



# Local Government Grant Program



Nichols Basin, Port of Hood River





# Agenda

- History
- Funding
- Eligibility
- Project Types
- Scoring Criteria
- Required Documentation
- Online Application Process
- Presentations and Timeline
- Questions?



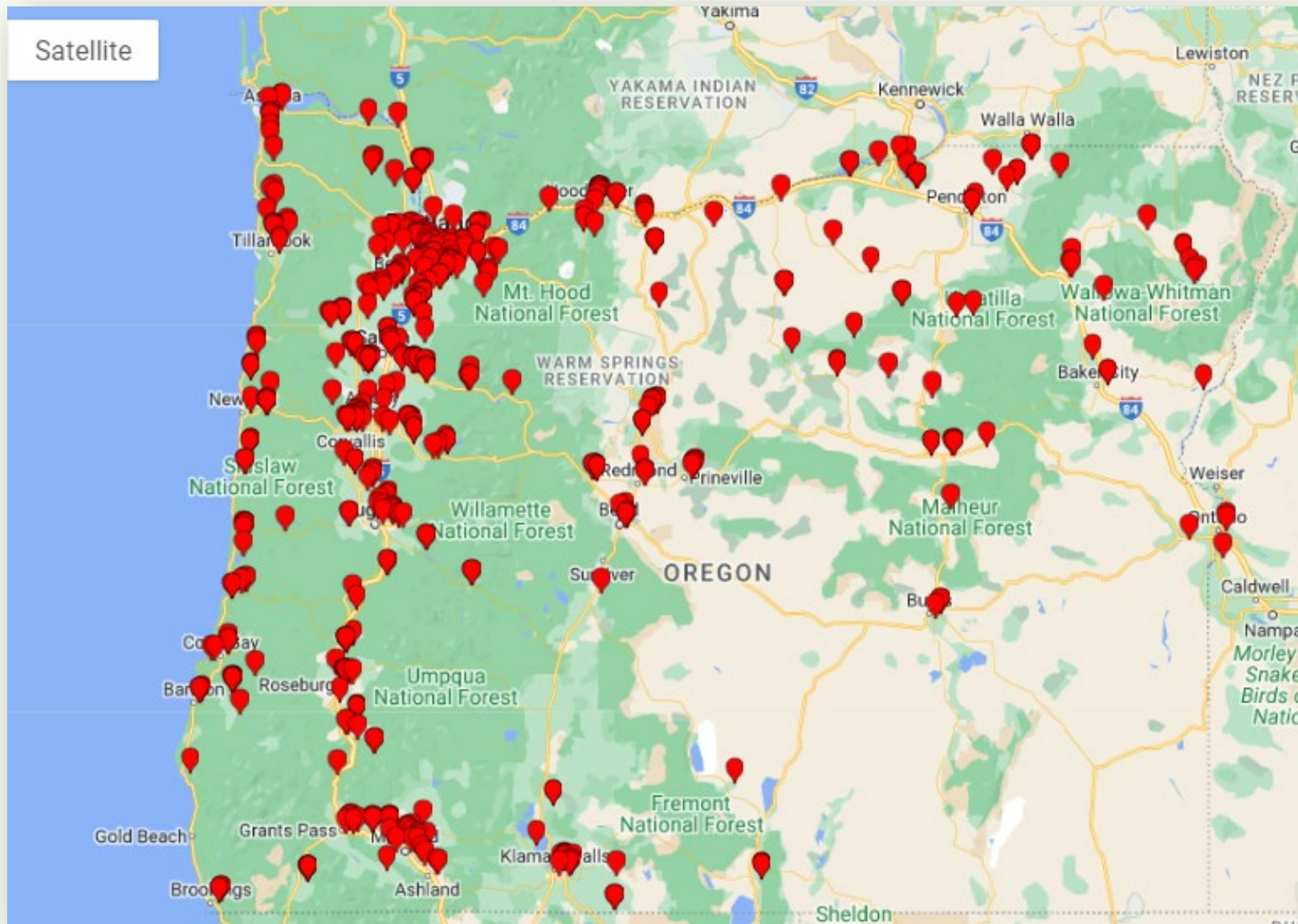


# History

- In **1998**, voters passed Ballot Measure 66 - ***Oregon Lottery Revenues for Parks and Conservation***
  - dedicating **7.5%** of State Lottery proceeds to the **Oregon Parks and Recreation Department**.
    - **12%** of OPRD's share was dedicated to the **Local Government Grant Program**.
- The **Local Government Grant Program** was patterned after the **Land and Water Conservation Fund**.







Since **1999**, over **\$90 million** has been awarded to local government outdoor recreation projects.





# Local Government Grant Program Funding

YEAR	TOTAL GRANT APPLICATIONS RECEIVED	TOTAL FUNDING AVAILABLE
2019	54	\$6,000,000
2020	54	\$5,000,000
2021	0	0
2022	77	\$14,000,000
2023	?	\$7,000,000





Local Government Grant Program Budget: 2023-25 Biennium

	Biennium Limitation	FY 2023-24 Cycle (Projected)	FY 2024-25 Cycle (Projected)
Biennium Limitation . . . . .	\$ 14,300,000		
Less Veterans & War Memorials Budget	\$ 300,000		
Adjusted Limitation . . . . .	\$ 14,000,000		
2023 Grant Awards . . . . .		\$ 7,000,000	
Less Planning Grant Allocation		\$ 150,000	
		\$ 6,850,000	
~ 15% for Small Grants		\$ 1,027,500	
~ 85% for Large Grants		\$ 5,822,500	
2024 Grant Awards . . . . .			\$ 7,000,000
Less Planning Grant Allocation			\$ 150,000
			\$ 6,850,000
~ 15% for Small Grants			\$ 1,027,500
~ 85% for Large Grants			\$ 5,822,500





# Funding Limits

- **Small Grant** maximum request . . . . . **\$75,000**
  - Average Award (mean) . . . \$60,000
- **Large Grant** maximum request . . . . . **\$750,000**
  - Average Award (mean) . . . \$518,000
- **Acquisition Grant** max request . . . . . **\$1,000,000**
  - Typical Range: \$500,000 - \$1,000,000
- **Planning Grant** max requests . . . . . **\$40,000**
  - Average Award (mean) . . . \$30,000





# Funding Type

- **Reimbursement Grant**

- Grantee will initially **pay** all project expenses (except for land acquisition projects).
- Grantee submits full accounting of project expenses and payments, including Match, and **requests reimbursement** for State's percentage of the project.
- State will reimburse Grantee for State's share of the project from grant funds.







