

Land & Water Conservation Fund (LWCF) Educational Webinar

2024 Application Process
DUE APRIL 18, 2024

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Chief Recreation Grants Manager

February 2024



Presentation will be recorded and posted to
the DCR LWCF Website
Everyone will be muted

Questions are encouraged
Write questions in chat box or wait for
Q&A at the end of the session

Raise your hand to be unmuted



Note

This workshop does not contain all the information and applicant responsibilities associated with LWCF.

Applicants must adhere to all state and federal requirements.

Refer to NPS LWCF Manual Version 73

<https://www.dcr.virginia.gov/recreational-planning/lwcf>

Agenda

ORLP

LWCF overview

Applicants & project types

Funding

Application Criteria

Application Forms

Environmental Review

Historic Preservation Review

Authorization/Agreement Process



Outdoor Recreation Legacy Program

ORLP is a National competitive grant administered by the National Park Service.

Development projects only in disadvantaged urban communities. Extra points for a focus on natural areas.

DCR submits eligible proposals to NPS and must wait for response upon merit review.

This round of ORLP is a pre-application process – proposals will be reviewed by NPS and then sponsor invited to submit a full application after selection.

Deadline to DCR: April 4th, 2024



Map of Future Blue/Greenway Park

Outdoor Recreation Legacy Program

Park area MUST be within a tract(s) that is determined to be **disadvantaged** on the 2020 census and on the Climate and Environmental Justice Screening Tool

Please read NPS NOFO to see Merit Criteria and specifics

Consider carefully if you want ORLP or LWCF Stateside Formula – cannot apply to both for same project

Based on the 2020 census, 18 qualifying cities and towns in Virginia are:

- Blacksburg,
- Charlottesville,
- Chesapeake,
- Danville,
- Hampton,
- Harrisonburg,
- Lynchburg,
- Manassas,
- Newport News,
- Norfolk,
- Petersburg,
- Portsmouth,
- City of Richmond,
- City of Roanoke,
- Suffolk,
- Virginia Beach
- Blacksburg
- Leesburg

Trust for Public Lands ORLP Toolkit

<https://www.tpl.org/resource/orlp-grant-toolkit>

Project Sponsors *must read the NOFO in its entirety* to ensure their application is in alignment with the program rules and regulations. Successful participation is multi-faceted and will require strong ongoing coordination with State LWCF Lead Agency and National Park Service personnel beyond the pages of this document.

