

 **2014 PRELIMINARY APPLICATION**

 **Land and Water Conservation Fund**

**Grant Program for Alaska**

**Purpose:** The Land and Water Conservation Fund (LWCF) grant program can provide up to 50% matching assistance for land acquisition or development of public outdoor recreation facilities. Funded through the National Park Service, the LWCF grant program is administered by the State of Alaska Department of Natural Resources, Division of Parks and Outdoor Recreation.

**Eligibility:** State, regional or local governments with the legal authority to provide outdoor recreation services on public lands are eligible to apply. Only one application per sponsor will be accepted.

**Amount Available:** Applications requesting no less than $25,000 and no more than $125,000 in grant funds are allowed. For these 50-50 matching grants, the applicant’s total project cost would be at least double the grant request.

**To apply:**

1. Read *Information for Applicants*
2. Review State and Community Priorities listed in the *SCORP Summary: 2009-2014*, pages 6 & 7
3. Review *Alaska’s Outdoor Legacy: Statewide Comprehensive Outdoor Recreation Plan (SCORP)*
4. Review the *Rating Form*
5. Submit a complete *2014* *Preliminary Application* by the deadline.

**View or download these documents at** [**http://dnr.alaska.gov/parks/grants/lwcf.htm**](http://dnr.alaska.gov/parks/grants/lwcf.htm)

**Deadline:** 5:00 PM on Friday, December 5, 2014. Postmark, fax, e-mail or deliver to:

Jean Ayers, Grants Administrator

State of Alaska: Dept. of Natural Resources

Division of Parks and Outdoor Recreation

550 W 7th Avenue, Suite 1380

Anchorage, AK 99501-3561

For questions, e-mail the LWCF grants administrator at jean.ayers@alaska.gov or call 907-269-8694.

**Applicant:** Proposed Project Name and Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Type: \_\_ Development \_\_\_ Acquisition \_\_Combination Acq/Dev

Use the checklist below to ensure all required submittals for your project type.

|  |  |
| --- | --- |
|  **Checklist: Development Projects** |  **Checklist: Acquisition Projects** |
|  | 1. Qualifying Criteria and Certification |  | 1. Qualifying Criteria and Certification |
|  | 2. Project Narrative |  | 2. Project Narrative |
|  | 3. Budget  |  | 3. Budget |
|  | 4. Maps: Location & Project Boundary 6(f)(3) |  | 4. Maps: Location & Project Boundary 6(f)(3) |
|  | 5. Site Plan  |  | 5 . Future Development Plan  |
|  | 6. Land: Title, Deed and Certification |  | 6. Land: Appraisal, if available  |
|  |  |  | 7. Acquisition Summary |

1. **QUALIFYING CRITERIA and CERTIFICATION**

**Qualifying Criteria:** The following are basic eligibility requirements an applicant must meet to be eligible for and sponsor a grant from the Land and Water Conservation Fund. A response of NO to any of the following items will automatically disqualify an application.

|  |  |  |  |
| --- | --- | --- | --- |
| 1. | The project type is identified in the SCORP as a priority. | Yes | No |
| 2. | The applicant is a State, regional, or local entity with legal authority to provide outdoor recreation services on public lands. *(Provide documentation to verify authority.)* | Yes | No |
| 3. | The land is now owned or will be acquired by the applicant/sponsor. *(Provide documentation to verify land ownership.)* | Yes | No |
| 4. | Applicant has resolved or is actively working to resolve LWCF compliance problems.  | Yes | No |
| 5. | Applicant has a Section 504 Self-Evaluation and Transition Plan or is willing to prepare one prior to receiving a grant. | Yes | No |
| 6. | Project development shall be accessible to persons with disabilities. | Yes | No |
| 7. | The grant request (for local or regional applicant) is between $25,000 -- $125,000.  | Yes | No |
| 8. | Information for Applicants, Priorities, SCORP or SCORP Summary, and the Rating Form have been reviewed. | Yes | No |

**Certification:** On behalf of the entity named below, I submit this preliminary application for the project described herein for grant assistance from the federal Land and Water Conservation Fund program. I acknowledge that substantial additional documentation will be required to complete a full application, if this preliminary request is prioritized high enough to receive funding. Further, I agree to cooperate with the Alaska Division of Parks and Outdoor Recreation by furnishing all information necessary to qualify for federal aid, to execute a State/Local Grant Agreement, and to adhere to state statutes and federal regulations governing the LWCF program.

I am aware that this is a 50-50 matching grant program and certify that match is available. I am also aware that the grant, if approved, will be paid on a reimbursable basis and the State of Alaska includes an indirect cost on this project. I am aware that any properties receiving LWCF grant assistance must be maintained, *in perpetuity,* for public outdoor recreation. A deed or restrictive covenant will be placed on the property designating such, prior to any reimbursement from an LWCF grant.

