



Land and Water Conservation Fund Grant Program





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Agenda

- Overview of LWCF Program
- Funding
- Eligibility/Program Requirements
- Project Types
- Open Project Selection Process
- Application Process & Tips
- Scoring Criteria
- Timeline
- Presentations
- Questions?





Land & Water Conservation Fund Program

- Established by Congress in 1964
 - To create parks and open spaces
 - Protect wilderness, wetlands, and refuges,
 - Preserve wildlife habitat, and
 - Enhance recreational opportunities





Land & Water Conservation Fund Act of 1965, Public Law 88-578, 78 Stat 897

- Land and Water Conservation Fund Act of 1965, Public Law 77-578, 78 Stat 897
- National Park Service - LWCF Grants Manual (October 1, 2008)
- Oregon's 2018 LWCF Grants Manual
- Oregon Administrative Rules – Chapter 736 Division 8





One Fund, Two Programs

Federal Side

Land acquisition for the natural, cultural, wildlife, and recreation management objectives of federal land management agencies

State Matching Grant Program

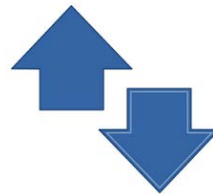
Matching grants to States and local governments for the acquisition and development of public outdoor recreation areas and facilities



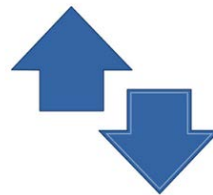


Federal, State, Local Partnerships

NPS



OPRD



Project Sponsor
(applicant/grantee)





Source of Funds

- Sales of federal surplus real property;
- A portion of federal motorboat fuel taxes;
- Fees for recreation use of federal lands; and
- Outer Continental Shelf (OCS) revenues derived from leasing of oil and gas sites in coastal waters;
- GOMESA (Gulf of Mexico Energy Security Act, Public Law 109-432 105 (a)(2)(B))





Available Funding



- Approximately \$3 million 2017/2018
- Local Agencies – Approximately \$1.8
- Eligible State Agencies – Approximately \$1.2





Funding Type



Approved



Reimbursed

- **Reimbursement Grant**

- Project sponsor will initially **pay** all project expenses
- Project sponsor submits full accounting of project expenses and **requests reimbursement** for State's share
- State requests funds from NPS
- State will reimburse Project Sponsor for State's share of the project from grant funds





Eligible Project Sponsors

State Government

- Oregon Parks and Recreation Department
- Oregon Department of Forestry
- Oregon Department of Fish and Wildlife
- Oregon Department of State Lands





Eligible Project Sponsors

Local Government

- Cities (Municipal Corporations)
- Counties (Political Subdivisions)
- Parks and Recreation Districts
- METRO
- Port Districts
- Tribes





Eligible Project Types

- Land Acquisition
- Development
- Major Rehabilitation /
- Renovation
- Acquisition & Development (Combination)





Acquisition of lands and waters, or interests therein may be accomplished through purchase, transfer or by gift





Acquisitions

- Acquisition of land and waters for public outdoor recreation including:
 - New areas;
 - Additions to existing parks, forests, wildlife areas, beaches or other similar areas dedicated to outdoor recreation





Acquisitions

- Natural areas and preserves
 - must be open to the general public for outdoor recreation use to the extent that the natural attributes of the areas will not be seriously impaired or lost
 - LWCF assistance may be used to acquire only modest structures which are to be used primarily for outdoor recreation or outdoor recreation support activities





Acquisitions

- Funding may be used to acquire property for which development of outdoor recreation facilities is planned at a future date
- In the interim, between acquisition and development, the property should be open for those public recreation purposes which the land is capable of supporting or which can be achieved with minimum public investment





Ineligible Acquisitions



- Historic sites and structures
- Museums and sites to be used for museums or archeological excavations
- Areas and facilities to meet a public school's minimum site size requirements
- Areas and facilities designed to be used primarily for semi-professional and professional arts and athletics





Ineligible Acquisitions



- Area and facilities to be used solely for game refuges or fish production
- Areas for indoor facilities
- Railroad hardware
- Site containing luxury lodges, motels, restaurants
- Agricultural land primarily for preservation in agricultural purposes
- Federal surplus property





Uniform Relocation and Assistance

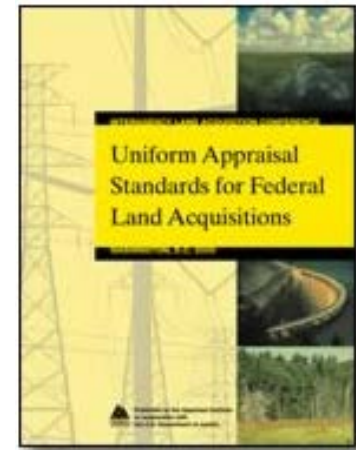
- All acquisitions with LWCF assistance must be conducted in accordance with the applicable provisions of Public Law 91-646, the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended





Appraisals

- The Uniform Appraisal Standards for Federal Land Acquisitions (UASFLA), commonly referred to as the “Yellow Book,” shall be used by state and local appraisers in the preparation of appraisals for federal LWCF-assisted acquisitions
- Appraisal Review required





Development Projects

- May consist of one improvement or a group of related improvements designed to provide basic facilities for outdoor recreation including:
 - Facilities for access, safety, health and protection of the area;
 - Required for the outdoor recreation use of the area
- Construction, renovation, site planning, demolition, site preparation, and architectural services





Eligible Projects



- Sports and Playfields
- Swimming and Playground Areas





Eligible Projects

- Community Gardens



- Accessibility Improvements





Eligible Projects

- Trails, fishing/hunting facilities, spectator facilities
- Camping, boating and picnic facilities
- Support facilities such as restrooms, roads, parking, landscaping, pathways and utilities





Ineligible Projects

- Support facilities or portions of support facilities which contribute to public indoor activities such as;
 - meeting rooms, auditoriums, libraries, study areas, restaurants, lodges, motels, luxury cabins, food preparation equipment, kitchens, and equipment sales areas





Rehabilitation Projects

- Major restoration, or partial reconstruction of eligible recreation areas and facilities;
 - Beyond its normal life expectancy,
 - Destroyed by fire, natural disaster or vandalism,
 - Does not meet health and safety codes or requirements,
 - Requires rehabilitation to ensure critical natural resource protection,
 - Does not meet access requirements of the Americans with Disabilities Act, and
 - changing recreational needs dictate a change in the type or recreation area or facility required.





Control and Tenure

- Facilities may be developed on land and water owned in fee simple by the sponsoring agency or where ownership of less-than-fee interests such as easements provide permanent control of the property
- Upon project completion a Notice of Grant must be recorded ensuring that that property is used for recreation purposes in perpetuity





Control and Tenure

- No approval will be given for the development of facilities on leased land except for property either:
 - Leased from federal government for 25 years or more; or
 - Leased from one public agency to another for 25 year or more provided that safeguards are included to adequately ensure the perpetual use requirement contained in the LWCF Act





Control and Tenure

- Joint Sponsorship of the proposed project whereby the lessor land-owning agency would provide assurances that it would assume compliance responsibilities in the event of default by the lessee or expiration of the lease





Control and Tenure

- Project sponsor must have adequate control and tenure of the project area in order to provide reasonable assurances that a conversion under Section 6(f)(3) of the LWCF Act will not occur without NPS approval





LWCF Act

- Section (6)(f)(3) of the LWCF Act states that:

“No property acquired or developed with assistance under this section shall, without the approval of the Secretary, be converted to other than public outdoor recreation uses.”





What is a conversion?

- Property interests are conveyed for private use or non-public outdoor recreation uses
- Non-outdoor recreation uses (public or private) are made of the project area
- Unallowable indoor facilities are developed within the project area without NPS approval, such as unauthorized public facilities and sheltering of an outdoor facility
- Termination of public use





Availability to Users

- The Americans with Disabilities Act of 1990 (P.L. 100-336) simply references and reinforces these requirements for federally-assisted programs
- All projects must be accessible





Match Requirements

- LWCF provides up to 50 percent funding assistance
- Local Match can include:
 - Local budgeted funds
 - Agency force account & equipment use
 - Donations
 - Cash, equipment, materials, private property
 - Volunteer labor
 - Grants





Match Requirements

- Cannot match federal LWCF funds with other federal funds. *Exceptions: CDBG and RTP.*
- Minimum grant request is \$12,500 for a total project cost of \$25,000.
- Preference may be given to projects with a minimum grant request of \$50,000 (\$100,000 total project costs).
- Grant requests for less than \$50,000 should be for projects within an existing 6(f)(3) boundary or expanding an existing 6(f)(3) boundary.





