

2020 LWCF Outdoor Recreation Legacy Partnership Program

National Park Service

and

the New York State Office of Parks, Recreation, and
Historic Preservation

New York State Supplementary Information

Applications Due:

Friday, June 5, 2020

NPS Opportunity Number: P20AS00029

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About This Document

This document is provided as a supplement to the *National Park Service 2020 LWCF ORLP Notice of Funding Opportunity (January 31, 2020)*. It is intended for the sole use of applicants from New York State seeking entrance into the 2020 National Park Service Land and Water Conservation Fund Outdoor Recreation Legacy Partnership Program (LWCF ORLPP) grant competition. It contains selected information adapted from the above-referenced document and tailored to applicants from New York State.

Overview

On January 31, 2020 the National Park Service (NPS) announced the availability of \$40 million through the Land and Water Conservation Fund (LWCF) Outdoor Recreation Legacy Partnership Program. This federal, nationwide, urban-focused grant program is aimed at projects that will create or reinvigorate parks and other outdoor recreation spaces to encourage people to connect or re-connect with the outdoors. Priority will be given to projects that will:

- directly connect people to outdoor places in communities that are underserved in terms of outdoor recreation;
- create short-term and/or permanent jobs and/or help stimulate economic development;
- create, engage and empower members of the affected community;
- involve and expand public-private partnerships;
- rely on a high degree of coordination among the public, multiple levels and branches of government, and the private sector to improve recreation opportunities; and
- advance the goals and recommendations of [2020-2025 Statewide Comprehensive Outdoor Recreation Plan](#) (SCORP).

Purpose

The objectives of the LWCF ORLPP are to provide grants to acquire and/or develop public lands for outdoor recreation purposes consistent with the purposes of the LWCF, but with the further specific goals of funding projects that:

- are located within or serve jurisdictions of 50,000 or more people and designated as “urbanized areas” by the 2010 U.S. Census.
 - A graphical, navigable map of all the urbanized areas, as delineated by the 2010 U.S. Census – has been made available by OPRHP at this link: <https://arcg.is/104jGW>
 - The Census Bureau has published maps delineating each urbanized area, which can be found at https://www2.census.gov/geo/maps/dc10map/UAUC_RefMap/ua/.
- are located within (**preferred**) or directly accessible to neighborhoods or communities that are underserved* in terms of parks and recreation resources; and
- are located within (**preferred**) or directly accessible to neighborhoods or communities where there are significant populations of people who are economically disadvantaged.

*For the purposes of this competition, “underserved communities” are those with: (1) no existing parks; (2) some existing parks but not enough to support the size of the population of the service area or otherwise able to satisfy existing recreational demand; or (3) some existing parks (potentially even an adequate number of parks) that are so deteriorated/obsolete or underdeveloped that a major redevelopment or rehabilitation would significantly increase the number of people who could be served and/or significantly increase the types of recreational opportunities that would be provided (in a way that could be equated to the impact of a new park).

Eligibility

Applicants must either:

- represent a jurisdiction of at least 50,000 people AND be – at least in part – situated within the geographic boundary of the urbanized areas delineated by the 2010 Census. (A navigable map of 2010 census urbanized areas are available at <https://arcg.is/104jGW>); OR
- be a State agency, State authority, or county government with a project proposal that would serve one more of the urbanized area jurisdictions as described above.

Project Criteria

All proposals must:

- seek at least \$300,000, but no more than \$1,000,000 in LWCF ORLPP funds;
- be either be a proposal for acquisition, development, or both;
- create a new outdoor recreation space or reinvigorate an existing outdoor recreation space; AND,
- be an eligible project under LWCF Manual Vol. 69 (10/1/2008) available at https://www.nps.gov/subjects/lwcf/upload/lwcf_manual.pdf.

Targets

All proposals must:

- target low-income neighborhoods;
- show and describe potential economic benefits; AND describe in detail how this project will create both short- and long-term employment opportunities.

Application

Applications must be submitted to the New York State Office of Parks, Recreation, and Historic Preservation (OPRHP) through the [Grants Gateway](#). General steps to apply for a grant are available at: <https://grantsmanagement.ny.gov/apply-grant>.

