 **Land and Water Conservation Fund**

**Grant Application for Alaska: 2023**

# *Applicant Information*

|  |  |
| --- | --- |
| Applicant (Entity) Name: | Entity EIN: |
| Address: | Entity UEI: |
| City and Zip: |  |
| Contact Name & Title: | LWCF $ Request: |
| Phone and E-mail: | Total Project Cost: |
|  |  |
| Project Name: | |

Project Location:

**Applicant Checklist:** Ensure all required submittals for your project are included. Examples and forms marked with an asterisk below may be found at <http://dnr.alaska.gov/parks/grants/lwcf.htm>

* 1. Applicant Information
* 2. Certifications: Signed and Dated
* 3. Basic Project Information
* 4. SHPO Section 106 \*
* 5. LWCF Boundary Map \*
* 6. Location Map (local view and overall state location) \*
* 7. Site Plan and APE of Project \*
* 8. Budget: Narrative, Table and Standard Forms 424a, 424c and 424d \*
* 9. Application & Revision (A&R) Form \*
* 10. Timeframe for Benchmark or Milestone Activities \*
* 11. Pre-Award Site Inspection Form and Photos of the Site \*
* 12. Control and Tenure Information (Deed, applicable leases, easements, use agreements)
* 13. Negotiated Indirect Cost Rate Agreement (NICRA), if claiming indirect costs
* 14. Acquisition Projects Only: (Letter of intent from willing seller; tax assessment, etc)

**Due:** Postmark hard copy or transmit electronic application by **12:00 noon, Tues, October 31, 2023.** *Follow a standard naming convention for each file* such as “Project Name\_Item\_Description.”   
For example, *King Krab Cannery\_Budget Narrative* or *King Krab Cannery\_ SHPO Section 106 Response*

**DO NOT** submit large reference material. You may include a link and identify page number(s) as applicable. Incomplete applications or those posted after deadline will not be considered.

Submit hard copy applications to… **OR** Electronic applications to…

State of Alaska

Department of Natural Resources E-Mail: DNR.LWCFGrantApp@alaska.gov

Division of Parks and Outdoor Recreation

550 West 7th Avenue, Suite 1380

Anchorage, AK 99501

For questions, please contact the Grants Administrator at [kathleen.tarr@alaska.gov](mailto:kathleen.tarr@alaska.gov) or 907-269-8694.

# *Certifications*

***Match & Reimbursement:*** I certify that match is available for this LWCF 1:1 matching grant program.

I am aware that a grant, if approved, will be paid on a reimbursable basis upon submittal of acceptable financial backup documentation and narrative progress reports to the State of Alaska.

***Retainage:*** The State may withhold reimbursement, up to 10% of the award, until approval of final documents at project completion.

***Indirect Costs:*** Indirect costs may be assessed on the federal share of the project. Applicant must submit current NICRA (or other relevant information per 2 CFR Part 200) with this application to claim indirect costs.

***LWCF Dedication and Protection***: Properties receiving LWCF assistance shall be maintained, ***in perpetuity*,** for public outdoor recreation. Prior to receiving reimbursement under this program,

applicant shall record on the property title that the property is dedicated to public outdoor recreation per the Land and Water Conservation Fund Act

***Inspections and Conversions:*** LWCF-assisted properties shall be inspected at least once every five years after project completion, and may be conducted in conjunction with State of Alaska and/or National Park Service (NPS) staff. Inspection reports shall be forwarded to the State for monitoring and adherence to LWCF guidelines. If non-public recreation use is discovered, or is proposed on the property, our entity will work with State and NPS LWCF staff to determine and resolve any potential conversion issues.

***Cooperation:*** I will adhere to all applicable local, state and federal laws and regulations, as well as guidelines governing the LWCF program.