Match Requirements

- Pre-agreement Planning Costs – Development Projects
 - Eligible and must be described in grant application
 - the costs of site investigation and selection, site planning, feasibility studies, preliminary design, environmental review, preparation of cost estimates, construction drawings and specifications
 - All such pre-award planning costs incurred within three (3) years prior to project are allowable





Donated Labor (Volunteers)

- Consistent with those regular rates paid for similar work in other activities of the state (BOLI Rates)
- Valued at the rate paid as a general laborer unless the person is professionally skilled in the work being performed (i.e., plumber doing work on pipes, mason doing work on a brick building)
- Laborer's wages may be charged in the amount of that which the city or cities in the immediate area pay their city employees for performing similar duties
- Must be documented with a volunteer labor timesheet



Donated Materials

- Prices assessed to donated materials included in the matching share should be reasonable
- Should not exceed current market prices at the time they are charged to the project
- Records of in-kind contributions of material shall indicate the fair market value by listing the comparable prices and vendors





Donated Property

- The value of donated real property shall be established by an independent appraiser in accord with the Uniform Appraisal Standards for Federal Land Acquisitions
- Donated property must occur within project period





Donated Equipment

- The hourly rate for donated equipment used on a project shall not exceed its fair-rental value
- Records of in-kind contributions of equipment shall include schedules showing the hours and dates of use and the signature of the operator of the equipment





Open Project Selection Process

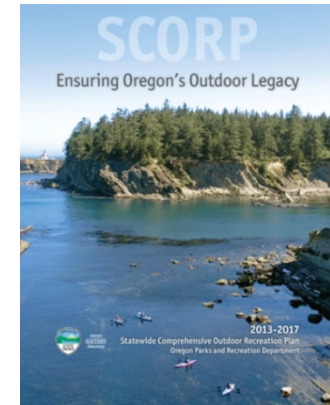
- Connection between planning documents and project proposals
- Address highest priority recreation needs
- Ensures public participation





Open Project Section Process

- Applications must be in accord with the priorities in the 2013-2017 SCORP
- Establishes objective scoring criteria and standards
- Staff technical review
- Project sponsor presentations before the Oregon Outdoor Recreation Committee





Oregon Outdoor Recreation Committee

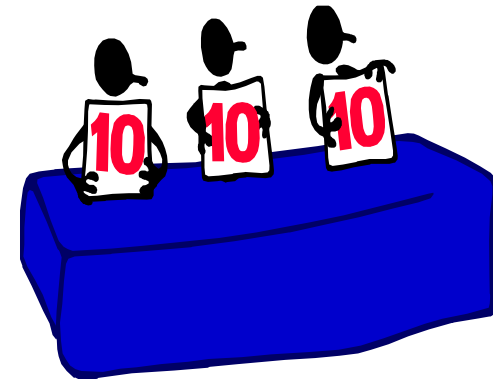
- Meet once every two years
- Nine members appointed by the Director
- Four year terms
- Representatives
 - Counties, Cities, Park and Recreation Districts, OPRD, Disabilities, Public at Large





Oregon Outdoor Recreation Committee

- Establishes priority list for funding grant applications
- Recommendations to OPRD Director
- List approved by Oregon Parks and Recreation Commission





Grant Application Checklist

Attachments – Section 3.3 of the manual

- ✓ LWCF Proposal Description and Environmental Screening Form (PD/ESF)
- ✓ Environmental Assessment (If required)
- ✓ Environmental Impact Statement (If required)





Grant Application Checklist

- ✓ Vicinity Map
- ✓ Map for SHPO Review
- ✓ LWCF Project Boundary Map (a.k.a. 6(f)(3) Map)
- ✓ Site Plan
- ✓ Urban Growth Boundary (UGB) Map
- ✓ Property Deed/Lease Agreements
- ✓ Permits (if required)
- ✓ Construction Plans and Specifications (support facilities)





Grant Application Checklist

- ✓ Land Use Compatibility Statement (LUCS)
- ✓ Appraisal (Acquisition Projects)
- ✓ Appraisal Review (Acquisition)
- ✓ Proof of Willing Seller (Acquisition)
- ✓ Preliminary Title Report (Acquisition)
- ✓ Letters of Support
- ✓ Resolution to Apply





Grant Application Checklist

- ✓ Maintenance Documentation
- ✓ Additional Attachments (or placeholder document)
- ✓ State Natural Resource Agency Review Form





LWCF Boundary Map -Section 6(f)(3)

- The Section 6(f)(3) map must clearly delineate the area to be included under the conversion provisions of Section 6(f)(3) of the LWCF Act
- The Section 6(f)(3) area must encompass a viable public outdoor recreation unit that is capable of being self-sustaining without reliance upon adjoining or additional areas not identified in the scope of the project





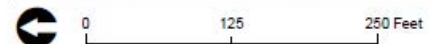
Section 6(f)(3) Map

- Official park/site name, location, project number
- Sufficient detail to legally identify property to be protected under Section 6(f)(3)
- All known outstanding rights and interests
Known easements, deed/lease restrictions, reversionary interests, etc.
- Total Acreage
- North arrow
- Signature of project sponsor
- Up to 11" x 17" format