Grants Gateway

Mailed, hand-delivered, faxed or e-mailed submissions will **NOT** be accepted. Applicants are strongly encouraged to submit their applications well in advance of the application deadline. Late applications will not be accepted. Applicants will be unable to click “submit” or make changes to the application after the deadline has passed. Applicants are encouraged to finish the online application at least one-week prior to the deadline, allowing time to double check that all mandatory requirements have been completed and to correct any technical errors.

A note on grantee roles: Only a user with a role of **Grantee Contract Signatory** or **Grantee System Administrator** can electronically submit an application via the Grants Gateway. When the application is ready for submission, click the Status Changes tab, then click the “Apply Status” button under “Application Submitted.”

All applicants must be registered in the Grants Gateway to submit an application. To register your organization follow the steps at this link:

<https://grantsmanagement.ny.gov/register-your-organization#how-to-register>

For more information about the Grants Gateway, assistance navigating or logging into the Gateway, contact the Grants Gateway help desk at: grantsgateway@its.ny.gov

Grants Gateway links:

- Grants Gateway FAQ: <https://grantsmanagement.ny.gov/grants-gateway-system-faq>
- Grants Gateway User Manual: <https://grantsmanagement.ny.gov/apply-grant#vendor-user-manual>

Required Elements

The information below should be used to complete the application in the Grants Gateway. Numbers below correlate with questions in the “Program Specific Questions” section.

The below list of required elements was developed based on the *National Park Service 2020 LWCF ORLP Notice of Funding Opportunity (January 31, 2020)* with additional detail and tailoring to applicants from New York State.

Project Narrative (10 pages or less)

1. Overview

- **Development** – Provide these items if your project will include development:
 - Provide the street address of the Park
 - Describe the park improvements proposed and the reason(s) such development is needed
 - Explain if the project would develop new or rehabilitate or replace existing recreation facilities
 - Describe and quantify the types of resources and features and any constraints
 - Describe the current status of planning for the development and the timeframe for completing the project including when the site will be opened (reopened and accessible for public use).
- **Acquisition** – Provide these items if your project scope includes property acquisition:
 - Provide a street address for the parcel to be acquired
 - Describe the property to be acquired and the need for its acquisition
 - Explain whether the acquisition would create a new public park or recreation area or is to expand an existing site
 - Describe and quantify the types of resources and features on the property (e.g. acres of forested area, waterbodies or waterfrontage, scenic views, unique or special features, recreation amenities, historic/cultural resources)
 - Describe any constraints that may be on the property (e.g. hazardous materials, restrictions, easements, rights-of-ways, reversionary interests, etc.)
 - Describe the plans for recreational development post acquisition and a projected timeframe, including when the site is expected to be open to the public
 - Describe the current status of the acquisition, including landowner negotiations, and due diligence materials such as title work and appraisal.

- 2. Physical/Recreational Access and Improving Recreational Deficiencies (20 points)**
 - Describe how the proposed project will create or significantly improve access to close-to-home park and recreation opportunities by expanding the quantity or quality of parks or other outdoor recreation areas.
 - Describe how the project improves or creates close-to-home recreation
 - Explain the new or expanded types of recreation opportunities
 - Describe how the project meets an identified need or deficiency (if applicable, provide data backing up the deficiency)
- 3. Underserved Communities and Economic Development (15 points)** – Describe how the project will improve recreation services to economically disadvantaged neighborhoods/communities and create jobs and/or spurring economic development. Include information such as:
 - including uses and activities that will be provided to low to moderate-income individuals or families that will meet needs or address deficiencies:
 - Provide statistics and demographics, including income levels, for the community/neighborhood that will be served by the project
 - Describe the job opportunities created by this project
 - Describe the anticipated economic benefits that could be produced by the project such as short and long-term employment opportunities, growth stimulation or revitalization
 - Describe how businesses and industries outside the park will benefit by increased numbers of users
- 4. Project Engagement and Participation (10 points)** – Describe the efforts used to engage the community that will be served by this project:
 - Identify partnerships or collaborative efforts, with user groups, neighborhood groups and/or private organizations that helped or will help facilitate the project
 - Provide evidence of support for the project, particularly from local residents
 - Describe in detail opportunities for the public to learn about and comment on the project (provide dates, times, locations and types of opportunities—meetings, workshops, comment periods, etc.)
- 5. Innovation and Transformative Attributes (10 points)** – Describe the extent to which the project encompasses or exhibits innovation, especially in ways that can be transformative for the neighborhood(s) and community in terms of revitalization. These qualities could include:
 - redevelopment or revitalization of blighted, dilapidated or distressed properties;
 - involvement of new or non-traditional partners (e.g. Indian Nations)
 - unique features in project design such geothermal, green roofs, unique ADA-accessibility features, or culturally sensitive design
 - novel solutions to issues or challenges in meeting the community’s recreation needs;
 - the ability to affect or advance other complementary and intrinsic benefits beyond providing new or enhancing park or other outdoor recreation spaces; and
 - other similar characteristics.
- 6. Alignment with SCORP and Other Plans (5 points)** – Describe how the project will advance, implement, or meet priority recreation goal(s) of the [*Statewide Comprehensive Outdoor Recreation Plan \(SCORP\) 2020-2025*](#), Chapter 5 (marked page 87, PDF page 101), showing specific alignment each goal’s recommendations.
 - If relevant, describe alignment with priority need(s) or goal(s) of other State, federal, or other park and recreation plans.