# Eligible Applicants

- ❖ Local Government Agencies:
  - Cities
  - Counties
  - Park and Recreation Districts
  - Port Districts
  - METRO





# Matching Requirements

- **50% Match** required for:
  - **Cities & Districts** with a population greater than **25,000**
  - **Counties** with a population greater than **50,000**
- **40% Match** required for:
  - **Cities & Districts** with a pop. between **5,000** and **25,000**
  - **Counties** with a population between **30,000** and **50,000**
- **20% Match** required for:
  - **Cities & Districts** with a population under **5,000**
  - **Counties** with a population under **30,000**

NOTE: County applicants may not use City population match requirements.





# Matching Requirements

- Eligible Match may include:
  - Local agency **budgeted funds**
  - Local agency **labor** and **equipment**
  - Agency **materials** and **supplies**
  - **Federal** funds
  - Other eligible **grants**
  - Private **donations**





# Matching Requirements

- **Value of land -**
  - Acquired within the past six years
  - Supported by an appraisal
- **Pre-agreement planning costs –**
  - Within past two years
  - Cannot exceed 15% of total cost
  - Must be identified in the budget







# Donations



## Volunteer Labor:

- **BOLI Rates** may be used for skilled volunteer labor.  
- OR -
  - **The Independent Sector.org** rates may be used for general / non-skilled volunteer labor.
  - As of 2021, the Independent Sector rate for one hour of volunteer labor in Oregon was \$29.75.
  - If **Independent Sector** rates are used, that rate must be used for ALL volunteer labor.
- \* Timesheets will be required to document volunteer labor.





# Donations

## Donated Materials:

- Value claimed should be **reasonable** and should not exceed **current fair market prices**.





# Donations

## Donated Equipment:

- The hourly rate for donated equipment used on a project shall not exceed the **fair-market rental value.**





# Project Types



City Park Playground, City of Joseph







# Project Types

- Acquisition
- Development
- Acquisition & Development
- Rehabilitation
- Small Community Planning
  - Only public **outdoor park and recreation** areas and facilities are eligible.
  - Areas and facilities must be **open and accessible** to the public-at-large.



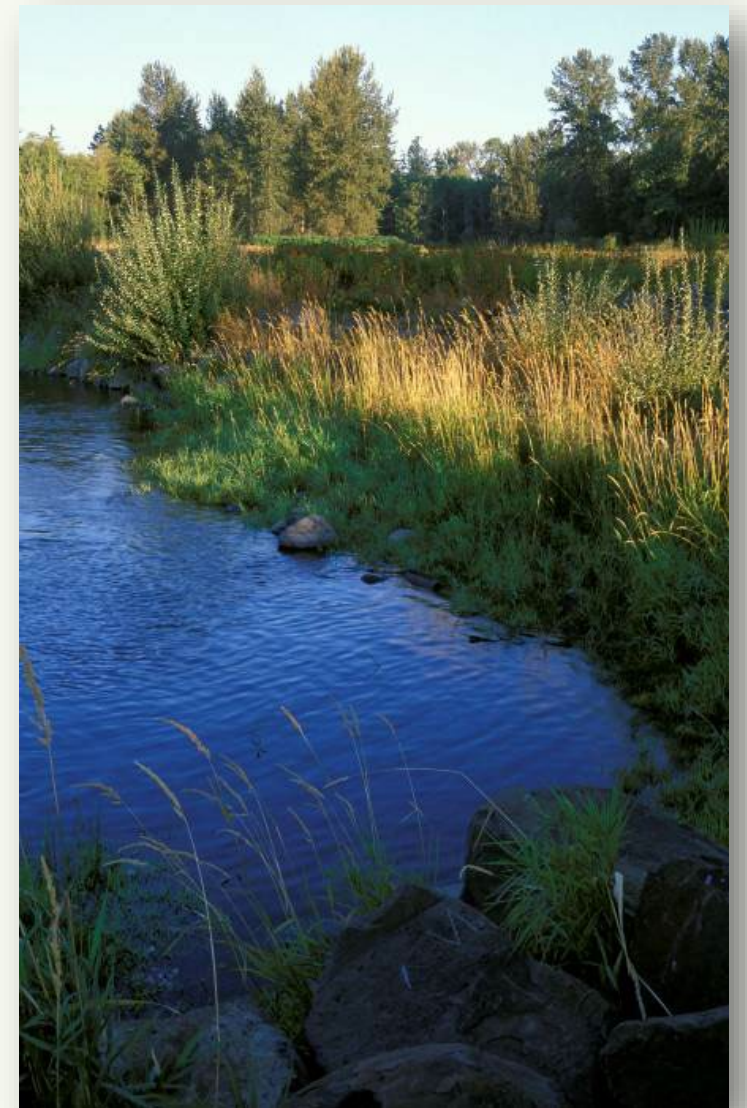
Meadow Park, Springfield





# Acquisition Projects

- ❖ Acquisition of **land** and **waters** for public recreation areas and facilities, including:
  - Property for new parks
  - Additions to existing parks
  - Trail Networks
  - Open Spaces



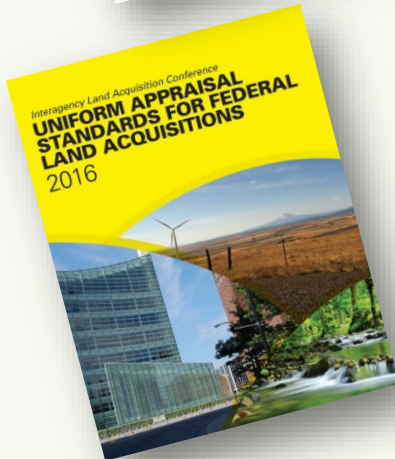




# Acquisition Projects

## Appraisals:

- Real property in Acquisition projects must be appraised to establish value.
- In most cases, appraisals should conform to the **Uniform Standards of Professional Appraisal Practice (USPAP)**.
- If federal funds will be included in the project, now or in the future, the appraisal must conform to the **Uniform Appraisal Standards for Federal Land Acquisitions** – aka Yellow Book Appraisal.





# Acquisition Projects

- **Appraisals:**

- Once an Appraisal is initiated, it should be reviewed by a **“qualified” appraisal reviewer** (Desk Appraisal).
- Initiating both the **Appraisal** and the **Appraisal Review** are the responsibility of the applicant.
- Completed Appraisal and Appraisal Review are due at application deadline.
- **Appraisal Costs** can be included in the project budget as part of the Match.
- **Waiver Valuation** may be used if the property is valued under \$25,000.





# Acquisition Projects

- **Waiver of Retroactivity**
  - May be granted for Acquisition opportunities that may be lost due to timing.
  - The Waiver must be requested and approved by OPRD prior to the Acquisition.
  - The Waiver in no way guarantees project approval.





# Acquisition Projects

- Acquisition of **Structures**
  - Must list all structures and their intended use for outdoor recreation or disposition.
- Acquisition for **Delayed Development**
  - Property should be open to the public for some form of recreational use.
  - Development should take place within 2 years.