LWCF Section 6(f)(3) Boundary Map for Stone Creek Park, Bend Park and Recreation District,
LWCF Projects: 41-00403, 41-00548, 41-00950, in the County of Deschutes



1 inch = 75 feet
Map prepared on November 1, 2017

- Boundary of land to be protected 7.14 acres
- Entry point
- Other rights/interest boundary
- Existing indoor structure
- Parcel boundary

Bend Park and Recreation District	Date _____
Oregon Dept of Parks and Recreation	Date _____
National Parks Service	Date _____





Amazon Community Park Playground Renovation Project LWCF 6(f)(3) Boundary Map

NPS# 41-01599

OPRD# OP2535



OPRD
Signature: _____

Amey S. [Signature] June 17, 16
Signature Date
AIC NR

Date: _____

0 250 500 1000
Feet

March 1, 2016





Site plan





PD/ESF

- Proposal Description and Environmental Screening Form should be used to solicit Natural Resource Agency Comments
 - Can be “mostly complete” to solicit comments
 - Natural Resource Agency Comments can help you update or complete the final PD/ESF
- Final PD/ESF (with complete checklist) must be submitted with the application





Proposal Description and Environmental Screening Form

- PD/ESF
 - PD identifies and provides descriptive information about the proposal
 - ESF serves as part of the federal administrative record required by NEPA and its implementing regulations which supports a chosen NEPA “pathway”
 - Will administratively document
 - Categorical Exclusion
 - Further environmental review through EA or EIS





State Natural Resource Review

- See section 3.4 in the Grant Manual for agency contact list
- Complete the Proposal Description and Environmental Screening Form ([PD/ESF](#)) and send it to agencies for review
- Use Transmittal Memo/State Agency Review form - Brief Narrative
- Upload comments received from State Natural Resource Agencies to application
- Follow up with agencies if additional information is requested





Online Grant Application

oprdragrants.org

Oregon Parks and Recreation: Grants Online

[Home](#) [Grants Programs ▼](#)

[Sign In](#)



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](#).

System Requirements: The OPRD Online Grant Application requires the following software:

1. Browser:
 - [Firefox](#) version 17 or higher.
 - [Safari](#) version 7 or higher.
 - [Chrome](#) latest version.
 - Internet Explorer version 9 or higher. (**WARNING:** Using Internet Explorer may lead to unsatisfying results. Not all application functionality is available in Internet Explorer. To create and manage Applications with a minimum amount of frustration, we suggest you use [Chrome](#), [Safari](#) or [Firefox](#) browsers. Click on one of these links to download the appropriate browser.)
2. Javascript must be turned **ON**.
3. Popup blockers need exceptions for this site.
4. If you are not receiving emails from us, please check your spam filters, some filters are intercepting application generated email messages.





Application Tips

- Read the manual, application, and checklist first
- Get started on items that require agency responses early
- Review checklist and understand requirements
- Address each point of the application
- Be honest





Application Resources

- 2018 LWCF Grant Manual
- Online Application Instructions
- PD/ESF with notes
- 2013 – 2017 SCORP
- Application Worksheets in Word
 - Application Worksheets
 - Development/Rehab
 - Acquisition
 - Acquisition & Development

<http://www.oregon.gov/oprd/GRANTS>





Scoring Criteria

CRITERIA TYPE	Possible Points
1. Pre-Application	0
2. SCORP Criteria	
A. Consistency With Statewide Priorities	0-20
B. Local Needs And Benefits	0-30
C. Long-Term Commitment To Maintenance	0-15
3. Overall Site Suitability Criteria	0-10
4. Community Support and Financial Commitment Criteria	
A. Community Support	0-5
B. Financial Commitment	0-10
5. Discretionary Committee Criteria	0-10
Total Points Possible	100





Grant Cycle Overview

Attend a Workshop



Grant Applications Due – March 2, 2018



Oregon Outdoor Recreation Committee Meeting – April 12, 2018



Oregon Parks Commission Approval – April 17, 2018



Applications to NPS for Qualification and Obligation of Funds



State/Federal Agreements



State/Local Agreements



Notice To Proceed





Committee Presentation

- 20 minutes to set up, make presentation and take questions
- Committee members will have already reviewed application
- PowerPoint presentations must be submitted to OPRD by April 5, 2018





Presentations

- Overview
- Be early
- Choose the right presenter
- Hit the high points of the criteria
- Feature what makes your project special
- Allow plenty of time for questions from Committee





Presentations

- Practice giving your presentation
- Presenting handouts to the committee is not advised
- Use good visuals
 - Location, site plan, maps
- Know your audience – focus on recreation!



Questions?