- Projects can also receive credit for aligning with or advancing priorities of other comprehensive or master plans at the city, regional, and/or state level such as community revitalization plans, economic development plans, the [NYS Open Space Plan](#), etc.; and/or benefiting other initiatives or programs.
7. **Project Readiness (5 points)** – Projects will be evaluated in part for their readiness (i.e., can break ground within one year of grant award) and likelihood of completion within the performance period. Please provide a narrative description of the timeline for the planned scope of work and a proposed period of performance including:
- status of planning for the grant project and its readiness to be implemented, including any site assessment/reviews and clearances initiated or completed;
 - **benchmark dates for discrete project construction activities;**
 - current uses of site, uses to be discontinued, and any facilities or lands to be remediated, if applicable; and
 - any existing non-outdoor recreation or non-public uses of the property that will continue on a temporary or permanent basis, or are proposed for the future, if applicable.
8. **Applicant and Partner Capacity (5 points)** – Describe the capacity of the applicant and any engaged partners. Include information such as:
- experience the applicant or partners has with LWCF or similar federal projects and awards;
 - partners' roles and capacity, with sufficient detail;
 - statement of title and commitment to maintaining the subject property in outdoor recreation management in perpetuity; and
 - description of long-term operation and management of the property and proposed facilities.

Detailed Budget Narrative (10 points)

This budget must be **viable and reasonable**, should not exceed five pages, and must be uploaded to the Grants Gateway. Proposals must be cost-shared with non-federal funds at a minimum ratio of 1:1. Matching funds may be derived from state, local, non-governmental, or private sources in the form of cash or in-kind contributions of real property, volunteer services, materials etc. (For a full description of eligible match sources see [LWCF Manual Vol. 69](#), Chapter 5, Section B, pages 4-6.) Projects with contributions of cash or land from non-public sources will score more highly than other match types and sources. The project cannot be funded by other federal sources except for U.S. Housing and Urban Development Community Block Grants, Federal Highways Administration Recreational Trails Program, or other programs specifically exempted by federal law.

The budget should include:

- a narrative and table,
- use of ORLPP and match funds,
- description of match and any leveraging partnerships,
- type of match,
- overmatch,
- amount and source of match, and
- ORLPP role in leveraging.

Prospective applicants should note limitations on certain kinds of costs, whether proposed for the grant, as match, or as overmatch. On the development side, for this competition, project management/administration expenses, design/engineering fees, and contingencies may be included in the budget, but they are capped at 5% (administration) and 10% (each, design/engineering and contingencies) of the total budget, respectively.

The following costs may not be counted toward applicant match:

- Any project costs incurred before the grant start date, unless they are eligible pre-award cost as defined in the [LWCF Manual Vol. 69](#), or unless the sponsor gets prior approval from OPRHP and the NPS (i.e. a waiver of retroactivity).
- Any funds or in-kind contributions such as land or services that have been used previously or will be used in the future to satisfy the matching requirements of another LWCF grant or other Federal grant.
- Any funds or in-kind contributions such as lands or services that were or will be acquired with other Federal funds, unless otherwise provided by Federal law (funding through HUD Community Development Block Grants and DOT-FHWA Recreation Trails Program grants are allowable)
- Acquisition-related support costs (e.g., appraisals) are not LWCF eligible or as match.