# Development Projects

- Development projects create new outdoor recreation facilities in accordance with:
  - **SCORP** (State Comprehensive Outdoor Recreation Plan),
  - recreation elements of local **Comprehensive Plans**,
  - **Master Park Plans**, or
  - other **local planning efforts**.

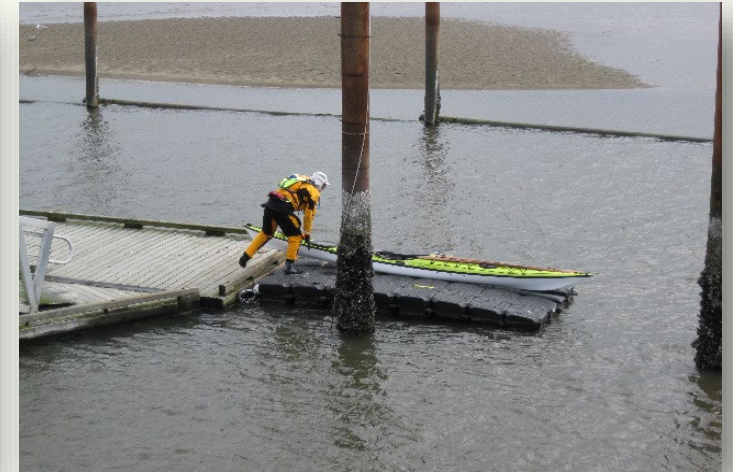






# Development Projects

- Outdoor Recreation Facilities:
  - Playfields, playground equipment, picnic areas, trails, water trails, bike facilities, outdoor swimming facilities, skate parks, boating, fishing, camping, spectator facilities, natural play areas.





# Development Projects

- Support facilities include:
  - Roads, parking areas, restroom buildings, picnic shelters, kiosks, walkways, and landscaping



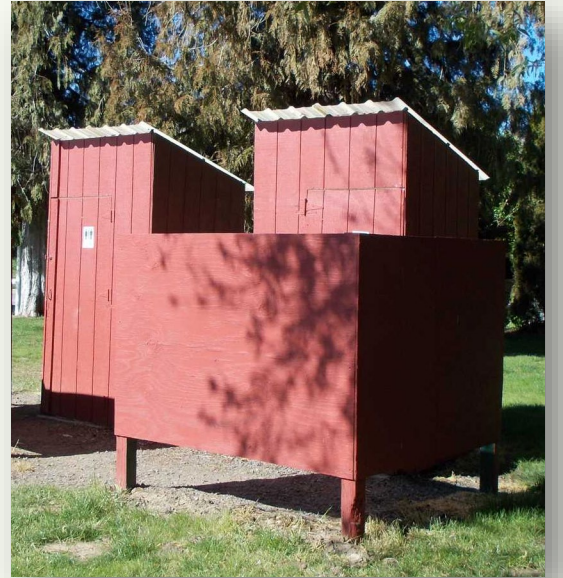
Thatcher Park, City of Forest Grove





# Rehabilitation Projects

- Major rehabilitation means the repair, restoration, or reconstruction of existing facilities
    - Facility is beyond its normal **life expectancy** or obsolete
    - Destroyed by **fire, natural disaster** or **vandalism**
    - Does not meet **health and safety** code / requirements (building code changes)
    - Does not meet **access requirements** of the American Disabilities Act
    - **Changing recreational needs** dictate a change in type of recreation area or facility required
- ☐ **Photos** must be submitted to confirm need







# Small Community Recreation Planning Grants

- Total Available Annual Funding: . . . . . **\$150,000**
- Maximum Planning Grant Award: . . . . . **\$40,000**
- Eligible Applicants
  - **Cities and Districts** with a population less than **10,000**
  - **Counties** with populations less than **50,000**





# Small Community Recreation Planning Grants

- **20% Match** required for:
  - **Cities or Districts** with a population less than **5,000**
  - **Counties** with a population less than **30,000**
- **40% Match** required for:
  - **Cities or Districts** with a population between **5,000** and **10,000**
  - **Counties** with a population between **30,000** and **50,000**







# Small Community Recreation Planning Grants

- Eligible Planning Projects:

- 1) **System-wide** Park and Recreation Plans

- 2) **Site-Specific** Park and Outdoor Recreation Plans

- 3) **Community or Regional Trail System** Plans

- Resource: 2013-17 SCORP Appendix A – Planning Guide





# Small Community Recreation Planning Grants

- Planning projects generally utilize specialized **consultants** to work with local citizens and agencies to develop a county, community or site-specific park and recreation plan.
- The planning project should include substantial **public participation**.
- **Goal:** To have a **Master Plan** that will guide future development.





# Ineligible Projects

- **Indoor facilities** such as community centers, indoor swimming pools, historic buildings, meeting rooms, maintenance buildings and equipment.
- **Routine maintenance / repair** includes work such as cleanup, painting, and minor repairs of buildings, structures, equipment and utilities for maintaining facilities.
- **Professional facilities** and areas designed for semi-professional arts or athletics.
- **Exhibit areas** for academic, historic, economic, entertainment or non-recreational purposes.





# Ineligible Projects



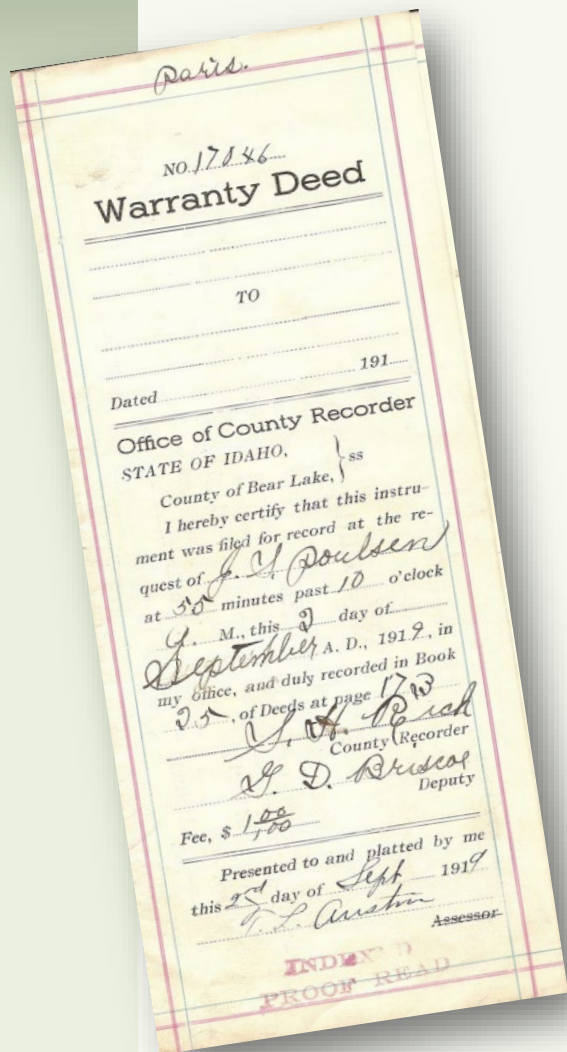
- **Exclusive use areas** – only open to one particular group / organization
- Acquisition of **historic sites**, archaeological sites, historic structures and museums.
- Acquisition of land to help meet **public schools** minimum site size requirement.





