

National Outdoor Recreation Legacy Partnership Program Application Information

A. Complete sections 1 and 2 of the Grant Application Form 8700-191 (rev 01/20/14)

The Project Narrative and Background information on page 2 will be completed through the required narratives below.

B. Complete the following supplemental information requirements.

The following additional items are required for the National Outdoor Recreation Legacy Application: *(Please submit electronic Word documents with your application)*

1. Project Narrative (target length – 5 pages)

All Projects:

- Broadly describe the purpose, planned accomplishments, and goals/expected benefits (short and long term) of the project in terms of improving recreation opportunities for a community.
- Address how the project relates to the goals of the program.
- Specifically address how the LWCF assistance will be used.
- How the project supports other initiatives and long term plans within the community.
- How the proposal implements statewide outdoor recreation goals as presented in SCORP (include references).
- How the proposal implements or supports priorities of other relevant planning documents.
- The new types of outdoor recreation opportunities and capacities that will be created as a result of this project.
- Current use or disposition of the property and activities and uses plan for the project site after acquisition and/or development.
- Who holds or will hold title to the property and does/will the sponsor have adequate control and tenure.
- Who will manage and operate the property.
- How will the property be maintained and permanent protection assured?
- Explain any non-outdoor recreation or non-public uses that are intended to continue on the site.
- Describe the public input process including: the process that led to the development of the project, including:
 - How interested and affected public were notified and provided an opportunity to be involved in the planning and development.
 - Who was involved and how they able to review the project, include state, federal, tribal and local agencies; subject matter experts; members of the public.
 - Describe any public meetings and/or formal comment periods held, including dates and length of time.
 - What information was provided for public review; if any comments received; and how they were addressed.

Acquisition projects:

- Describe the reason for the acquisition, number of acres to be acquired, and a description of the property. Explain how the acquisition creates a new public park or recreation area or expands an existing site.
- Describe and quantify the resources and features on the site (ex. 2,000 feet of waterfront, etc.), scenic view, special habitats, unique or special features, recreation amenities, and other important features of the acquisition. Additionally, describe any constraints such as easements, reversionary interests, etc.
- Describe the plans for the site's development for recreation purposes and timeframe. Include when the site will be made open and accessible to the public.
- Describe the current status of the acquisition, including negotiations with the landowner, completion of due diligence (title work, appraisals), etc.

Development projects:

- Provide the reason for the development and a description of the physical improvements and/or facilities that will be developed with LWCF assistance.
- Explain whether the project involves new development, rehabilitation, and/or replacement of existing facilities.
- Describe and quantify the types of resources and features on the site as well as any constraints.
- Describe the timeframe for completing the project, and when the site will be open and accessible to the public for outdoor recreation uses.
- Include a site plan depicting improvements, where and how the public will access the site, parking, etc.

2. Criteria Narrative (target length – 5 pages or about one-half page per criterion)

Provide narrative statements describing how the project addresses each of the eleven criteria. Describe in detail and highlight the expected impacts and benefits of the project. Evaluation of the projects will be based mainly upon review of the criteria narrative statements. Be accurate, concise, and provide sufficient information to substantiate claims. Do not exceed one page in length per criterion.

Relevance (70 of the 130 points)

- A. The extent to which the project will improve physical access and recreational services and address the neighborhood/community recreational deficiency. (up to 20 points)
 - a. Higher priority to projects that acquire and/or develop a new park/recreation opportunity in a neighborhood with no other such resources within a reasonable service area, or significantly rehabilitates or enhances an existing park/recreation opportunity in a neighborhood with no other such resources within a reasonable service area, or is otherwise severely underserved.
 - b. Low priority will be given to projects that acquire or develop a new or significantly enhance an existing park /recreation area where other recreation opportunities are available.
 - c. Describe how the project meets an unmet need for the area.
 - d. Provide maps and site photos including aerial photos depicting project area.
 - e. Reasonable service area for a neighborhood park is generally the area within one-half mile or a 10 minute walk. For parks or recreation areas serving multiply communities the distance is up to 1 mile.

