

FY 2018 NEVADA LAND AND WATER CONSERVATION FUND GRANT APPLICATION



Please read the Grant Manual thoroughly before proceeding with an application. The application and manual are available online at <http://parks.nv.gov/grants/land-water-cons-fund/>.

APPLICATIONS DUE: MAY 25, 2018, 12:00 PM

PLEASE SUBMIT VIA EMAIL TO: JKEILLOR@PARKS.NV.GOV

For assistance, please contact:

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APPLICANT INFORMATION

Applicant Name:	
Applicant Mailing Address:	
Contact Person	
Phone Number:	Email:
Tax ID or EIN#:	DUNS #

PROJECT INFORMATION

Project Name:			
Project Address:			
County:		Congressional District:	
Latitude:	Longitude:	Township:	Range:
Project Dates: Start:		Completion:	
Project Type:	<input type="checkbox"/> Acquisition	<input type="checkbox"/> Development	<input type="checkbox"/> Combination
Landowner:			

LAND CONTROL AND TENURE

Please attach documentation

<input type="checkbox"/> Fee simple ownership without encumbrances
<input type="checkbox"/> Lease from a federal agency (specify which) with a remaining term of 25 years or more
<input type="checkbox"/> Easement (please provide type)
<input type="checkbox"/> Other (describe):

PROJECT COSTS

Please do not submit match not directly related to the project

Grant request:	Percent of total:
Match amount:	Percent of total:
Total project cost:	Grant request and Match =100%

PROJECT DESCRIPTION

300 words maximum. Describe exactly what work will be completed.

Applicants are encouraged to do each of the following, prior to continuing with this application:

- Review the *LWCF Grant Manual*. This document will provide detailed information about the entire LWCF grant program, from the initial planning of new projects to the long-term maintenance of past projects. The grant manual is available on the NDSP website or by contacting NDSP staff (contact information below).
- Review the *Nevada Comprehensive Outdoor Recreation Plan (SCORP)*. Special attention should be paid to Part Three, which describes current outdoor recreation priorities. The SCORP is available on the NDSP website or by contacting staff.
- Review the current LWCF grant cycle announcement. In the months before a new grant cycle is to begin, NDSP will issue an announcement confirming available funds, deadlines, and any modifications to the program that might vary from the grant manual.

PROJECT NEED

2 criteria, maximum possible score of 7 points

Applicants must clearly explain how their project would fulfill an outdoor recreation need in Nevada. Specifically, applicants are prompted to describe the specific need, explain how their project provides a solution, and demonstrate how conditions would be improved, upon completion of the project. The specific criteria are:

Inclusion in Current Development Plans

Is the proposed project identified in a finalized, active community planning document? Such documents may include (but are not limited to): municipal master plans, open space plans, economic reports, or other studies commissioned by public entities.

Applicant will provide:

Narrative description of the project's role in current, accepted community development plans. Applicant may include supporting documents as deemed appropriate.

Scoring Rubric

- 4 Project is specifically identified as a priority within an existing plan
- 3 General project type is identified as a priority
- 2 Project not mentioned in a plan, but compelling justification is provided
- 1 Project not mentioned, nor is project fully justified, given other community priorities

Describe the project's role in current, accepted community development plans. Attach supporting documents as deemed necessary.

Impact on Recreational Opportunities

How will the proposed project expand the recreational options available to a community? Projects must strive to either bring new recreation options to an area or population or improve upon existing facilities such that new areas or populations can engage them. This includes American with Disabilities Act (ADA) retrofits, as well as any other elements that improve accessibility for underserved populations. Underserved is defined as an area or population with inadequate services, facilities, and/or a lack of access to recreation opportunities.

Applicant will provide:

Narrative description of a project’s ability to enhance recreation options for an underserved area or population. Applicant may include supporting documents as deemed appropriate.

Scoring Rubric

- 3 Project introduces an entirely new opportunity to an area or population
- 2 Project improves an existing opportunity so that new areas or populations are accommodated
- 1 Project improves an existing opportunity, but does not expand its impact

Describe the project’s ability to enhance recreation options for an underserved area or population. Attach supporting documents as deemed necessary.

PROJECT QUALITY

5 criteria, maximum possible score of 16 points

While it is important to establish the need for a project, it is also necessary to determine the ability of any specific proposal to fulfill that need. This section assesses an applicant's particular strategy for accomplishing their stated goals. The specific criteria are:

Project Readiness (logistics)

Is the project "shovel-ready"? Projects need not be completely ready to go, but a clear schedule must be established, logistics must be addressed, and contingencies planned for. Note: this criterion also considers environmental (NEPA) and cultural (NHPA/Section 106) compliance.