# Ownership / Control of Property

- Facilities may be developed on land and water that is:
  - **Owned** in fee simple by the applicant (Deed)
  - **Leased** land or **Easements** that provide control of the property for a minimum of **25 years**.







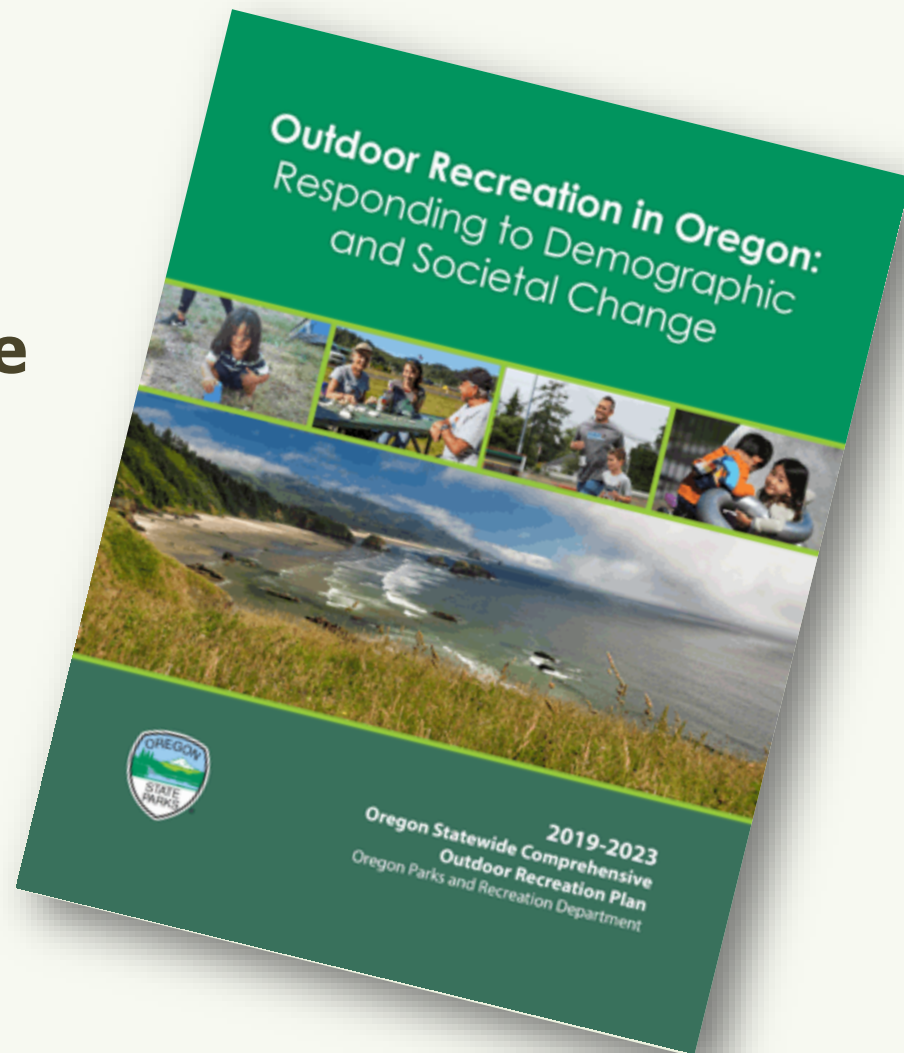
# Scoring Criteria

PITCHES HOME	BALL STRIKE OUT									PITCHES GUEST
41	3	0								48
VARSITY SCOREBOARDS										
	1	2	3	4	5	6	7	8	9	TOTAL
GUEST	0	0	0	0	0	0				
HOME	0	0	4	0	0					5