- B. The extent to which the project will improve recreation service to economically-disadvantaged neighborhoods/communities. (up to 20 points)
- a. Higher priority will be given to projects targets areas that include significant populations of youth, minorities, and/or low and moderate income residents, for whom serious recreation deficiencies exist.
 - b. Lower priority will be given to projects in areas that do not contain a significant population of youth, minorities, and/or low and moderate income residents.
 - c. Include 2010 US Census tract data including the proportion of the population with the census tract(s) and for the overall city. Census-defined minorities are African-Americans, Hispanics, American Indians, Asians, Eskimos, Aleuts, and Pacific Islanders.
- C. The extent to which the target community participated in project development and the extent of government agencies and elected officials (up to 10 points).
- a. High priority will be given to projects that originated from citizens, neighborhood leaders, or community groups, particularly youth and youth groups, within the community the project will serve.
 - b. Priority will also be given to projects that are supported by public agencies and elected officials and those that will employ and/or provide job training opportunities for youth and/or veterans and to a lesser extent provide volunteer opportunities.
 - c. Lower priority will be given to projects with little or no community support or that do not provide employment, job training, or volunteer opportunities.
 - d. Describe citizen/youth participate/support and engagement in the project.
 - e. Provide appropriate letters and/or emails of support from citizens, public agencies, and elected officials (local to national).
 - f. Describe or document opportunities for employment, job training, or volunteer service, particularly for youth and veterans.
- D. The extent to which the project will advance an innovative solution and/or transforms a non park/recreation land use. (up to 10 points)
- a. Higher priority will be given to projects that offer unique and innovate aspects such as park placement, design, or retrofit of facilities, and/or plans to convert non-park/recreation land uses or distressed properties to a new or enhanced park that will better fit the community' needs than the current asset.
 - b. Lower priority will be given to the projects that result in recreation facilities and services but will be accomplished through common or standard approaches.
 - c. Describe the unique or innovative aspects of the project. If appropriate include photos, renderings, architectural or similar plans.
- E. The extent to which the project will advance or deliver complementary and/or intrinsic benefits over and above the provision of new or enhanced park or recreation space. (up to 10 points)
- a. Higher priority will be given to project that will result in additional tangible benefits in one or more of the following areas:
 - Economic Development
 - Health and Wellness
 - Environment (protecting local ecosystems, green infrastructure, etc.)
 - Historical, cultural, or archeological resource protection

- Arts or culture.
- b. Lower priority will be given to projects that only provide recreational benefits.
- c. By benefit category, provide sufficient descriptions and specific document outline the potential benefits to be gained from the project.
- d. Provide supporting or referenced documentation, such as plans, photos, etc.

Financial Support and Leveraging. (30 of the 130 points)

- F. The extent to which the project will leverage financial or in-kind support from sources in the public, private, and/or non-profit sectors and addresses the match requirement of the LWCF Act. (up to 20 points)
- a. Higher priority will be given to projects involving multiple and diverse partnerships and that exceed the 1:1 match, especially from non-public sources.
 - b. Lower priority will be given to projects that don't involve partnerships and/or met only the minimum required 1:1 match solely with sponsor funds.
 - c. List and briefly describe the nature and extent of involved in the project by any public, non-profit, or private partners.
 - d. Any financial or in-kind resources to meet the required match, should be articulated and documented, if possible.
- G. The impact of the federal investment per capita. (up to 5 points)
- a. Higher priority will be given to projects with a per capita cost of less than \$1.00.
 - b. Lower priority will be given to projects with a per capita cost that exceed \$10.00.
 - c. Divide the Federal grant share by the 2010 US Census total population for the city in which the project is located.
 - d. Include the 2010 US Census total population and total Federal share being requested.
- H. The viability and reasonableness of the project budget as it relates to the scope. (up to 5 points)
- a. Higher priority will be given to clear and detailed budgets that contain cost items that are reasonable and clearly related to the project's scope.
 - b. Priority will be given to projects where funding to cover the entire project budget is mostly in place (excluding grant amount).
 - c. Lower priority is given to projects with a poorly detailed and/or unrealistic project budget where limited funding is available.
 - d. Include certification of the availability of the matching share, including overmatch funds, if applicable.