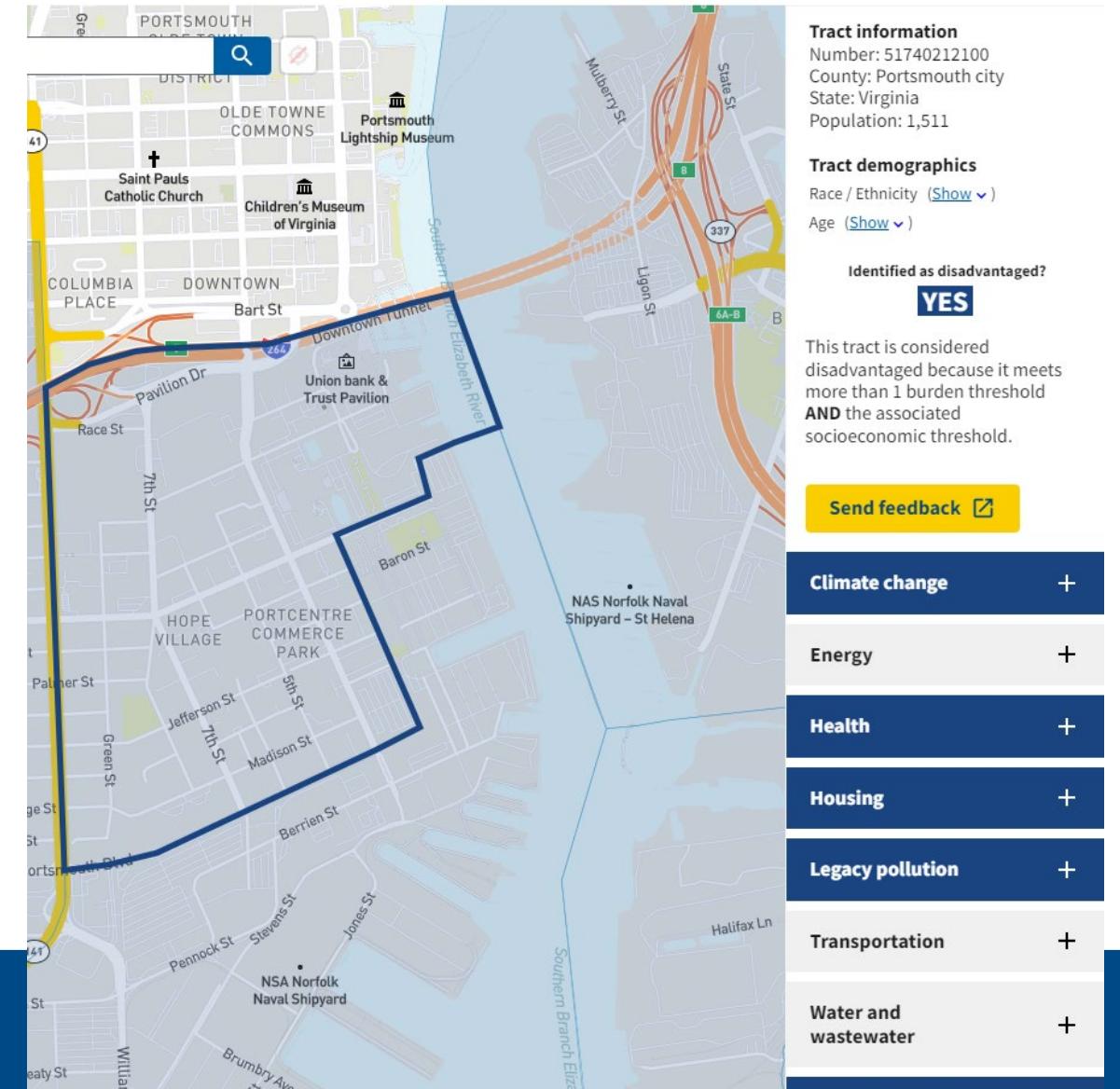


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Climate and Economic Justice Screening Tool

<https://screeningtool.geoplatform.gov/en/>



LWCF Purpose

The Land and Water Conservation Fund (LWCF) provides funds to acquire recreation lands as well as to develop and renovate outdoor recreation facilities.

All parks are protected in perpetuity for the purpose of public outdoor recreation – forever have a resource for your community and future generations.



Who Can Apply?

- Localities: cities, towns, counties
- Qualified Local Government Agencies
- Planning District Commissions
- Legally constituted Recreation Authorities
- State Agencies
- Tribal entities – Federally and/or State recognized

Project Types

- Acquisition
- Development/Construction
- Rehabilitation
- Combination

Acquisition Projects

Acquisition projects:

Undeveloped land for future development

or

Recreation land that is not currently available to the General public.



Acquisition Projects

Must be appraised with Federal (“Yellow Book”) certified standards

Must also have a certified appraisal review



Eligible costs: limited to the appraised
land value

Ineligible costs: appraisals, appraisal
review cost, attorney fees, title searches

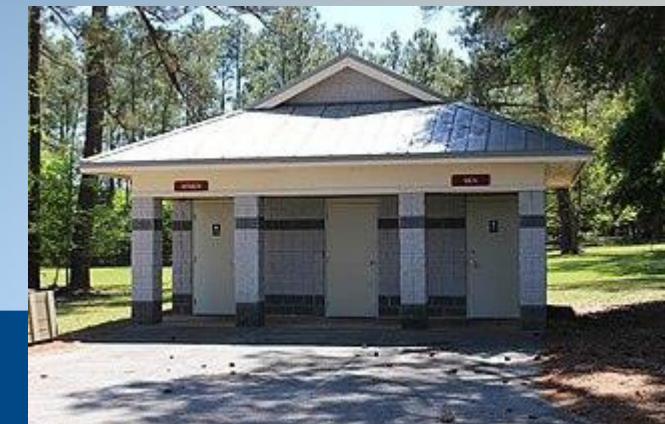
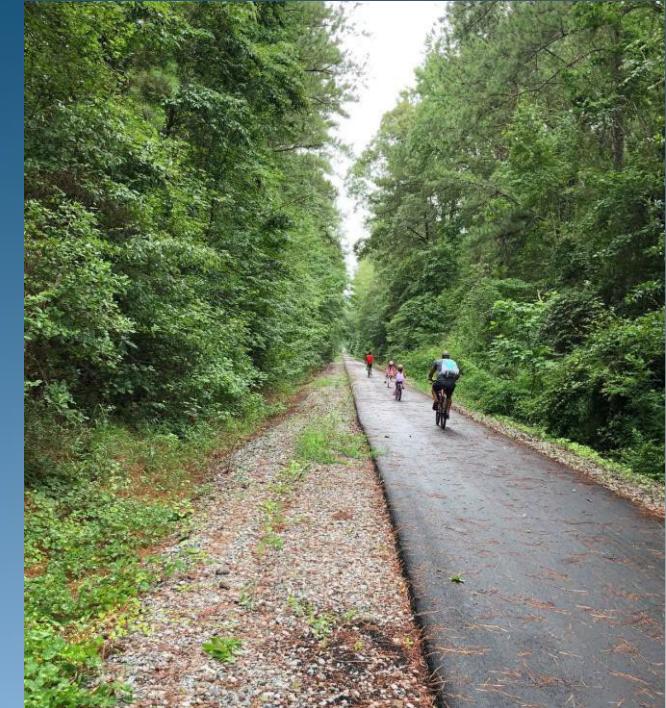
Appraisal & Independent Review

- Appraisals are required to determine fair market value for projects selected to move forward
- All appraisals are required to have an independent appraisal review
- Costs for the independent review is the responsibility of the Applicant and is not eligible for reimbursement.
- For acquisition projects only.