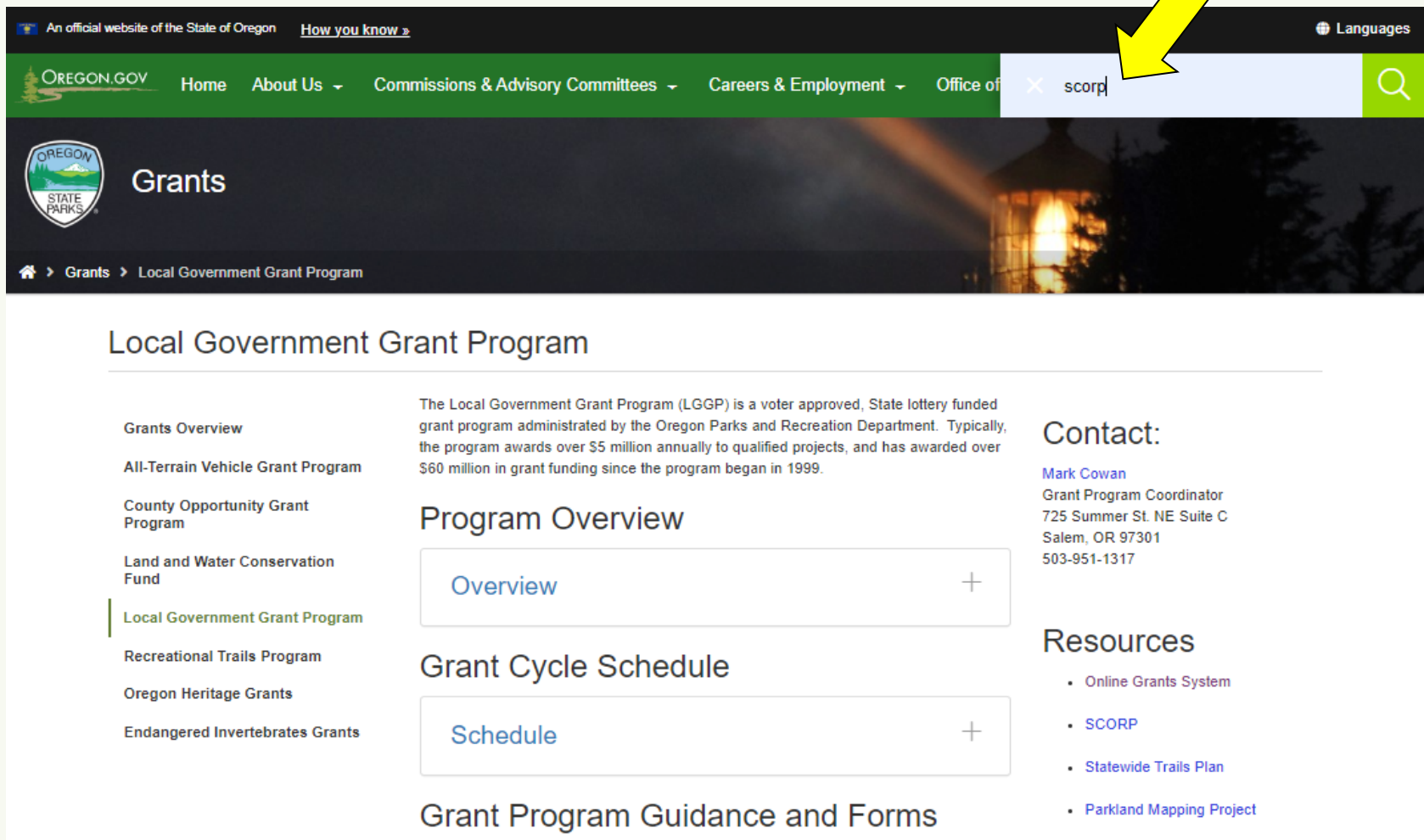
# SCORP Criteria –

- **Statewide Comprehensive Outdoor Recreation Plan 2019-23**





To find the SCORP and other planning tools online, go to:  
**oprdrgrants.org > Local Government** and search for **SCORP**



The screenshot shows the Oregon Grants website. At the top, there is a navigation bar with links to Home, About Us, Commissions & Advisory Committees, Careers & Employment, and Office of. A search bar on the right contains the text "scorp" and is highlighted by a yellow arrow. Below the navigation bar, the page title "Grants" is displayed. The main content area is titled "Local Government Grant Program" and includes a sidebar with links to various grant programs, a description of the LGGP, a "Program Overview" section with an "Overview" button, a "Grant Cycle Schedule" section with a "Schedule" button, and a "Grant Program Guidance and Forms" section. On the right side, there is a "Contact" section for Mark Cowan, Grant Program Coordinator, and a "Resources" section with links to the Online Grants System, SCORP, Statewide Trails Plan, and Parkland Mapping Project.

An official website of the State of Oregon [How you know »](#) Languages

OREGON.GOV Home About Us Commissions & Advisory Committees Careers & Employment Office of

scorp

Grants

Grants > Local Government Grant Program

## Local Government Grant Program

**Grants Overview**

- All-Terrain Vehicle Grant Program
- County Opportunity Grant Program
- Land and Water Conservation Fund
- Local Government Grant Program**
- Recreational Trails Program
- Oregon Heritage Grants
- Endangered Invertebrates Grants

The Local Government Grant Program (LGGP) is a voter approved, State lottery funded grant program administrated by the Oregon Parks and Recreation Department. Typically, the program awards over \$5 million annually to qualified projects, and has awarded over \$60 million in grant funding since the program began in 1999.

### Program Overview

Overview

### Grant Cycle Schedule

Schedule

### Grant Program Guidance and Forms

### Contact:

**Mark Cowan**  
Grant Program Coordinator  
725 Summer St. NE Suite C  
Salem, OR 97301  
503-951-1317

### Resources

- Online Grants System
- SCORP
- Statewide Trails Plan
- Parkland Mapping Project



# Advisory Committee Scoring Criteria

CRITERIA	Possible Points
1. SCORP Criteria - Consistency with Statewide Priorities	0 - 20
2. SCORP Criteria - Consistency with Statewide Issues	0 - 10
3. SCORP Criteria - Local Needs and Benefits	0 - 25
4. Bicycle and Pedestrian Trail Projects	0 - 5
5. Physical Activities Benefits	0 - 5
6. Major Renovation	0 - 5
7. Community Support Criteria	0 - 5
8. Financial Commitment Criteria	0 - 10
9. Accessibility Accommodations	0 - 5
10. Universal Design Concepts / Inclusive Outdoor Recreation Criteria	0 - 5
11. Sustainability Criteria	0 - 5
12. Diversity, Equity and Inclusion	0 - 5
13. Discretionary Committee Criteria	0 - 15
<b>Total Points Possible . . . . .</b>	<b>120</b>





# SCORP Criteria –

## 1. Consistency with Statewide Priorities (0-20 points)

**“Does the project address any of the Statewide Priorities identified in the 2019-2023 SCORP? And if so, what needs are addressed?”**

**See Tables 12.1 & 12.2, page 216 of the 2019-23 SCORP.”**

**12.1 - Public recreation provider identified need (state-wide level)**

**12.2 - Oregon resident identified need (state-wide level)**







# SCORP Criteria –

- Consistency with Statewide Priorities

**Table 12.1.** Statewide priorities – Oregon public provider survey

Close-To-Home Priorities	Dispersed-Area Priorities
Community trail systems	Restrooms
Restrooms	RV / trailer campgrounds & facilities
Children's playgrounds and play areas built with manufactured structures	Day-use hiking trails
Picnic areas and shelters for small visitor groups	Connecting trails into larger trail systems
Trails connected to public lands	Interpretive displays
Picnicking/ day use and facilities	

**Table 12.2.** Statewide priorities – Oregon resident outdoor recreation survey

Close-To-Home Priorities	Dispersed-Area Priorities
Dirt/ other soft surface walking trails and paths	Dirt/ other soft surface walking trails and paths
More restrooms	Nature and wildlife viewing areas
Children's playgrounds and play areas made of natural materials (logs, water, sand, boulders, hills, trees)	More restrooms
Nature and wildlife viewing areas	Public access sites to waterways
Public access sites to waterways	More places and benches to observe nature and others





# SCORP Criteria –

## 2. Consistency with Statewide Issues (0-10 points)

**“Does the project address any of the following four issues identified in the 2019-2023 SCORP? And if so, what needs are addressed?**

**See Tables 12.3-12.20, pages 216-223 of the 2019-23 SCORP.”**

**Outdoor recreation needs of:**

- a) an Aging population**
- b) an increasingly Diverse population**
- c) Families with Children**
- d) a Low-Income population**





# SCORP Criteria –

## 2. Consistency with Statewide Issues (0-10 points)

**Table 12.3.** Young old population high priority counties

Clackamas	Lane	Sherman	Washington
Gilliam	Morrow	Umatilla	
Hood River	Multnomah	Wasco	

(Ages 60-74)