Project Location, Site Map(s), and Plan(s)

Application must include:

- a neighborhood/community map showing the location of the project and any other existing recreation resources in the vicinity of the project site;
- a map or aerial photo delineating the project area to be acquired and/or developed, as well as the proposed boundary of the larger park/recreation area that would be subject to the protection provisions of [54 U.S.C. 200305\(f\)\(3\)](#) (formerly *LWCF 6(f)(3)*) AND
- a plan or sketch of the site that depicts the likely location of planned recreational improvements and other features such as where the public will access the site, parking, etc.

Optional Elements

- Letter(s) of support from local, State, or federal representatives or executives, community or neighborhood leaders, or others.
- Photos of existing conditions (highly recommended if rehabilitating a site funded under a legacy LWCF State and Local Assistance grant)

Submission

Applications **must** be submitted through the New York State Grants Gateway. The grant opportunity will open on Tuesday, March 24, 2020. All applications must be submitted to the Grants Gateway by no later than:

Friday, May 29 at 5:00 p.m. EST

Due to interest in the program and impacts on municipal planning offices due to novel coronavirus, the due date for applications has been moved to [June 5, 2020 at 5:00 p.m.](#)

All applications and required components must be submitted via Grants Gateway by the above date and time to be considered. Mailed, hand-delivered, faxed or e-mailed submissions will not be accepted. Applications received after the application due date and time will not be accepted. The Grants Gateway can be accessed at:

<https://grantsgateway.ny.gov>

Restrictions

The following will not be accepted:

- Proposals from individuals, nonprofit organizations, and other private entities will not be accepted, nor are such entities eligible as sub-recipients.
- Applications from organizations that have an open LWCF State and Local Assistance Program grant or ongoing LWCF compliance issue(s) will not be accepted, except in such case as the project proposal would remedy compliance issue(s) as determined by OPRHP staff.
- Applications submitted directly to the NPS by entities within NYS other than OPRHP will be automatically rejected without consideration.

Scoring

Submissions will be evaluated by OPRHP staff and the four highest scoring applications at the state level will be submitted to the NPS for entrance in the national competition. If scores are comparable between two or more projects, preference will be given to sites that have previously received a legacy LWCF State or Local Assistance Grant. All projects selected by OPRHP staff will require additional materials prior to submission to NPS. Up to 40 proposals will be funded by NPS. **There is no guarantee that applications selected by OPRHP will be ultimately selected for award by NPS.**

Start Date

The NPS is targeting December 31, 2020, for the initial selection of projects based on the proposals. Following this selection, applicants will work with OPRHP to prepare a complete and formal application. There is not a fixed window for this to occur, but ideally would be within a few months to a year.

In Perpetuity Requirement

All prospective LWCF ORLPP grant applicants should be aware that the Land and Water Conservation Fund Act—under which ORLPP is authorized—requires that any park or other outdoor recreation area that has benefitted from assistance from the LWCF, whether for acquisition or development purposes, and regardless of the amount or extent of assistance, may not be converted to other than public outdoor recreation uses (see Section 5(f) of P.L. 88-578 or 54 U.S.C. 200305(f)(3)). As a condition of the grant, the NPS requires that language be recorded against the deed of the assisted park/recreation property advising that the property was acquired and/or developed with Federal funds from the LWCF. Further, that the property must be preserved for outdoor recreation uses **in perpetuity** and cannot be converted to other than public outdoor recreation use without the written approval of the Secretary of the Interior. This approval is contingent upon the conversion being found consistent with the state's SCORP and the project sponsor replacing the area to be converted with a new recreation area involving land of at least equal fair market value and reasonably equivalent recreational utility. Before seeking an LWCF ORLPP grant, applicants should carefully consider their ability and willingness to comply with this provision of the law.

Applicants may consider that sites under their jurisdiction that have previously received LWCF funds during previous ORLPP grant rounds, or that received a legacy LWCF State and Local Assistance Program grant are already subject to this requirement, and would be eligible to receive additional funding under LWCF programs. A list of sites that have previously received funding under LWCF grant programs in your jurisdiction can be obtained by request to the OPRHP Division of Environmental Stewardship and Planning.

Contact

For questions contact:

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