Applicant will provide:

- Documentation which confirms project schedules, logistical strategies, and contingencies.
- For NEPA compliance, applicant must provide one of the following documents: *Record of Decision, Finding of No Significant Impact, or Categorical Exclusion.*
- For NHPA compliance, applicant must provide evidence of concurrence with the Finding of Effect, as provided by the Nevada State Historic Preservation Office (SHPO).
- For acquisition projects, applicants must provide an appraisal, Offer to Purchase, Statement of Just Compensation, and the property owner's response to the Statement for Just Compensation.

Scoring Rubric

- 3 Project will begin immediately
- 2 Project will begin within six months
- 1 Project will begin within one year

A. Please attach documentation which confirms project schedules, logistical strategies, and contingency plans. A narrative description may also be included here:

B. NEPA compliance: attach the applicable NEPA document (ROD, FONSI, CE)

C. NHPA compliance: attach the SHPO letter of concurrence or (if SHPO concurrence has not been obtained), please answer the following questions:

Describe the extent of ground disturbance for this project. Specifically, describe the length, width, and depth of the most significant instances of excavation/digging.

Describe both current and past ground disturbance in the proposed construction area.

Describe any cultural resources in the project area. This may include known historic buildings, archaeology sites, and any other objects estimated to be over 50 years old.

Please attach the following three (3) maps:

1. General location map (showing project area within the state or county)
2. Topographic map (7.5 minute series quadrangle, 1:24,000 scale) with project boundary and map name. Topographic maps are preferred but aerial photos will suffice
3. Detailed site plan indicating specific project elements (e.g., structures, trail alignment)

For all maps, please include a key, north arrow, scale, and map name (if available). Maps larger than 11x17 will not be accepted.

Please attach the following photographs:

- At least two (2) overviews of the project area from different angles and distances
- Please include photos of known cultural resources, if present.

D. For acquisition projects: attach the appraisal, Offer to Purchase, Statement of Just Compensation, and the property owner's response to the Statement for Just Compensation.

Partnerships

Does the applicant have commitments from partners who will move the project forward? This criterion assesses the level of cooperation between the applicant and those who have committed to functional roles in the project. Partnerships can be established for management, funding, volunteered labor, sponsorships, donations, underserved community engagement, and other aspects of a project. Letters of support must describe partnership and commitment to the project.

Applicant will provide:

Narrative description of how project partners will cooperate to achieve project goals, as well as evidence that the relationship(s) are formalized or otherwise confirmed (e.g., contract, memorandum of understanding/agreement, letter of commitment, or other signed documentation).

Scoring Rubric

- 3 Applicant will complete project with two or more partners
- 2 Applicant will complete project with one partner
- 1 Applicant will complete project without partners

Describe the confirmed partnerships for this project. Attach supporting documents that confirm these relationships.

Public Involvement

Was the public involved in the development of the project and its goals? Every project must give the public an opportunity to convey their perspectives. In particular, underserved communities must be identified and engaged. Underserved is defined as an area or population with inadequate services, facilities, and/or a lack of access to recreation opportunities. Public involvement may include (but is not limited to): workshops, public meetings, surveys, and letters of endorsement from community groups.

Applicant will provide:

Documentary evidence of both the scope and substance of public involvement (e.g., meeting notes, survey results, letters of endorsement). Applicant must specifically describe how they addressed:

- the engagement of underserved populations, and
- concerns raised by the public, in regards to the project.

Scoring Rubric

- 3 Clear evidence of public involvement and comprehensive attention to public concerns
- 2 Public involvement was solicited, but concerns not addressed
- 1 Public involvement not solicited or otherwise not appropriate for project scale or impact

Describe the nature and extent of public engagement with this project. Please detail specific engagement with underserved populations and what is being done to mitigate any concerns conveyed by the public generally. Attach supporting documentation as deemed necessary.

Innovation and Best Practices

Does the project implement new and/or broadly accepted methods? Innovations need not be completely new to an industry or sector, but might be new to Nevada, a particular community, or to the applicant’s organization. Creative solutions can be applied to any aspect of the project: planning, design, construction, funding, partnerships, underserved community engagement, etc. Best practices should be utilized in all aspects of the project.

Applicant will provide:

Narrative description of innovative solutions and/or the degree to which current best practice is being followed across all aspects of the project. Applicant may include supporting documents as deemed appropriate.

Scoring Rubric

- 3 Project utilizes innovative solutions and best practices in all phases
- 2 Project utilizes innovative solutions and best practices in some phases
- 1 Project does not utilize innovative solutions or best practices

Please describe both the implementation of best practices and their source (e.g., industry association, academic research, etc.). In addition, describe any innovations being implemented.

Budget

Are cost estimates appropriate for the work proposed? In addition, is the projected match available and/or secured? Applicants often assume that lean budgets are preferred. However, budgets must be realistic and designed to avoid future delays or project amendments. Please ensure estimates are accurate for projected inflation of costs over the years the project is in progress. Matching funds must be secured by the time applications are submitted, so that they are a settled/confirmed element of the budget.