**Table 12.4.** Young old population high priority UGBs

Amity	Coquille	Gold Hill	Lafayette
Arlington	Depot Bay	Huntington	Lincoln City
Bay City	Donald	Independence	Lyons
Chiloquin	Estacada	Jordan Valley	Malin
Maupin	Medford	Philomath	Vernonia
McMinnville	Mill City	Reedsport	

**Table 12.5.** Middle old population high priority counties

Baker	Grant	Sherman	Yamhill
Clackamas	Lane	Union	
Columbia	Morrow	Wallowa	
Gilliam	Multnomah	Washington	

(Ages 75-85)





# SCORP Criteria –

## 2. Consistency with Statewide Issues (0-10 points)



**Table 12.7. Young old population SCORP funding priorities – Oregon resident outdoor recreation survey**

<b>Camping Opportunities</b>
Provide drive-in tent campsites
<b>Actions to Increase Outdoor Recreation Engagement</b>
Providing more free-of-charge recreation opportunities
Making parks safer from crime
Developing walking / hiking trails closer to home
Expanding park facilities
<b>Close to Home Priority Projects Within Urban Growth Boundaries – URBAN AREAS</b>
More restrooms
Public access sites to waterways
Nature and wildlife viewing areas
Dirt / other soft surface trails and paths
More places and benches to observe nature and others
<b>Close to Home Priority Projects Within Urban Growth Boundaries – SUBURBAN AREAS</b>
More restrooms
Dirt / other soft surface trails and paths
Nature and wildlife viewing areas
Security cameras in key places
Public access sites to waterways
<b>Close to Home Priority Projects Within Urban Growth Boundaries – RURAL AREAS</b>
More restrooms
Public access sites to waterways
Dirt / other soft surface trails and paths
Picnic areas and shelters for small visitor groups
Nature and wildlife viewing areas
<b>Dispersed-Setting Priority Projects Outside Urban Growth Boundaries</b>
Dirt / other soft surface trails and paths
Nature and wildlife viewing areas
More restrooms
Public access sites to waterways
More places and benches to observe nature and others







# SCORP Criteria –

## 3. Local Needs and Benefits (0-25 Points)

### Needs identified through . . .

- a) Public recreation provider survey (SCORP)
- b) Oregon resident survey (SCORP)
- c) Local Planning Document, Park Master Plan
- d) Public Workshops, public meetings, etc.

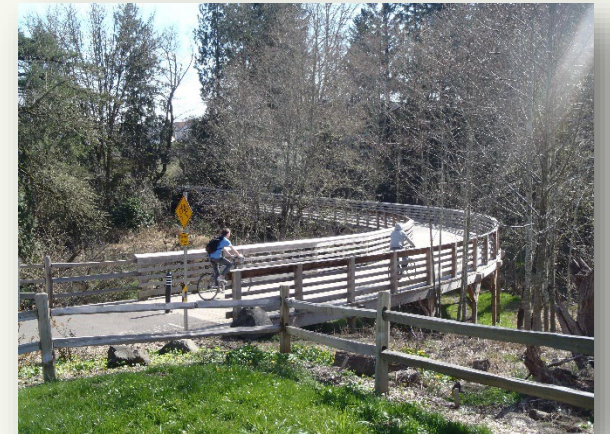




# Scoring Criteria –

## 4. Bicycle and Pedestrian Trail Projects (0-5 points)

- a) Non-motorized
- b) identified in local trails or park planning process
- c) trail system connectivity
- d) alternative transportation routes





# SCORP Criteria –

## 5. Physical Activities Benefits (0-5 points)

**Table 12.61.** Statewide physical activity priorities – Oregon resident outdoor recreation survey

Walking trails or paths
More parks closer to where I live
Trails or paths that lead to parks
Bicycle trails or paths

**Table 12.62.** Body Weight Index (BMI) high priority counties

Morrow	Umatilla	Lincoln	Malheur
Coos	Jefferson	Lake	Clatsop
Curry	Linn	Harney	Columbia
Douglas	Klamath	Marion	

**Table 12.63.** Body Weight Index (BMI) high priority UGBs

Jordan Valley	Spray	Waterloo	Garibaldi
Grass Valley	Prescott	Lakeside	Elgin
Huntington	Monroe	Pilot Rock	Willamina
Monument	Chiloquin	Richland	







# SCORP Criteria –

## 6. Major Rehabilitation

**(0-5 points)**

- a) beyond its normal life expectancy,
- b) destroyed by fire, natural disaster or vandalism,
- c) does not meet health and safety codes/requirements,
- d) does not meet access requirements of the Americans with Disabilities Act,
- a) changing recreation needs







# Scoring Criteria –

## 7. Community Support

**(0-5 points)**

- Letters of Support
- Survey analysis

## 8. Financial Commitment

**(0-10 points)**

- Does Agency Budget demonstrate financial commitment?
- Is Agency Match secure?
- Resolution to Apply for a Grant that clearly states financial commitment?





# Scoring Criteria –

## **9. Accessibility Accommodations (0-5 points)**

- Statewide Accessibility needs – facilities
- Statewide Accessibility needs – demographic groups

## **10. Universal Design Concepts / Inclusive Outdoor Recreation Criteria (0-5 points)**

- Describe how your project goes beyond ADA requirements and strives to incorporate Universal Design concepts and considerations.





# Scoring Criteria –

## 11. Sustainability (0-5 points)

- Describe how the project intends to meet environmental, economic and/or community sustainability objectives.

## 12. Diversity, Equity and Inclusion (0-5 points)

- Describe how your agency, or the project, is or will help meet diversity, equity and inclusion objectives.





# Resources

- **Tools to help you:**

- ☐ **On-Line Application Instructions**
- ☐ **Local Government Grant Program Manual**
- ☐ **2019-23 SCORP**
- ☐ **2013-17 SCORP Appendix A – Planning Guide**

- These Tools can be found . . .