Development Projects- Examples

Eligible
Playgrounds
Ballfields
Trails*
Splash pads
Restrooms
Camping



Development Projects

Ineligible

Indoor Facilities

Gymnasium

Community/Senior centers

Semi/professional team arena



Renovation/Rehab Projects

Renovation/rehab of existing outdoor recreation facilities into the same or different type of facility for public enjoyment and use

Great examples are to bring park amenities up to standard for ADA Compliance and/or upgrade to resiliency or floodplain avoidance



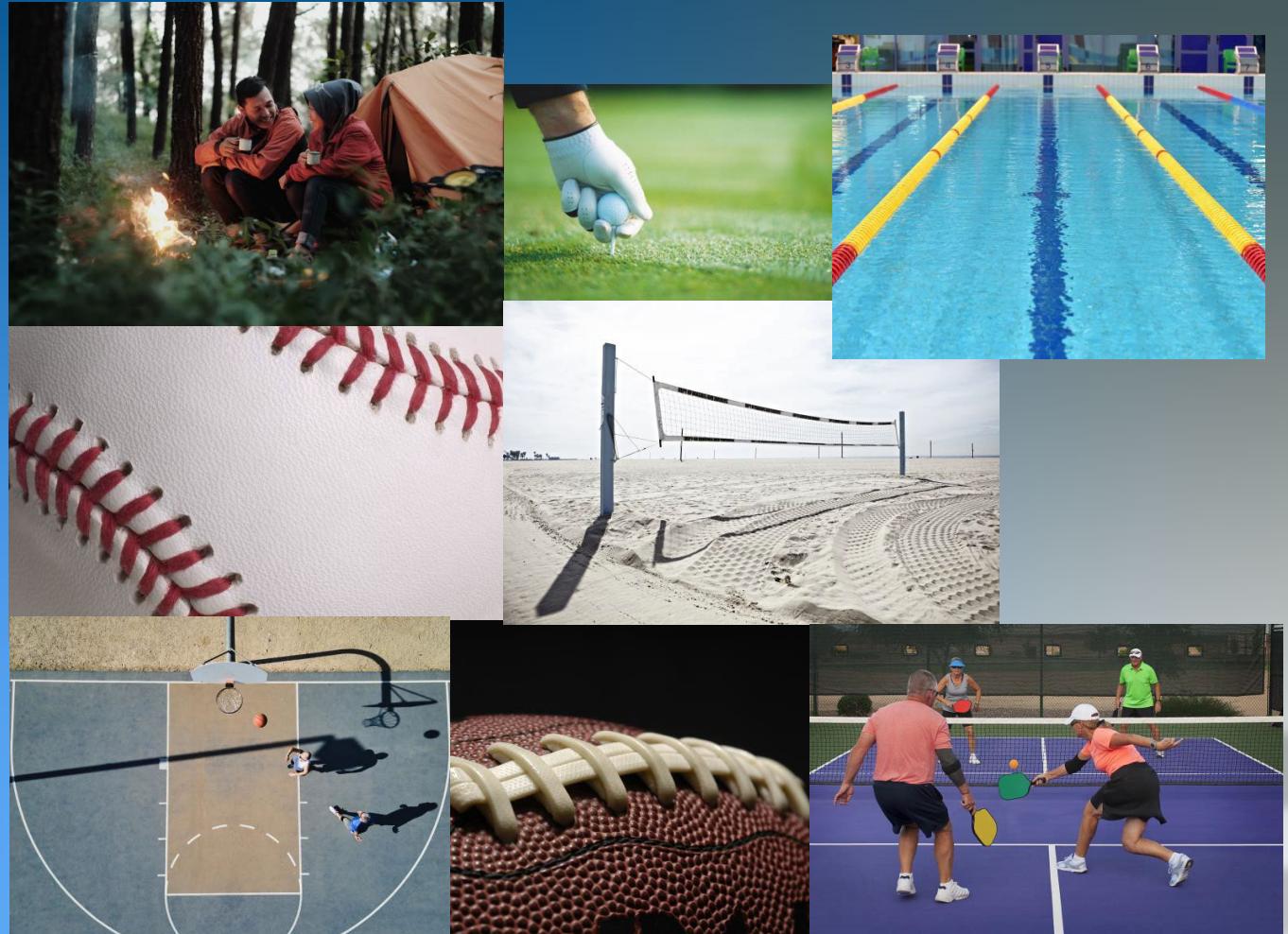
Renovation/Rehab Projects- Examples

- Ballfields lighting replacement
- Trail resurfacing from gravel to asphalt
- Swimming pools converted to splash pad
- Changing tennis court to skate park



Project Types Summary

Apply for ALL of
your outdoor
recreation needs and
what you can
accomplish with
funds and timelines



Minimum and Maximum Funding

LWCF requires dollar for dollar match
Must be able to fund 100% while seeking 1:1
reimbursements during the project period

Minimum award of **\$250,000** equates to a
\$500,000 total project cost

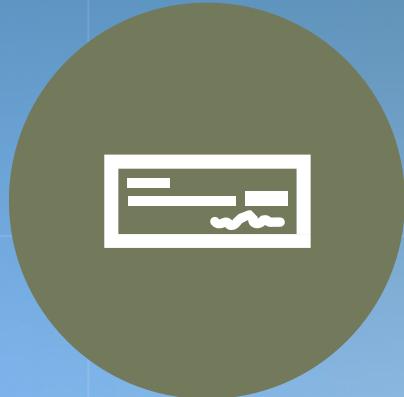
Maximum award of **up to \$12 million**



Reimbursement



REIMBURSEMENT
PROGRAM – no money is
transferred ahead of time!