**As authorized representative of the applicant, I have read and understood the criteria above.**

**On behalf of the applicant entity, I certify to the best of my knowledge that the information in this application is true and correct.**

|  |
| --- |
| **Authorized Representative: (Type or Print)** |
| Name: |
| Title: |
| Address: |
| City, State & Zip: |
| Entity Name: |
| Signature of Authorized Representative: |
| Date: |

# *Basic Project Information*

1. Project Name: \_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Project Type: \_\_\_\_ Development \_\_\_ Acquisition \_\_\_Combination Acq/Dev
3. Total Project Cost: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ LWCF Grant Amount Requested: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Street Address of the Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. City and Zip Code of the Project: \_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. GPS Coordinates to Entrance (Latitude & Longitude): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. Current or Future Name of the Park/Rec Facility: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_
8. Project Scope:Describe what you intend to accomplish with this grant. *(i.e., add 1 mile of asphalt bike trail around the perimeter, upgrade fall surfacing and play equipment for toddlers at XYZ Park.)*

1. Have LWCF grants been used in this project site before? \_\_\_\_\_\_\_\_\_\_ If so, list the LWCF grant number(s) and project name(s), if known.
2. If this site is already protected by LWCF, how many acres are protected? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Normally an entire park is covered. If less than total park acreage, explain.

1. Number of new acres to be LWCF-protected with this project, if applicable. \_\_\_\_\_\_\_\_\_\_ \_\_\_

1. If protected but no new acreage is added, how many acres will be enhanced? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Describe the proximity to and accessibility of this site for public use. (Is it adjacent to or connected to other trails? How close to a bus route? Within walking distance of expected users?)
3. Demographics: Describe various age and population groups who will be served by this project. (Will toddlers, youth, elders, special needs, low income, or minority populations be served?)
4. Describe beneficial aspects and partnerships in this project. (Energy efficient components, innovative features, funding partnerships?)
5. O & M: Describe staff, budget, and plan for ongoing operation and maintenance of this project.

# *SHPO Section 106*

**SHPO Section 106:** Contact the State of Alaska Office of History and Archaeology (OHA) to determine whether cultural or historical resources may be affected. Submit a copy of OHA’s written response (or proof that you initiated contact and are awaiting response) with this LWCF application. *See example for Section 106 review and further information at*  <http://dnr.alaska.gov/parks/oha/shpo/sec106.htm>

# *Maps and Site Plans*

**LWCF Boundary Map**: Depict the area which will be maintained and operated in perpetuity for public outdoor recreation. Include the following on the boundary map.

* North Arrow and Legend
* Signature and Date
* Clearly defined boundary
* Acreage within the boundary
* GPS corner points, latitude and longitude, or include legal descriptions
* Street names, mileposts, main entrances into the park
* Any rights-of-way, easements, utility corridors, or non-public or non-recreational uses to exclude from LWCF protection

**Location Map:** Show the project area in relation to the neighborhood or larger community, and to Alaska. Include street names or mileposts, park entrances, a north arrow, and local landmarks. *See examples.*

**Site Plan and APE:** Label or depict in a legend both existing and proposed features within the site boundary. Indicate which specific features or elements, if any, would be assisted with this LWFC application. Show the Area of Potential Effect (APE) of the project. *See examples.*

# *Budget: Narrative, Table, and SF-424s*

For local projects, the maximum grant request is $125,000. The minimum is $25,000. Provide both a budget narrative and a budget table. Include Standard Forms 424a ,424c and 424d. Incorporate your indirect cost in your budget and on the 424a, line 1. *See example budget* [*https://dnr.alaska.gov/parks/grants/lwcf.htm*](https://dnr.alaska.gov/parks/grants/lwcf.htm)

**Note:** if total project exceeds $250,000, you may be subject to *Build America, Buy America* *Act* requirements.

If LWCF-assisted elements are part of a much larger project, delineate as such. Identify all funding sources, not just the match. Note: Most federal funds are ineligible as match for LWCF. Donated land is usually ineligible as match. Contact the LWCF grants administrator if you have questions.

# *Timeframe for Benchmark or Milestone Activities*

Provide a timeframe for measurable benchmark or milestone activities. *See example below or at* [*https://dnr.alaska.gov/parks/grants/lwcf.htm*](https://dnr.alaska.gov/parks/grants/lwcf.htm)

April - May 2024: Execute grant agreement and order playground equipment.

June – Aug 2024: Create bid documents and advertise project.

Sept – Oct 2024: Award contract. Clear and grub area. Grade and level site.

May – Sept 2025: Construct paths in park. Purchase and install play equipment.

Oct – Dec 2025: Inspect park. Open for public use. Submit final grant reports & billings; close grant project.