Technical Merit and Qualifications of Applicant (30 of 130 points)

- I. The strength of the project's alignment with the State's SCORP and specific priorities of any community/regional/state revitalization or economic development plans. (up to 10 points)
- a. Higher priority will be given to projects that address a specific SCORP priority or goal as well as that of other city, regional, state, and/or national-level comprehensive, master, community revitalization, and/or economic development plans.
 - b. Lower priority will be given to project that only generally align with broad SCORP goals.
 - c. Identify relevant SCORP priorities or goals (below) the project will address.

- Assess, Understand, and Adapt to Growing Recreation Tourism Demands and Preferences
 - Improve Integration of Outdoor Recreation Interests and Needs in Land Use and Other Relevant Planning Efforts
 - Continue to Provide and Enhance Public Access to Wisconsin Recreational Lands and Waters
 - Conserve Rural Landscapes and Forests through Partnerships and Incentives
 - Address Funding Challenges Associated with Managing Wisconsin Outdoor Recreation Resources
 - Promote Outdoor Recreation as a Means of Improving Public Health Among Wisconsinites
 - Establish Great Urban Parks and Community Green Spaces
- d. Explains any similar connections the project has to goals or priorities of applicable city, regional, state, and/or national-level plans or initiatives. (Provide reference and web link).
- J. The readiness of the project. (up to 10 points)
- a. Higher priority will be given to projects that exhibit a high degree of confidence that they can begin within one year and be completed in three.
 - b. Priority will be given to projects where the reviews for NEPA or NHPA compliance purposes are already done or where complications appear unlikely.
 - c. Low priority will be given to projects with plans are still in the concept stage and/or the projects seems to face implementation challenges or the timeline is only in broad terms.
 - d. Provide sufficient detail to support the project's timeline.
- K. The capacity of the applicant and partners in the project. (up to 10 points)
- a. Higher priority will be given to project sponsors who can demonstrate past success in accomplishing similar LWCF projects; managing and sustaining parks or other recreation resources to ensure long term viability and remain compliant with LWCF 6(f)(3) protections.
 - b. Lower priority will be given to projects where the sponsor has known problems in implementing previous projects or managing federal grants, and/or is currently non-compliant with the 6(f)(3) section of LWCF.
 - c. Articulate past grant and project performance including issues and entail assurance about sustaining park operations and LWCF Section 6(f)(3) protections.

3. Budget Narrative

The budget narrative will break down the project's budget plus describe and justify projects costs that correspond to the details of the work activities outlined in the project narrative.

- a. Land acquisition costs should be based on appraisal value or other estimate of fair market value. Final costs will be based on appraisal value.
- b. If the overall cost of the project exceeds the amount of requested LWCF funds plus matching share, then the larger project should be described but it should be clear how the LWCF funding and match fit in to the overall project.

- c. For larger projects - the LWCF and match share portion must result in a viable recreation opportunity that is not reliant on other funding in the context of the larger project.
- d. List all sources and amounts of financial match to the LWCF federal share.
- e. The value of the match can consist of cash, land donation, and in-kind contributions.
- f. If the project match exceeds the 1:1 requirements indicate how the funds/in-kind contributes will be used.
- g. Describe any additional sources of funding or resources, particularly if they are from partners, which will be used to complete the project and whether they are available or still being secured.
- h. Describe how the LWCF monies will play a role in leveraging funding for the project.

4. Project Location and Site Maps

Maps to be submitted:

- A neighborhood/community map showing the general location of the project and any adjacent recreation resources.
- A map or aerial photo clearly delineating the specific project site to be acquired and/or developed.
- Proposed boundary area map of the project as required by LWCF Section 6(f)(3).
- Site Plans.