Must be documented:
PAY EXPENSE/INVOICE;
SUBMIT DOCUMENTS;
RECEIVE REIMBURSEMENT OF
50% OF ELIGIBLE COSTS



ALL documentation
reviewed by DCR Finance
and NPS Staff prior to
drawdown/reimbursement

Ways to match the grant – must be listed in budget at time of application

- Applicant's cash and cash donations
- Applicant's in-kind labor, equipment rental, and materials
 - Be mindful of Build/Buy America requirements: iron, steel, manufactured products, and construction materials
 - Items must be associated specifically with the project and have proper documentation
 - Discounts recorded as donations (professional services, equipment rental, or materials) from private organizations & individuals

Ways to match the grant – continued

- **Development: Applicant's expenses for preliminary design, environmental review for compliance, cost estimates, and preparation of cost estimates/budgets**
 - May be eligible for match/reimbursement if incurred within three years prior to application to NPS
 - Must be documented clearly and procured correctly
 - **Other Grant Funds:**
Grants that can match are VLCF for acquisitions,
 - Most Federal grants CANNOT be used as match except...
 - Community Development Block Grants and RTP – with proper documentation
 - Must provide grant agreement documents

Examples of Ineligible Items

- **Design only** projects
- Purchase of heavy equipment
- **Roads** outside of the park boundary
- **Indoor** recreation facilities
- Consulting services and planning
- Legal fees
- Travel & meals
- Incidental acquisition costs
- Administrative costs
- **Purchase** of equipment & large tools
- **Equipment maintenance**

Application Requirements

- USE THE CHECKLIST – be consistent
- Answers to application questions – DCR & NPS
- Site Map & Boundary Map
- Project Abstract & Timeline
- Budget Breakdown & Cost Estimate
- Construction Site Plan **or** Acquisition Appraisals
- **FORMS** – required for NPS processing
- Environmental and Historic Review documents



Virginia Land & Water Conservation Fund (LWCF) Application Checklist:

Please save all documents with Park Name to assist with filing.	
<input type="checkbox"/> 01 - DCR Application	Complete all fields
<input type="checkbox"/> 02 – Application & Revision Form	To be completed by applicant – serves as main application – N/A sections not needed
<input type="checkbox"/> 03 - Description & Notification Form (DNF)	Form from NPS – “Description & Notification Form”
<input type="checkbox"/> 04 - Location Map – general area	DCR provide guidance in 2024 Manual (see example)
<input type="checkbox"/> 05 - LWCF boundary area map	DCR provide guidance in 2024 Manual (see example – must be signed as proposed)
<input type="checkbox"/> 06 – Project Abstract	NPS Project Narrative
<input type="checkbox"/> 07 - Project Budget narrative	see example, must match categories in the SF 424A or SF 424C
<input type="checkbox"/> 08 – Budgetary Breakdown	See examples – ensure 50:50 match
<input type="checkbox"/> 09 – Park Project Cost Estimate	Summary of items – can show donated value as well.
<input type="checkbox"/> 10 – Project Timeline Construction or Acquisition Schedule	Show reasonable and detailed outline
<input type="checkbox"/> 11C – Site Development Plan – for Construction Projects	Specific park components that can be funded and completed w/in 3 years
<input type="checkbox"/> 11A – Appraisal Yellow Book Standard for Acquisitions, an appraisal review must be completed prior to project approval	Provide just certification page and value summary for application purposes.



DCR Application – refer to Manual for links and guidance

Section B – Project Details

21. Indicate the total number of acres that, if awarded, will be placed in perpetuity for public outdoor recreation as required by section 6(f) of the Land and Water Conservation Fund Act

[Click or tap here to enter text.](#)

22. Project Scope (Quantitatively indicate in miles, linear feet, square feet, acres, numbers, or other applicable unit/s what the project will accomplish).

Examples: Grade and install 3600 square foot gravel parking lot, construct two ADA accessible asphalt paved parking spaces, install 64 square foot single user ADA accessible vault toilet, construct 200 linear feet of 5 foot wide crushed stone pathway, and install one vertical trail information sign at Riverside Park in Town Name, Virginia.

Purchase 32 acre property from private landowner for future development of community playground, picnic area, and walking trails.