Applicant will provide:

Documentation of cost estimates and a narrative rationale for particular budgetary choices, as the applicant deems necessary. The status of matching funds must be documented with evidence that the arrangement is confirmed or otherwise secure (e.g., contract, memorandum of understanding/agreement, letter of commitment, or other signed documentation).

Scoring Rubric

- 4 Cost estimates are realistic and match is secured
- 3 Match is secured, but cost estimates are not realistic
- 2 Cost estimates are realistic, but match is not secured
- 1 Match is not secured, nor are cost estimates realistic

Please attach the project budget (Appendix A includes a sample budget form, but you may use another format). Matching funds must be accounted for. Attach supporting documentation as deemed necessary.

If desired, a narrative description of the above documents may be added here:

ALIGNMENT WITH RECREATION GOALS

7 criteria, maximum possible score of 50 points

In order to receive LWCF funds, every state must develop a *State Comprehensive Outdoor Recreation Plan* (SCORP). This report requires updating every five years and provides a means to incorporate public input, current research data, and best practices for recreation planning. Most importantly, the SCORP must include outdoor recreation goals (priorities) that will serve as the basis for scoring LWCF grants, via the OPSP.

The degree to which a project aligns with SCORP priorities is the most important element of the scoring process (i.e., this section is worth more points than any other section).

Applicants will provide:

Narrative explanation of how the project fulfills the intent of each SCORP priority. Applicants must describe their engagement with underserved populations where applicable. A detailed explanation of these priorities may be found within the current SCORP.¹ Nevada’s current outdoor recreation priorities are:

- Priority 1: Maintenance and/or rehabilitation of existing facilities
- Priority 2: Ensure safety
- Priority 3: Connectivity between trails, facilities, and other locations
- Priority 4: Engage youth
- Priority 5: Develop new facilities
- Priority 6 (tie): Integrate with economic goals
- Priority 6 (tie): Conserve water and habitat

Scoring Rubric

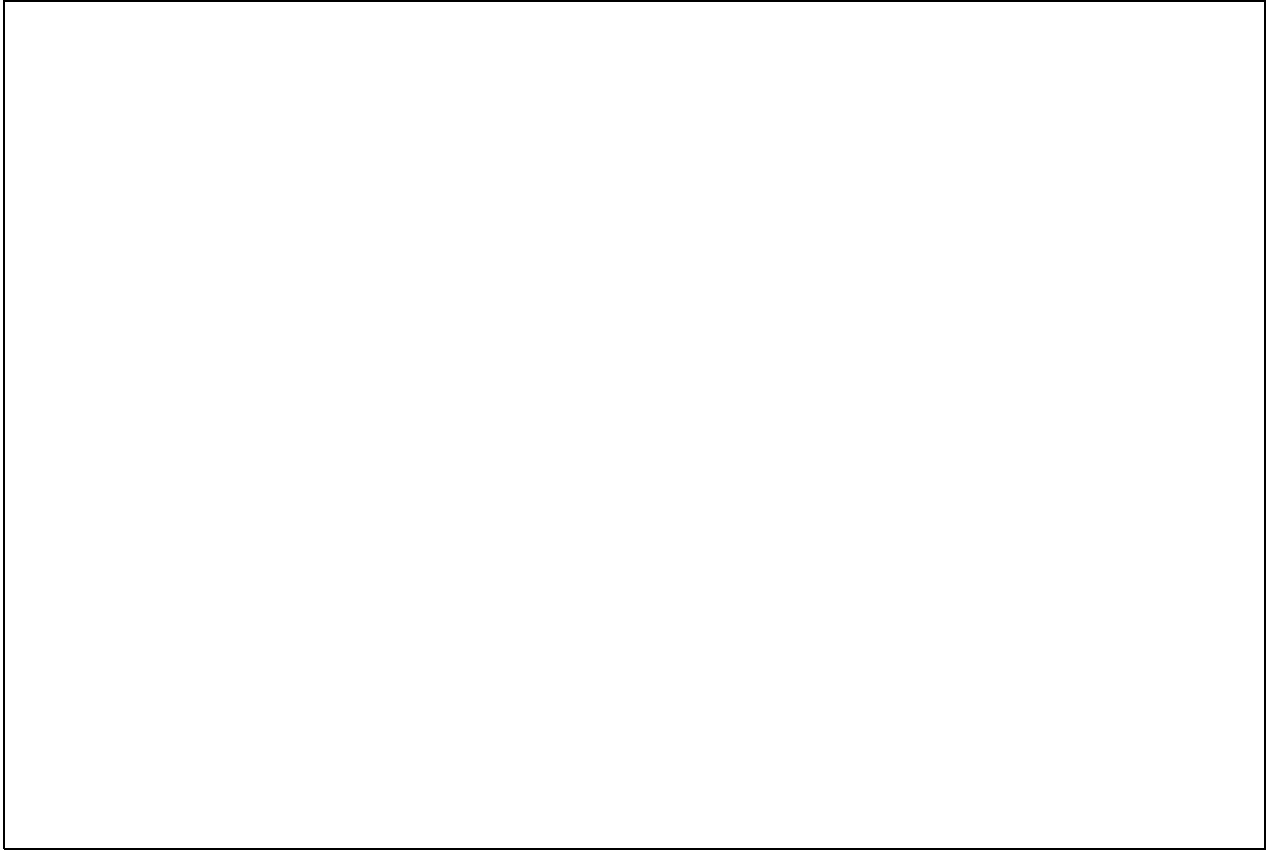
Nevada’s outdoor recreation priorities are weighted to reflect their importance as described in the SCORP.² Each narrative response will be rated along a scale, with zero representing “no alignment” with a particular priority and the highest possible score representing “significant or complete alignment” with a particular priority. Committee reviewers may rate a response anywhere within its weighted range, in order to assess the relative degree to which a project aligns with a priority.