- In the On-Line Application, **oprldgrants.org**,  
and

- OPRD Grant Programs website **oregon.gov/OPRD**





# Required Attachments



- ☐ Construction or Concept Drawings
- ☐ Environmental Checklist
- ☐ Land Use Compatibility Form
- ☐ Map - Vicinity
- ☐ Map - Urban Growth Boundary
- ☐ Map - Park Boundary
- ☐ Map - Project Site Plan
- ☐ Map - 7.5 Min. USGS Topo Map or 1 Sq. Mile Map w/ Geographic Features or kmz file from Google Earth.
- ☐ Photos of Project Site
- ☐ Resolution to Apply for a Grant
- ☐ State Agency Review Forms
- ☐ **Appraisal and Appraisal Review (for Acquisitions)**
- ☐ **Proof of a Willing Seller (for Acquisitions)**
- ☐ **Title Report (for Acquisitions)**







# Environmental Checklist Packet

- ☐ Download the **Checklist** from the application “**Files**” tab
- ☐ Complete the project **Checklist**
- ☐ Include a project **Location map** –
  - a **7.5 Minute Topography** map listing Township, Range and Section.
  - Or, a **Google Earth Map** clearly showing Roads or Geological Features.
  - Or, a **kmz file map** from Google Earth.
- ☐ Include Blank **State Agency Comment form**





# Environmental Checklist

- ☐ **Send completed Checklist to:**
  - ☐ **OR Dept. of State Lands (DSL)**
  - ☐ **OR Dept. of Fish & Wildlife (ODF&W)**
  - ☐ **OR Dept. of Environmental Quality (DEQ)**
  
- ☐ **We / OPRD will submit your Checklist to the State Historic Preservation Office (SHPO) for you.**





# State Agency Contact List

**Mandatory Contact List:** *Submission to these 3 agencies is required.*

☐ DSL

☐ ODF&W

☐ DEQ

AGENCY	CONTACT	SPECIAL REQUIREMENTS
<input type="checkbox"/> Oregon Department of State Lands (DSL)	<b>Chris Stevenson</b> Jurisdiction Coordinator 775 Summer ST NE STE 100 Salem, OR 97301 503-798-7622 <a href="mailto:chris.stevenson@dsl.oregon.gov">chris.stevenson@dsl.oregon.gov</a>	<ul style="list-style-type: none"><li>• Submit by email</li><li>• Allow 4 weeks for review</li><li>• Only submit projects with ground alteration</li><li>• No resubmittals please</li></ul> <p><u>Please include the following info:</u></p> <ul style="list-style-type: none"><li>• County</li><li>• Latitude/Longitude</li><li>• Township</li><li>• Accurate Site Map</li><li>• Range</li><li>• Tax Lot(s)</li><li>• Section</li></ul>
<input type="checkbox"/> Oregon Dept of Fish & Wildlife (ODF&W)	<b>Nancy Taylor</b> Land Use & Waterway Alterations Coordinator 4034 Fairview Industrial DR SE Salem, OR 97302 503-947-6099 <a href="mailto:nancy.c.taylor@odfw.oregon.gov">nancy.c.taylor@odfw.oregon.gov</a>	<ul style="list-style-type: none"><li>• Submit by email</li><li>• Allow 4 weeks for review</li><li>• Nancy will forward your review request to the appropriate district biologist.</li><li>• Consultation not needed if there is no ground disturbance and if all work is in an existing footprint (e.g., bathroom remodel).</li></ul>
<input type="checkbox"/> Dept of Environmental Quality (DEQ)  Northwest Region	<b>Melyssa Graeper</b> 4301 3 <sup>rd</sup> St, Suite 206 Tillamook, OR 97141 503-509-4636 <a href="mailto:melyssa.graeper@deq.oregon.gov">melyssa.graeper@deq.oregon.gov</a>	<ul style="list-style-type: none"><li>• Submit by email</li><li>• Allow 4 weeks for review</li><li>• Serving Clatsop, Columbia, Tillamook, Clackamas, Multnomah, and Washington Counties.</li></ul>
  Western Region	<b>Mary Camarata</b> 165 E 7 <sup>th</sup> Ave STE 100 Eugene, OR 97401 541-687-7435 <a href="mailto:Mary.Camarata@deq.oregon.gov">Mary.Camarata@deq.oregon.gov</a>	<ul style="list-style-type: none"><li>• Submit by email</li><li>• Allow 4 weeks for review</li><li>• Serving Yamhill, Polk, Marion, Lincoln, Benton, Linn and Lane Counties.</li></ul>
  Western Region	<b>Becky Williams</b> 165 E 7 <sup>th</sup> Ave STE 100 Eugene, OR 97401 503-803-1430 <a href="mailto:becky.williams@deq.oregon.gov">becky.williams@deq.oregon.gov</a>	<ul style="list-style-type: none"><li>• Submit by email</li><li>• Allow 4 weeks for review</li><li>• Serving Douglas, Coos, Curry, Jackson, and Josephine Counties.</li></ul>

- Submit your review requests to State Agencies early.
- State Agencies have 30 days to respond.
- If they don't respond to you, that is the same as a "We have no comment," response.





# Accessibility for People with Disabilities

- Does Agency have a completed **ADA Transition Plan**
- If not, applicant can complete a site-specific **Self-Assessment for Existing Facilities**
  - **Self Assessment tools** are included in each Application as a resource.
  - Plan or Checklist does not need to be submitted. Just need your statement confirming it's been completed.





# Land Use Compatibility Statement (LUCS)

- Land Use/Planning Status (Development and Rehabilitation)
  - Include **Construction** or **Concept plans**.
  - List potential **permit** requirements and any issues associated with receiving a permit.
    - Army Corp of Engineers
    - Division of State Lands
    - Building permits
    - Other







# Acquisition Projects

- ☐ Has Appraisal been completed within last 12 months?
- ☐ Has Appraisal Review been completed?
- ☐ Proof of Willing Seller?
- ☐ Will Development occur within 2 years of acquisition?
  - ☐ Please submit all documents digitally.
  - ☐ Acquisition Applications will not be reviewed if there is no Appraisal and Appraisal Review.






# Online Grant Application


- New online Account



**Oregon Parks and Recreation: Grants Online**

Home Grants Programs ▾ Applying Grant Reports Sign In



 *Nature  
HISTORY  
Discovery* **Oregon Parks and Recreation: Grants Online**

The Oregon Parks and Recreation Department provides both funding assistance and outreach to Oregon's local communities through a series of grant programs. OPRD currently administers five recreation grant programs and five heritage grant programs, which combined give millions of dollars annually to grant project sponsors.

This website serves as the central point for all grant applications as well as reporting of awarded grants. Qualified applicants can request an account through [this link](#).