[Click or tap here to enter text.](#)

Section C – Project Need

23. Indicate how the project will provide needed outdoor recreation opportunities identified in the most recent Virginia Outdoors Plan (VOP) found at <https://www.dcr.virginia.gov/recreational-planning/vop>. Include the page numbers for all VOP references.

[Click or tap here to enter text.](#)

24. Is the project listed as a regional feature project in the current VOP? If yes, please list project name as identified in VOP and page number.

[Click or tap here to enter text.](#)

25. Explain if/how the project will expand or link existing outdoor recreation areas or trails.

[Click or tap here to enter text.](#)

26. Is the project located in a priority area for conservation as identified in by ConserveVirginia?

Estimate the percentage of the proposed LWCF Boundary Area that falls within ConserveVirginia.

See Appendix A: Application Guidance section of Application Manual for information on accessing ConserveVirginia map online.

[Click or tap here to enter text.](#)

Section C – Project Need

27a. Indicate the project need based on DCR's Land-based Recreation Access Model or Trust for Public Land's ParkServe priority areas for new parks (only need to indicate higher of the two).

See Appendix A: Application Guidance section of Application Manual for information on accessing both models online.

- Very High
- High
- Moderate
- Low
- Very Low or No Need.

[Click or tap here to enter text.](#)

27b. If very low or no need is identified in the models, explain and provide supporting evidence to show need for land-based recreation.

[Click or tap here to enter text.](#)

28a. *If project will provide water-based recreation* Indicate the project need based on DCR's Water-based Recreation Access Model.

See Appendix A: Application Guidance section of Application Manual for information on accessing model online.

- Very High
- High
- Moderate
- Low or Very Low Need

[Click or tap here to enter text.](#)

28b. If low or very low need is identified in the model, explain and provide supporting evidence to show need for water-based recreation.

[Click or tap here to enter text.](#)

29. Explain how the project will create a new opportunity for a community that does not currently have access to public outdoor recreation opportunities within a 10 minute (1/2 mile) walk or within a 10 mile drive.

If neither condition above is met, but you believe the area is still underserved by public outdoor recreation opportunities, please describe and justify.

[Click or tap here to enter text.](#)

NPS – “Application & Revision”

Fill out what applies ; “N/A” what does not. Do not delete any sections

Make your best effort, DCR will provide feedback if selected to move forward

NPS Form 10-904 (Rev. 11/2019)
National Park Service

LWCF

Application and Revision (A&R) Form

Grant Name:

LWCF Grant Number (if known): For amendments, include the amendment number (e.g. # #-####.#)

LWCF Grant Number(s) for prior

LWCF Assistance (if applicable):

FBMS Grant Number (if known): (e.g., P##AP#####)

Date of Preparation:

New project grant application (fill out section 1.0, 2.0 with relevant sub-section(s), and 3.0):

- Acquisition (fill out section 2.1)
- Development/Renovation (fill out section 2.2)
- Combination Acquisition & Development/Renovation (fill out both sections 2.1 and 2.2)

New Planning Grant Application (attach narrative – see manual)

Amendment during active period of performance (fill out section 4.0) – *check all that apply, below*

Scope change (fill out section 4.1)

Cost increase (fill out section 4.2)

Time extension (fill out section 4.3)

Other administrative change (fill out this page and include explanation in transmittal)

Brief Description of Proposal (for amendments, describe only the changes proposed):

OMB Control No. 1024-0031
Expiration Date 10/31/2023

National Park Service
U.S. Department of the Interior
State and Local Assistance Programs



NPS Form 10-904 (Rev. 11/2019)
National Park Service

OMB Control No. 1024-0031
Expiration Date 10/31/2023

SECTION 1.0 NEW PROJECT GRANT APPLICATION

Project contact name:

if different than what was submitted on the SF 424, otherwise delete

Project contact number:

Project contact email:

A. Attachments checklist

The following should be transmitted to NPS, either directly or via Grants.gov.

All projects	As applicable
<input type="checkbox"/> Location map	<input type="checkbox"/> intergovernmental review comments
<input type="checkbox"/> LWCF boundary map (proposed)	<input type="checkbox"/> relevant NEPA/SEPA documents
<input type="checkbox"/> NHPA documentation	<input type="checkbox"/> applicable federal law compliance
<input type="checkbox"/> SF 424	<input type="checkbox"/> proof of flood insurance
<input type="checkbox"/> SF 424C	<input type="checkbox"/> proof of cold climate criteria qualification
<input type="checkbox"/> SF 424D	<input type="checkbox"/> leases, MOA's, MUA's, etc.
<input type="checkbox"/> project budget	<input type="checkbox"/> use schedule (school parks)
<input type="checkbox"/> proof of ownership	<input type="checkbox"/> Dingell-Johnson certification
<input type="checkbox"/> pre-award site inspection report	<input type="checkbox"/> waiver of retroactivity
<input type="checkbox"/> Description and Notification Form	
Acquisition & Combination Projects	
<input type="checkbox"/> parcel map for acquisition parcel(s)	<input type="checkbox"/> acquisition donation acknowledgement
<input type="checkbox"/> conceptual design plan	
Development & Combination Projects	Grants with Indirect Costs
<input type="checkbox"/> site development plan	<input type="checkbox"/> SF 424A (if indirect costs not shown in budget)