	Significant alignment	Moderate alignment	No alignment
Priority 1	10	from 9 down to 1 point	0
Priority 2	9	from 8 down to 1 point	0
Priority 3	8	from 7 down to 1 point	0
Priority 4	7	from 6 down to 1 point	0
Priority 5	6	from 5 down to 1 point	0
Priority 6 (tie)	5	from 4 down to 1 point	0
Priority 6 (tie)	5	from 4 down to 1 point	0

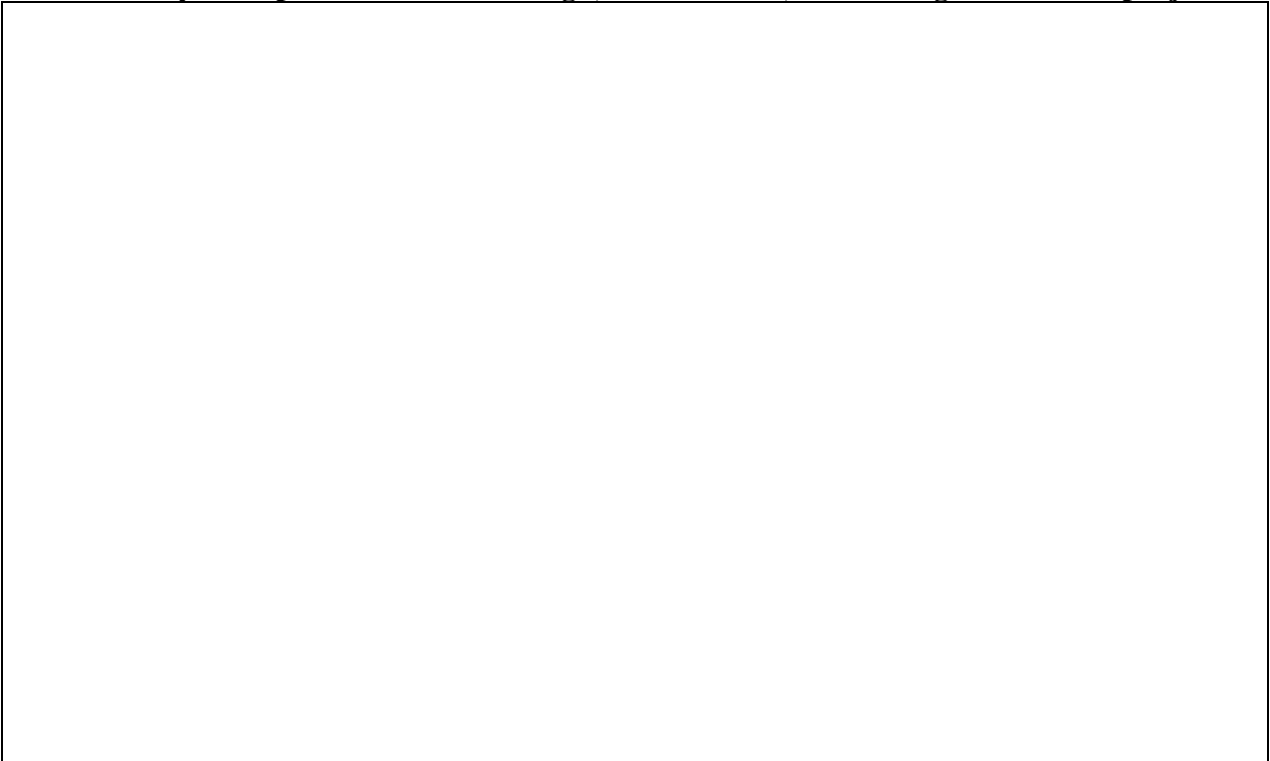
¹ Nevada Division of State Parks, *Nevada Comprehensive Outdoor Recreation Plan 2016 – 2021*.