**OPRDGrants.org**



# Online Grant Application



11 New Applications Available ▾ 2 Organizations → City of Independence Independence Downtown Association

▾ 19 Applications

▾ 22 Projects

▾ 2 People



[OPRDGrants.org](http://OPRDGrants.org)



# Online Grant Application

11 New Applications Available ▾

2 Organizations →

City of Independence

Independence Downtown Association

HPG - Certified Local Government: due on 02/28/2023

HG - Technical Assistance Grants: due on 03/01/2023

LGGP - Development: due on 04/01/2023

LGGP - Rehabilitation: due on 04/01/2023

LGGP - Acquisition & Development: due on 04/01/2023

LGGP - Acquisition: due on 04/01/2023

POG - Preserving Oregon: start by 04/11/2023

MG - Museum Grant: due on 04/13/2023

HCG - Cemetery Grant: due on 04/13/2023

POG - Diamonds in the Rough: due on 05/09/2023

LGGP - Planning: due on 05/15/2023



[OPRDGrants.org](https://OPRDGrants.org)



# Online Grant Application

13 New Applications Available ▾

1 Organization →

OPRD

▲ 52 Applications

ID	Project Name	Status	Grant Program	Award Year	Funds Requested
8919	Mark's COGP Test App #1	Editable	County Opportunity	2023	\$0.00
8978	Mike's test application	Editable	All-terrain Vehicle	2023	\$5,000.00
9106	Mike's test LE application	Editable	All-terrain Vehicle	2023	\$0.00
9280	Mark's 2023 LGGP Test App #1	Editable	Local Government	2023	\$140,000.00
9299	Deschutes County CLG Project	Editable	Historic Preservation Grants	2023	\$5,000.00
9345	Facade restoration of the Jones Building	Editable	Oregon Main Street Revitalization Grant	2023	\$200,000.00
9023	<b>This is your new application click here to begin</b>	Pending	Recreation Trails	2022	



[OPRDGrants.org](https://OPRDGrants.org)





▼ Project Information

▼ Contact Information

▲ Financial Information



Financial fields are updated once you have filled out your Project Budget Worksheet and clicked the 'Save Application' Button.

Requested Amount *	<input type="text" value="\$140,000.00"/>
Match Amount *	<input type="text" value="\$50,000.00"/>
Total Project Cost *	<input type="text" value="\$190,000.00"/>
Grant %	<input type="text" value="73.68421052631578 %"/>
Match %	<input type="text" value="26.31578947368421 %"/>

▲ Project Budget Worksheet

Project Budget Worksheet

Gravel	\$20,000.00
CXT Restroom Building	\$100,000.00
Plumbing	\$50,000.00
Electrical	\$20,000.00

Source of Funding Worksheet

City Budget ()	\$50,000.00
----------------	-------------

Total Project Cost	<input type="text" value="\$190,000.00"/>
Total Match from Sponsor	<input type="text" value="\$50,000.00"/>
Grant Funds Requested	<input type="text" value="\$140,000.00"/>



# Project Budget

- **Develop Sufficient Project Budget**
  - **Don't be too brief, or too detailed.**
  - **Include sufficient line items to show all major work elements.**
  - **Identify how much of a line item is coming from Match, i.e., labor, cash, donations, etc.**
  - **Do not include "Contingency" as a line item.**





# Technical Review





# Technical Review

- ☐ Is Application Complete
- ☐ Reasonable Budget
- ☐ Appropriate Scope of Work
- ☐ Are all Attachments Included
- ☐ Past Grant Performance and Compliance
- ☐ Is Application ready to go to the  
Advisory Committee





# Local Government Advisory Committee

- **Composed of eleven members appointed by the OPRD Director, to serve four year terms, and represent the following:**

- Counties west of the Cascades
- Counties east of the Cascades
- Cities over 15,000 population
- Cities under 15,000 population
- People with Disabilities
- Park and Recreation District, METRO or Port District
- Oregon Parks and Recreation Department
- Oregon Bicycle and Pedestrian Advisory Committee
- Public-at-Large (3)







# Local Government Advisory Committee

- Committee typically meets in June or July to hear project presentations for Large grant requests (greater than \$75,000).
- Committee members score each project.
- Committee scores are totaled and averaged to establish a project ranking list.
- “Ranking list” is forwarded to OPRD Commission for review and approval.





# Project Presentations

- Applicants applying for a grant greater than \$75,000 must make a presentation to the Committee.
- Presenters have **20 minutes** to make presentation and answer questions. We recommend allowing **7-10 minutes** for questions.
- Committee members will have already reviewed each application.
- Power Point presentation is optional (not required but certainly recommended).
- PowerPoint presentations must be submitted to OPRD in pdf format, one week before the Review / Presentation Meeting.





## Local Government Advisory Committee - Then







## Local Government Advisory Committee - Now





# No Project Presentations for . . .

- **Small Grant Requests –**  
Requests for **\$75,000** or less  
- and -
- **Planning Grant Requests –**  
Requests for **\$40,000** or less
- **Applications reviewed and scored by OPRD Committee**







# Time Line

Jan 1	LGGP Cycle Opens, Applications Available
Feb	Grant Webinar and Workshop
<b>Apr 1</b>	<b>Large Grant Applications Due</b>
Apr	Large Grant App Technical Review
<b>May 1</b>	<b>Small Grant Applications Due</b>
<b>May 15</b>	<b>Planning Grant Applications Due</b>
Jun-Jul	Local Government Advisory Committee Meeting – Large Grant Apps
Jul-Aug	Small Grant and Planning Grant Application Review/Scoring by OPRD Staff
Sep	OPRD Commission review and approval
Oct-Nov	Agreements to Grantees for Review and Signing





# Grantee Responsibilities

**DO NOT START Project Work  
until a  
NOTICE TO PROCEED Letter  
is received.**





# Grantee Responsibilities

Once a Project Agreement is awarded . . .

- **Submit Quarterly Progress Reports**
- **Accurate Record Keeping**
  - Track all project expenses - Assign project a code
  - Track staff time used as Match
  - Volunteer Timesheets
  - Donated Materials and Supplies
  - Donated Equipment
- **Request for Reimbursement**
  - Include copies of all project bills/invoices
  - Include confirmation that all project bills have indeed been paid – Accounts Paid Report, or copies of canceled payment checks (Think like an Auditor)





# Grantee Responsibilities

- Complete the project within project period, usually 2 years.
- Amendments/extensions are possible but not guaranteed.
- Project area and/or facility must meet ADA requirements.
- **Plan for Staff transitions**





- **Post an acknowledgement sign at project site.**







# Project Sponsor Responsibilities

- Park and recreation areas and facilities developed with Local Government grant assistance must be dedicated for park and recreation purposes for a minimum of **25 years**.
- Park and recreation areas and facilities acquired with Local Government grant assistance must be dedicated for park and recreation purposes in **perpetuity**.
  - ***Notice of Grant*** must be recorded with the County.
- **Conversion** - The act of “converting” LGGP funded property or facilities out of public outdoor recreation use.
  - Converted property must be replaced





# Final Admonitions

- Not every application will be selected for funding.
- There are no bad applications / bad projects. Only limited funds.
- Some projects get selected for funding after the 2<sup>nd</sup> or 3<sup>rd</sup> try.
- We can provide Advisory Committee Feedback.





# Questions?



**Oregon Parks and Recreation Department**  
**725 Summer St. NE, Suite C**  
**Salem Oregon 97301**





# Contacts:

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- **Website**
  - ➡ **[oprds.org](http://oprds.org)**
  - ➡ **[Oregon.gov/oprds](http://Oregon.gov/oprds)**

***Thanks for Attending!***





**Seriously . . . this is the end.**