NPS – “Application & Revision”

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B. Stewardship considerations

1. Is this a multi-use site (i.e. school, reservoir, state forest, etc.)?
 - a. No
 - b. Yes – Explain:
 - i. How often will the public have recreation access to the site?
 - ii. What kinds of restrictions to public outdoor recreation will occur?
2. Who will manage and operate the site(s)?
3. Describe the nature of any rights-of-way, easements, reversionary interests, etc. within the proposed LWCF boundary area:
4. Are there any pre-existing or planned indoor facilities on site that would not themselves be eligible for LWCF grant funding?
 - a. No
 - b. Yes – Describe and explain how/if the structure(s) support public outdoor recreation.
5. Is the proposed LWCF boundary the same as the boundary of the park/recreation area as it exists in its totality?
 - a. Yes
 - b. No – Explain any area proposed for exclusion and why, and ensure it is clearly depicted on the proposed LWCF boundary [map](#)
6. Are there any pre-existing or planned resource management practices (i.e., timber management, grazing, etc.)?
 - a. No
 - b. Yes – Describe the nature of the practice, the anticipated duration, and how the practice supports outdoor recreation.
7. Are there any pre-existing or planned uses on site that are incompatible with LWCF requirements that should be excluded from the LWCF boundary?
 - a. No
 - b. Yes – Describe the nature of the use and ensure it is clearly depicted on the proposed LWCF boundary map. Clarify whether the future intent is for the area to become subject to LWCF once the use is terminated, or if the intent is for the use to continue within the park in perpetuity.

NPS wants to ensure it is unlikely that the park will face a conversion in the future.

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NPS Form 10-904 (Rev. 11/2019)
National Park Service

OMB Control No. 1024-0031
Expiration Date 10/31/2023

C. Environmental Resources Survey

Consultation with NPS regarding the NEPA pathway for a proposal should occur prior to the completion of this section. If you have already determined that the proposal will require an EA or EIS, you may go directly to the questions following Tables 1 and 2.

The tables below serve as a record of the environmental resources present at the site, whether the proposed action is likely to have a significantly negative impact those resources, and whether further information is needed to determine the potential impact. Review the listed resources and identify any resources that may be significantly impacted by the action. The Environmental Resources Survey should be completed with professional input from resource experts and in consultation with relevant local, state, tribal, and federal governments, as appropriate.

Table 1 – For each resource indicate if positive impacts or negative impacts are anticipated to result from the action or if further information is needed to determine the potential impact. If the resource is not present, skip the question.

- + indicates positive impacts are anticipated to result from the action
- indicates negative impacts are anticipated to result from the action
- ? indicates further information is needed to determine the potential impact

Site Name:

Site Name:	How will the project affect the following resources?	+	-	?
1	Air quality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Circulation and transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Climate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Contamination or hazardous materials even if remediated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Endangered species: (listed or proposed threatened or endangered) including associated habitat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Environmental justice: minority and low-income populations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Geological resources: soils, bedrock, slopes, streambeds, landforms, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Historic or cultural resources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Invasive species	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Land use plans or policies from other agencies including tribes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Lightscape, especially night sky	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Migratory birds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13	Recreation resources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	Socioeconomics: changes to tax base or competition with private sector	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15	Sound (noise impacts)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16	Unique ecosystems, such as biosphere reserves, World Heritage sites, old growth forests, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17	Water quality and/or quantity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18	Water: coastal barrier resources or coastal zones	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19	Water: marine and/or estuarine	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20	Water: stream flow characteristics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21	Water: wetlands and floodplains	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22	Other important resources Explain:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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If there are any “-” negative impacts, they must be discussed.

It is typical that this chart is all “+” positive if it's well planned and designed, or acquisition.



NPS – “Application & Revision”

NPS Form 10-904 (Rev. 11/2019)
National Park Service

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Table 2 – This is a list of mandatory impact criteria that preclude the use of a categorical exclusion. If you answer “yes” or “?” for any of the mandatory criteria, you must develop an EA or EIS regardless of your answers in table 1.

Site Name:

	Will your proposal:	Y	N	?
1	Have significant negative impacts on public health or safety?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Have significant negative impacts on unique natural resource or geographic characteristics such as historic or cultural resources; park, recreation, or refuge lands; wilderness areas; wild or scenic rivers; national natural landmarks; sole or principal drinking water aquifers; prime farmlands; wetlands; floodplains; national monuments; migratory birds; and other ecologically significant or critical areas?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Have highly controversial environmental effects or involve unresolved conflicts concerning alternative uses of available resources?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Have highly uncertain and potentially significant environmental effects or involve unique or unknown environmental risks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Establish a precedent for future action or represent a decision in principle about future actions with potentially significant environmental effects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Have a direct relationship to other actions with individually insignificant but cumulatively significant environmental effects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Have significant adverse effects on properties listed or eligible for listing in the National Register of Historic Places as determined by NPS?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Have significant negative impacts to species listed, or proposed to be listed, on the List of Endangered or Threatened Species or have significant impacts on designated critical habitat for these species?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Violate a federal law, or a state, local, or tribal law or requirement imposed for the protection of the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Have a disproportionately high and adverse effect on low income or minority populations (EO 12898)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Limit access to and ceremonial use of Indian sacred sites on federal lands by Indian religious practitioners or significantly adversely affect the physical integrity of such sacred sites?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Contribute to the introduction, continued existence, or spread of noxious weeds or nonnative invasive species known to occur in the area or actions that may promote the introduction, growth, or expansion of the range of such species?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1. Have there been any previous NEPA/SEPA documents that are relevant to this project or this specific site?
 - a. No
 - b. Yes – Attach and summarize findings and include page number references [below](#)
2. Explain any negative or unknown impacts identified in Table 1 of the Environmental Resources Survey, or any boxes marked “yes” in Table 2 (mandatory criteria).

3. How was the information identified in the tables derived and what sources of data were used to justify the impact selection?
4. Who contributed to filling out the Environmental Resources Survey (include name, title, agency) and what qualifications do they have that provide the necessary resource expertise to determine impact significance?
5. List all required federal, state, and local permits/approvals needed for the proposal and explain their purpose and status.

NEPA Pathway Recommendation

Attach documentation of NPS concurrence with the recommended NEPA Pathway

- This proposal qualifies for a Categorical Exclusion (CE). List: _____
- This proposal requires an Environmental Assessment (EA), which is attached and has been produced in accordance with the LWC Manual.
- This proposal may require an Environmental Impact Statement (EIS).

D. Cultural and historic resources review

Have there been any previous cultural and/or historic resource surveys completed that included this site within the area of potential effect that was assessed?

- No – Describe any construction planned as a result of this project that will extend beyond the pre-existing disturbance area (including surface area and depth).
- Yes – Attach survey and summarize findings and include page number references below.

Run a VCRIS and request for review as soon as possible!

Be prepared if Dept of Historic Resources requests a survey; Tribal consultation (from NPS) could also ask for survey work.

In all correspondence, be sure to identify existing disturbance and/or depth planned for excavation or grading (APE).

DCR makes the initial NEPA Pathway recommendation, but NPS Compliance staff have final authority.

Tips – do your best effort

- Just because you don't answer/satisfy every criteria question does not mean the project will not be funded.
- Using facts, not fluff results in a better-quality application.
- A committee of experts from several agencies will score & review:
 - Being consistent throughout helps the reviewer understand your project.
 - Understanding each question and clearly addressing it will result in greater points!
- Call us, we want you to be successful!



NPS Description & Notification Form

One page

Acreage acquired vs. New LWCF Acres at park

Categories don't have to be fully detailed.

State	Grant #	Amend #	For NPS Use:	Date Received	Date Approved	Start Date	End Date
Grant Name							
Sub-Grantee Agency							
Sub-grantee Address		Email:					
Co-Sponsor Agency							
Co-Sponsor Address							
Type	Select One	A = Acquisition D = New Development R = Renovation Dev't	P = Planning C = Combination S = Stewardship	Sponsor	Select One	L = Local C = County S = State	Number of Parks *
Acreage Acquired	Donated Acres	Federal Acquisition \$ Share	Federal Acquisition % Share	Source of Match <input type="checkbox"/> Fed <input type="checkbox"/> State <input type="checkbox"/> Local			
PARK INFORMATION (SITE 1)							
Park Name		Park County	Park City		Zip Code	+4 Zip Code	
Park Street Address				Cong. Dist.	Prior LWCF Assistance? <input type="checkbox"/> Yes <input type="checkbox"/> No		
New LWCF Acres at Park	Existing LWCF Acres at Park	Total LWCF Acres at Park	Latitude		Longitude		
SPECIAL INDICES							
<input type="checkbox"/> Leased land – federal <input type="checkbox"/> Leased land – non-federal (public) <input type="checkbox"/> Leased land – private	<input type="checkbox"/> Leased land - expired <input type="checkbox"/> Transferred to federal agency <input type="checkbox"/> Less than fee title	<input type="checkbox"/> National Historic Register <input type="checkbox"/> National Natural Landmark <input type="checkbox"/> National Historic Landmarks	<input type="checkbox"/> School park <input type="checkbox"/> National Recreation Trail <input type="checkbox"/> Sponsored by Tribe				
FACILITY CATEGORIES							
<input type="checkbox"/> CAMPING <input type="checkbox"/> Individual camp sites <input type="checkbox"/> Group campground <input type="checkbox"/> Cabins/yurts	<input type="checkbox"/> AQUATIC <input type="checkbox"/> Beach <input type="checkbox"/> Pool <input type="checkbox"/> Spray feature <input type="checkbox"/> Fishing <input type="checkbox"/> Boating <input type="checkbox"/> Marina	<input type="checkbox"/> INDOOR SUPPORT BUILDING <input type="checkbox"/> Administration / Maintenance <input type="checkbox"/> Restroom / Bathhouse <input type="checkbox"/> Concession / Score Box <input type="checkbox"/> Visitor or Interpretive Center	<input type="checkbox"/> INFRASTRUCTURE <input type="checkbox"/> General site improvements <input type="checkbox"/> Individual picnic sites <input type="checkbox"/> Group picnic shelter/pavilion <input type="checkbox"/> Lighting <input type="checkbox"/> Utilities <input type="checkbox"/> Parking / Roads <input type="checkbox"/> Signs / Exhibits <input type="checkbox"/> Amphitheater <input type="checkbox"/> Community garden <input type="checkbox"/> Dog Park <input type="checkbox"/> Energy conservation <input type="checkbox"/> Park entry plaza <input type="checkbox"/> Playground				
<input type="checkbox"/> ATHLETICS/SPORTS <input type="checkbox"/> Field sports <input type="checkbox"/> Diamond sports <input type="checkbox"/> Court sports <input type="checkbox"/> Firearms and archery <input type="checkbox"/> Golf <input type="checkbox"/> Disc Golf <input type="checkbox"/> Equestrian <input type="checkbox"/> Skateboard/BMX <input type="checkbox"/> Track <input type="checkbox"/> Winter sports	<input type="checkbox"/> TRAILS <input type="checkbox"/> Hiking / Nature <input type="checkbox"/> Equestrian <input type="checkbox"/> Bicycle <input type="checkbox"/> Off-road <input type="checkbox"/> Water <input type="checkbox"/> Fitness <input type="checkbox"/> Trailhead	<input type="checkbox"/> LAND MANAGEMENT <input type="checkbox"/> Restoration <input type="checkbox"/> Lake impoundment <input type="checkbox"/> Stream improvement <input type="checkbox"/> Wildlife habitat	<input type="checkbox"/> SHELTERED/ENCLOSED <input type="checkbox"/> Shelter <input type="checkbox"/> Pool or Ice Rink <input type="checkbox"/> Other Recreation:				
<input type="checkbox"/> HUNTING <input type="checkbox"/> NATURAL AREA <input type="checkbox"/> PASSIVE PARK <input type="checkbox"/> OTHER:							