² NDSP, *SCORP 2016-2021*, page 28.

How will the project contribute to the maintenance and/or rehabilitation of existing outdoor recreation infrastructure?



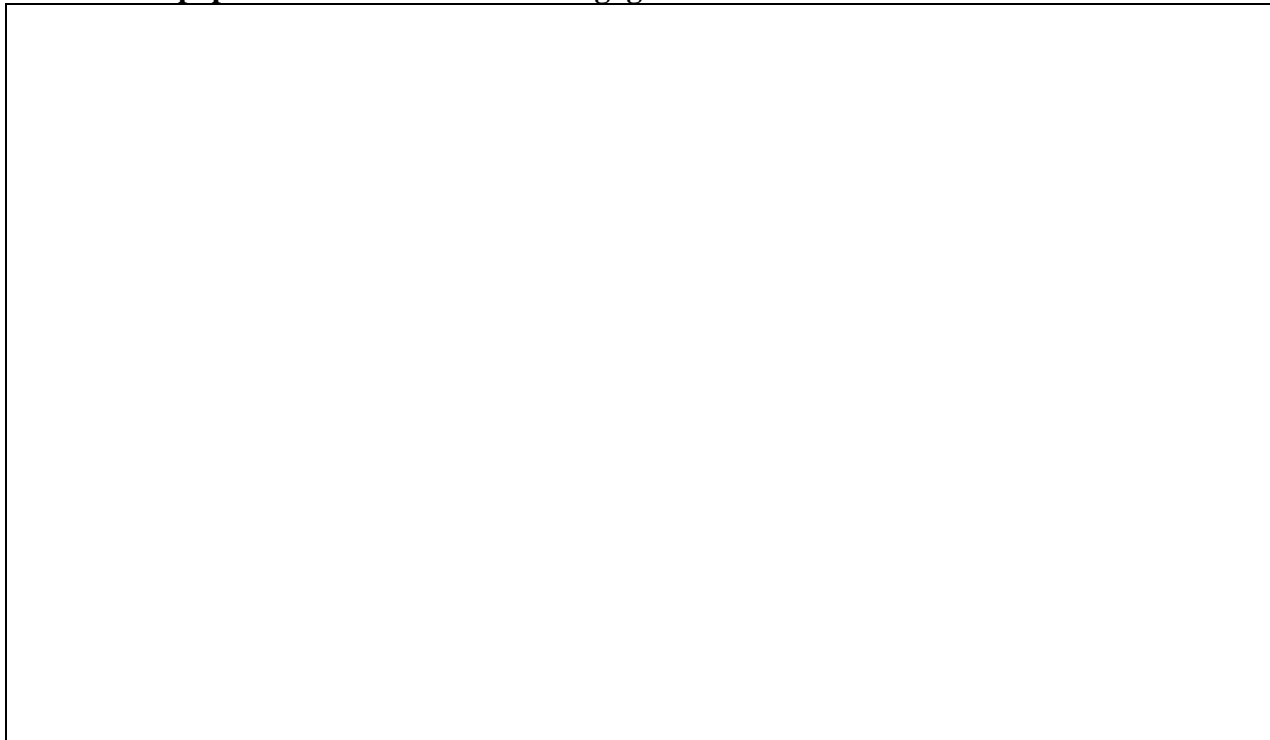
How will safety be implemented in the design, maintenance, and management of the project?



How does the project increase connectivity between trails, facilities, or other locations?