**I certify to the best of my knowledge, the information in this application is true and correct.**

|  |
| --- |
| **Entity Name:**  |
| **Address:**  |
| **City, State and Zip:**  |
| **Authorized Representative (Print or Type)**  | **Contact Person for this Pre-Application:**  |
| Name: | Name: |
| Title: | Title:  |
| E-mail:  | E-mail: |
| Date: | Telephone:  |
| Authorizing Signature:  |

**2. PROJECT NARRATIVE**

1. Approach

a. What do you plan to do with the grant funds? Describe exactly what you plan to acquire or develop and how you expect to proceed with the project.

b. Describe any unique features or special community involvement.

c. Give a detailed time schedule for completion of this project.

d. Explain what other agencies, organizations, consultants or individuals will be doing on the project.

e. Describe your ability to operate and maintain the facility after acquisition/development.

f. Describe any future development plans.

2. Objectives and Need for this Assistance

a. Describe how your proposal meets the priorities identified for your community

 in the current Statewide Comprehensive Outdoor Recreation Plan (SCORP).

b. Review your local and/or regional park and recreation plan. Describe how your proposal ranks as a priority identified in that plan.

c. Include public participation in your planning process. Which community goal(s) will this project address? How did the community identify this need? Summarize any planning studies that highlight the issue.

d. Why does your community need this particular project? Provide infor­mation about economic, social, financial, physical, institutional or other problems related to the need.

 Give examples of how people are adversely affected by the present situation.

 e. For acquisition projects: Explain any particular urgency in acquiring the site.

3. Results or Benefits Expected

a. Who will benefit, and in what way, from this project? Be specific.

b. How will this project help your community?

4. Geographic Location

Where is the project located in your community in relation to other public facilities and the area to be served by the project?

5. Other - if applicable

Describe any other federal funds that are involved in this project or may be used in the future.

1. **BUDGET**

Submit a budget estimating all costs associated with the proposed project. Show expected match amounts and describe sources. See budget guide (form) and budget example.

1. **MAPS: GEOGRAPHIC LOCATION & PROJECT BOUNDARY 6(f)(3)**

Separate maps are recommended for the Geographic Location Map and Project Boundary Map.

However, they may be combined if detailed enough to legibly depict all pertinent information.

See examples.

**Geographic Location:** Submit a map with North arrow depicting the location of the proposed project. A street map, section map, or aerial view using Google Earth or a similar program is acceptable if it shows enough detail (street names, local landmarks, etc.) so that a person unfamiliar with the area could find the site.

**Project Boundary:** Generally, the boundary will include the entire area of the park, open space or recreation area being developed or acquired. At a minimum, the area must be a viable public outdoor recreation unit capable of being self-sustaining without reliance upon adjoining or additional areas not identified in the scope of the project. Any area on the site not intended for outdoor recreation (i.e., fire halls, libraries, cell towers) must be delineated on the map and excluded from the boundary.

**Depict the following on the project boundary 6(f)(3) map:**

1. Project title

2. North arrow

3. Outstanding rights, encumbrances or interests held by others: easements, rights-of-way, power lines, etc. Attach a narrative that explains any immediate or potential impact on the proposed use of the property.

4. Legal description and/or GPS points

5. Size of protected area (in acres)

6. Signature of authorized representative

7. Date

Section 6(f)(3) of the Land and Water Conservation Fund Act requires that property acquired or developed with LWCF assistance be maintained, **in perpetuity**, for public outdoor recreation. Upon execution of an LWCF grant agreement, the area within the proposed or acquired project boundary shall be committed to public outdoor recreation.If development or activity unrelated to public outdoor recreation takes place, it may trigger Section 6(f)(3) provisions regarding conversions. A conversion of 6(f)(3) protected property requires coordination with the State of Alaska and the National Park Service wherein, among other processes, the sponsor must appraise the land “taken” and substitute property of greater or equal fair market value and reasonably equivalent recreational usefulness and location.

**Parcel Map:** A parcel map may also be furnished with this application. The parcel map must show nearby street names, land uses, existing structures and natural features, and easements such as for power lines or pipelines. Show parcel numbers and area in acres per parcel. Indicate planned disposition or usage of any existing buildings. For **Acquisition Projects** make sureparcel numbers match the numbers shown on the Acquisition Information Summary.

# 5. SITE PLAN or FUTURE DEVELOPMENT PLAN

**Development Projects:** Submit a site plan showing all existing, proposed and future development. Project development proposed under this request must be clearly depicted. Existing development and future development should be noted as such. Identify all proposed and existing support facilities, and utilities such as power lines, underground water and sewer lines. If a phased project, provide a master plan for the entire site showing all proposed development. Note portions of the project that currently exist, the portions proposed for development in this request, and those planned for future development.

See example site plan.

**Acquisition Projects:**  Submit a map showing existing and future recreational use of the area to be acquired as well as any contiguous park land. Future uses do not have to be delineated exactly. They may be blocked in to show with reasonable accuracy the intended future location. The map need not be professionally drawn, but must be complete and accurate.

 **6.** **LAND INFORMATION**

**Development Projects -- Title or Deed:** The applicant must have control and tenure of the project site to be developed. Submit a copy of the title or deed to the property with this application. A copy of the title insurance (no less than one year old) may also be provided. In lieu of title insurance, an applicant may submit certification from an authorized representative that title is vested in the applicant entity and that there are no outstanding liens or encumbrances imposed against the property that would adversely affect the proposed outdoor recreation development.

**Acquisition Projects:**  If available, submit a recent copy of an appraisal for the proposed area. Complete the Acquisition Summary Form.