreational
- ☐ Educational
- ☐ Health/Fitness
- ☐ Social
- ☐ Inclusion
- ☐ Other: _____

Proposed Funding and Sources:

1. Funding request from RRF \$ _____

Matching funds (other funding amount from other sources): \$ _____

2. Cash Donations - Source: _____ \$ _____

3. In Kind Donations - Source: _____ \$ _____

Other Grants applied for or secured (all local, state, and federal grant or loan funding sources):

4. Other - Source: _____ \$ _____

5. Other - Source: _____ \$ _____

6. TOTAL Matching Funds (add lines 2-5) : \$ _____

7. TOTAL Event/Program/Project Budget (all lines plus any
other organization funds) : \$ _____

2026 Community Enhancement

Grant Application Form

Open 12/03/2025 to 01/12/2026



Please describe your event/program/project in detail below (provide an attached report if you need additional space). See page 3 - Community Enhancement Grant Instructions for additional information on what to include in your narrative. If you have questions or concerns, please direct them to: vbest@nd.gov with subject line:
2026 Community Enhancement grant application question.

If you received an Enhancement grant award(s) in 2025, did you submit your event to watfordcityevents.com?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable
If you received an Enhancement grant award(s) in 2025, did you follow the award instructions on page 3 of this application for marketing your event to the community & public?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable
<i>APPLICANT CERTIFIES The undersigned is duly authorized to verify the foregoing application, can provide proof of matching funds, & to the best of your knowledge & belief, the data in this application is true & correct.</i>	
Name	Title
Signature	Date

Community Enhancement Grant Instructions

(please keep this page for your reference)



Thank you for sponsoring 2026 community events/programming/projects in our community. The Community Enhancement Grant exists to promote cultural inclusion and workforce attraction and retention by supporting community organizations that provide community events/programming/ projects. Guidelines, Eligibility and Award Expectations for Community Enhancement Grant:

Applications must be made on Community Enhancement Grant Program Application Form (2026) for:

- up to \$3,000 per event / per organization events, programs and projects within McKenzie County

*Organizations / applicants may submit multiple applications to the fund BUT only one per event / program / project. Any event may have multiple organizations participating in it, making it possible that any one event may be supported by more than one RRF Enhancement Grant.

2026 competitive grant deadline is Monday - January 12, 2026 by end of day.

Submit Your Application one of three ways by 1/12/2026 end of day:

- Email: bchaffee@nd.gov , OR
- Deliver: City Hall, 213 2nd St NE , OR
- Mail: PO Box 494 (ensure postmark is 1/10/26 or earlier)

The following will increase the success of your organization's application:

- Leveraging multiple funding sources (private, state, and/or federal funding sources) beyond RRF & Lodging Tax
 - Explaining in the project narrative (page 2 or an attachment) how specifically RRF funds will be used in 2025
 - Providing event / program / project reports from previous years that report:
 - How RRF funding was used last year and in previous years
 - Reporting that demonstrates:
 - 1) consideration of, and
 - 2) support for Watford City vendors
 - Watford City vendors used and dollars spent with them
 - Comparative bids or demonstration of non-local preferred option
- Note: Watford City vendors may provide in-kind sponsorship or discounts to support local events upon request. Please provide them the opportunity to do so.***

- A community impact statement that provides demonstration of:
 - Community need
 - People served
 - Applicant's mission, values, and other service to community outside project application

As a benefit of a Roughrider Fund grant award:

Applicants are ENCOURAGED to have a marketing consultation with the Marketing and Communications Division of the Community Development Department to ensure your event/project's marketing campaign meets the mission of the RRF. It is encouraged that you schedule a consultation with Marketing and Communications shortly after award notice. The contact to schedule a consultation meeting is huntjessica@nd.gov. Organizations are also EXPECTED to include the Roughrider Fund as a sponsor in your event marketing. RRF logos and sub-marks will be provided to you with notice of award.

Application review and AWARD PROCESS:

Awards are paid out in one lump-sum to a successful applicant upon presentation of reimbursable receipts. Receipts are required to be collected and submitted in one packet within sixty days after the event or prior to the end of the year, whichever is sooner. Only one reimbursement will be made per organization per event, program, or project. Prior to reimbursement, City of Watford City, Accounts Payable will need a W-9 for your organization: watfordap@nd.gov (NOTE: grant awards are reported to the IRS as income) The Roughrider Fund committee will meet to review Enhancement Grant applications on Monday, January 26th at 2:00 PM in the Heritage Room of City Hall. It is open to the public and applicants are welcome to attend. The RRF committee will provide recommendation to City Council to consider on February 2nd at their regularly scheduled meeting. You will be notified of City Council's final action on your grant application the week of February 2nd.