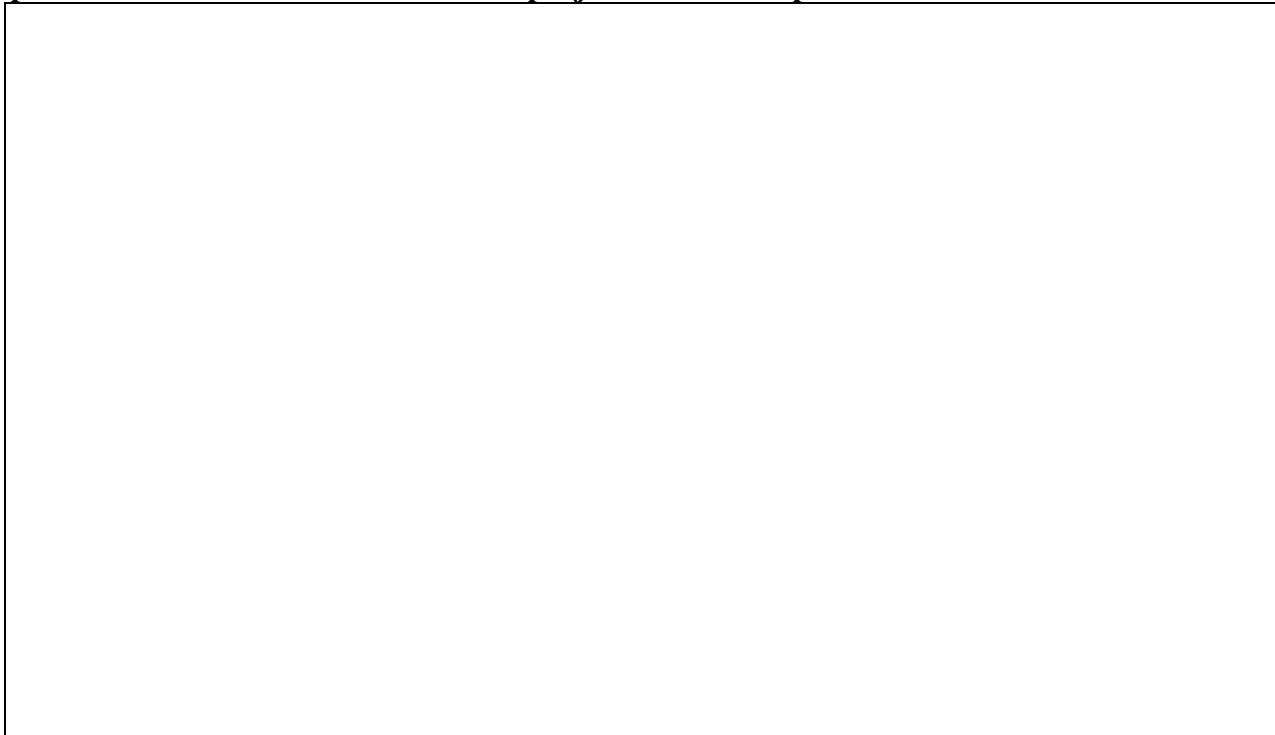
How does the project engage youth? If applicable, please detail how youth within underserved populations or areas will be engaged.



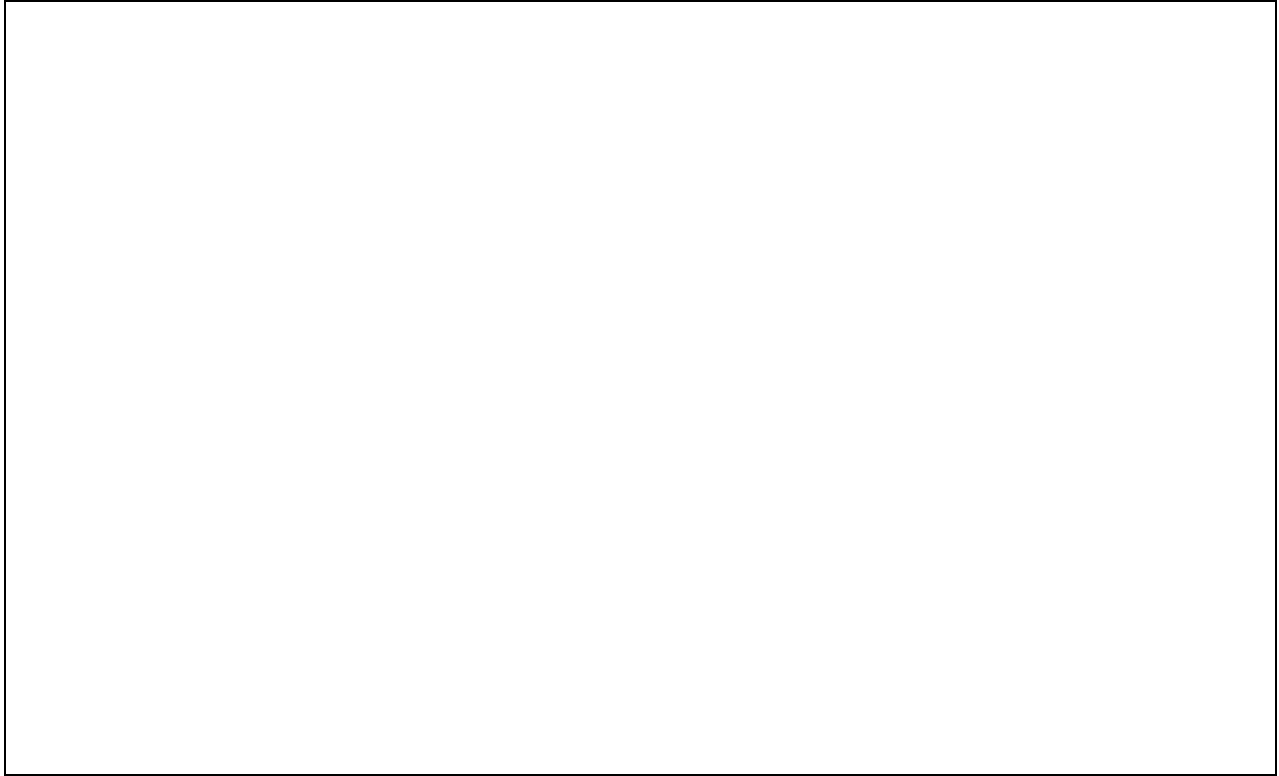
How will the project contribute (or otherwise complement) the development, maintenance, and/or management of new outdoor recreation facilities?



How does the project contribute to the economic vitality of its community? Please detail the specific actions taken to determine the project's economic potential.



How will the project contribute to the conservation and/or rehabilitation of water and habitat?



APPLICANT HISTORY

3 criteria, maximum possible score of 9 points

In addition to explaining the fundamental need for a project, justifying the particular plan for meeting that need, and detailing a project's fulfillment of SCORP priorities, applicants must be able to demonstrate a successful management record. The specific criteria are:

Grant Management History

What are the applicant's experiences with grant management? A general record of successful grant oversight is necessary. Previous experience with LWCF grants is preferred, but not required.

Applicant will provide:

Narrative description of grant management experience in order to establish an adequate sense of the applicant's capability. The description need not include every grant project managed by an entity. It should emphasize the grant management experiences of current personnel who will be involved with the project under consideration. Please note: this description must include not only successful instances of grant management, but also the challenges faced by the applicant (if any), and their response to project adversity.

Scoring Rubric

- 3 Applicant demonstrates consistent success in management of LWCF grants
- 2 Applicant has not managed LWCF grants, but demonstrates consistent success in management of other grant projects
- 1 Applicant demonstrates inconsistent management of grants (LWCF or otherwise)

Summarize the grant management experiences of both the organization and the personnel responsible for this specific project. This may be done with attachments and/or a narrative.

Project Management History

How was the applicant's performance (beyond grant management) as assessed by auditors or other institutional reviewers? Per CFR 200.205, applicants may be assessed upon their financial stability, quality of management systems, history of performance, reports and findings from audits, and their overall ability to implement any necessary requirements of an LWCF project.³

Applicant will provide:

Summaries of audits, institutional reviews, or other independent assessments related to organizational management and the overall institutional ability to consistently complete stated objectives. Applicant should include their record of engaging with underserved populations as well. A narrative explanation may be included with any documents, as the applicant deems appropriate.

Scoring Rubric

- 3 Consistently positive audit findings for the last seven (7) years
- 2 Inconsistent audit findings for the last seven (7) years
- 1 Consistently problematic audit findings for the last seven (7) years

Summarize your organization's project management record as it is reflected in assessment documents and reviews. This may be done with attachments and/or a narrative.

³ U.S. Government Publishing Office, Code of Federal Regulations, Title 2, Subtitle A, Chapter II, Part 200, Subpart C, 200.205: Federal awarding agency review of risk posed by applicants.

Maintenance Capacity

Does the applicant have the capability to perpetually maintain the facility once the project is complete? All property acquired or developed with LWCF assistance must be maintained perpetually in public outdoor recreation use (per the National Park Service). In general, past results are not a reliable indicator of future performance. Applicants must emphasize the planning strategies that will ensure perpetual use going forward.

Applicant will provide:

Evidence of their institutional ability to maintain projects over the long term, from project completion forward. Documentation may include, but is not limited to: operations & maintenance plans, programmatic agreements, memoranda of understanding/agreement, or charters.

Scoring Rubric

- 3 Perpetual maintenance is very likely
- 2 Perpetual maintenance is somewhat likely
- 1 Perpetual maintenance is not likely

Describe your organizational capacity to maintain facilities in perpetuity. This may be done with attachments and/or a narrative.

PROJECT MAPS

Each application requires the following graphics:

- General location map (showing project area within the state or county)
- Topographic map (7.5 minute series quadrangle, 1:24,000 scale) with project boundary and map name. Topographic maps are preferred but aerial photos will suffice.
- Detailed site plan indicating specific project elements (e.g., structures, trail alignment)
- 6 (f) (3) boundary map

For all maps, please include a key, north arrow, scale, and map name (if available) Maps larger than 11x17 will not be accepted.

Please note: the general, topographic, and detail maps were required as evidence of cultural resource compliance in a previous section of this application. If those maps were already attached to this application, they need not be duplicated here.

6 (f) (3) PROJECT BOUNDARY MAP

The following elements must be included in each 6 (f) (3) boundary map:

Project Area

The LWCF boundary should generally include the entire park or recreation area being enhanced with grant funds. Exceptions will be made only in the case of larger parks, in which smaller, self-sustaining units may reasonably be understood to exist. Park areas that are incompatible with LWCF requirements should not be included in the boundary. The boundary must be a viable public outdoor recreation space that can be maintained without reliance upon adjoining or additional areas not identified in the project scope. In no case will the areas covered by the 6(f)(3) boundary be less than that acquired with L&WCF assistance.

Map Elements

The 6 (f) (3) boundary map will identify the following:

- Title of the project or project component.
- Date of map preparation and signature of the preparer and/or authorizing official.
- Area(s) under lease(s) and the term(s) remaining on that lease(s).
- All known outstanding rights and interests in the area held by others. Known easements, deed/lease restrictions, reversionary interests, etc. are to be included. Those outstanding rights and interests which, in the opinion of the applicant, would not adversely impact the utility and viability of the recreation area if exercised and not intended to be included under the conversion provisions of Section 6(f)(3) of the Act should be specifically identified
- Project area in sufficient detail so as to clearly identify the lands being afforded protection under Section 6(f)(3). The following methods of identification are acceptable:
 - Deed references
 - Adjoining ownership
 - Adjoining easements of record
 - Adjoining water bodies or other prominent natural landmarks
 - Government survey with section (or quarter section) corners indicated OR

metes and bounds survey with boundary dimensions and directional bearings.

If the above methods are not suitable to the project area, measurements from permanent locators may be used. A formal survey is not required.

Review

Prior to final approval of a project, the NPS will review and accept the dated project boundary map's identification of the area to be protected by Section 6(f)(3) of the Act as well as any land or rights in land excluded from that protection.

Alteration to Project Area

Prior to the date of final billing for the project or project element, the State and the NPS may mutually agree to alter the project area to provide for the most satisfactory unit intended to be administered under the provisions of Section 6(f)(3), except that acquired parcels are afforded Section 6(f)(3) protection as L&WCF reimbursement is provided.

PROPOSAL DESCRIPTION AND ENVIRONMENTAL SCREENING FORM (PD/ESF)

The PD/ESF is a separate document required by the NPS to provide descriptive and environmental information regarding your project. It must be filled out unless NPS agrees that another NEPA document can be submitted. When filling out the form:

- Please type directly into the form
- Do not re-format the form other than spacing and deleting sections that are not applicable to your project.
- Please follow the directions carefully and contact NDSP grant staff as you need assistance.
- Refer to https://www.nps.gov/orgs/1812/upload/NPS_NEPAHandbook_Final.pdf for information on Categorical Exclusions.

APPENDIX A

Budget & Project Costs Estimate (SAMPLE)

(Note: Sample cost estimates do not necessarily reflect current construction costs.)

Project Name _____ Development of Sandy Beach Park _____

Construction Costs:

Clearing, grubbing, filling and topsoil	\$ 7,000
Demolition and removal of obsolete bathhouse (condemned by County Health Department)	1,000
Construction of a 50-car parking lot and a 20' x 200' park entrance road, including curbing, paving, signs and marking.	20,000
Installation of a lighting system for the parking and restroom areas; power lines to be underground.	8,000
Installation of an automatic irrigation system for 10 acres and delivery of water to model boat lagoon.	25,000
Construction and installation of 15 concrete picnic tables and benches.	10,000
Installation of 10 cast-iron barbecue stoves.	500
Installation of 5 underground trash receptacles with pop-up lids and asphalt tile and cement conduit liners.	1,000
500' of 5' wide cement walkway from parking lot to vista.	11,000
Construction of a surfaced 8' wide, 1,300' long bicycle trail that meanders from park entrance to the park's southern extremity.	2,000
Construction of an interpretive 20' x 50' ramada that will explain the natural history and mythology of the "Wounded Pig Blowhole." (Blowhole dioramas and displays are not covered in this request.)	30,000
Installation of a 20' long bicycle rack.	500
Construction of 2 outdoor shower pads with decorative lath screening.	2,000
500' of sewer connection to new restroom facilities.	5,000
500' of 4" domestic water main.	5,000

900' of 1" domestic water line to showers, draining fountains and restrooms.	6,000
100' of water main from the old irrigation well to the irrigation system.	600
Electrical lead-in line (underground) and transformer (does not include any of the work in "installation of lights").	2,000
Storm drain from parking area to Haw Creek (200' long).	1,000
Model boat lagoon specially designed for enjoyment of radio-controlled model power boat enthusiasts.	1,000

Architectural, Engineering, and Inspection Costs

Master planning ("A Plan for Sandy Beach Park" prepared by Apex Environmental Planning, Inc.)	4,500
Engineering and preparation of plans, specifications and contracts done by city forces.	5,000
Engineering supervision of contractual construction.	2,000

Relocation Costs

Cost of administering relocation (Part III, Section B, Item 8).	50
Relocation of tenant (Part III, Section B, Item 9).	<u>250</u>

Subtotal **\$157,600**

Note: Show donations on the cost estimate. Donations need approval prior to project approval