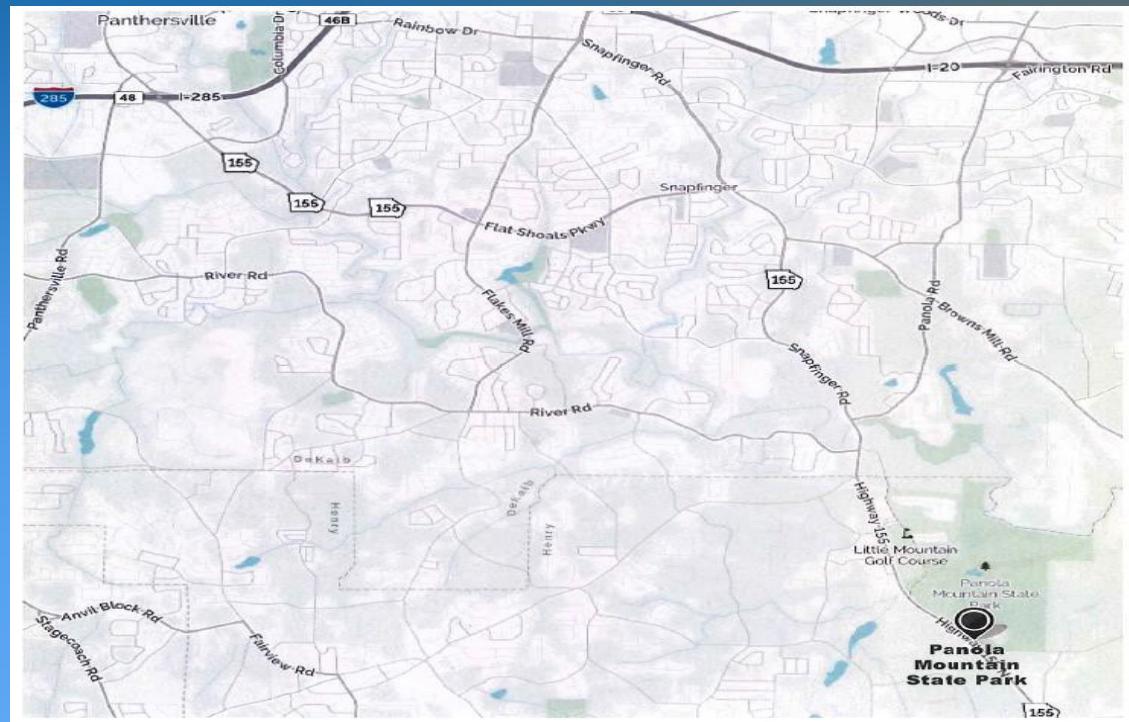
Location Map

Purpose: to locate the site effectively

Include at least one major road.
(Interstate, State Hwy, park)

North Arrow

Labels, any other public lands nearby

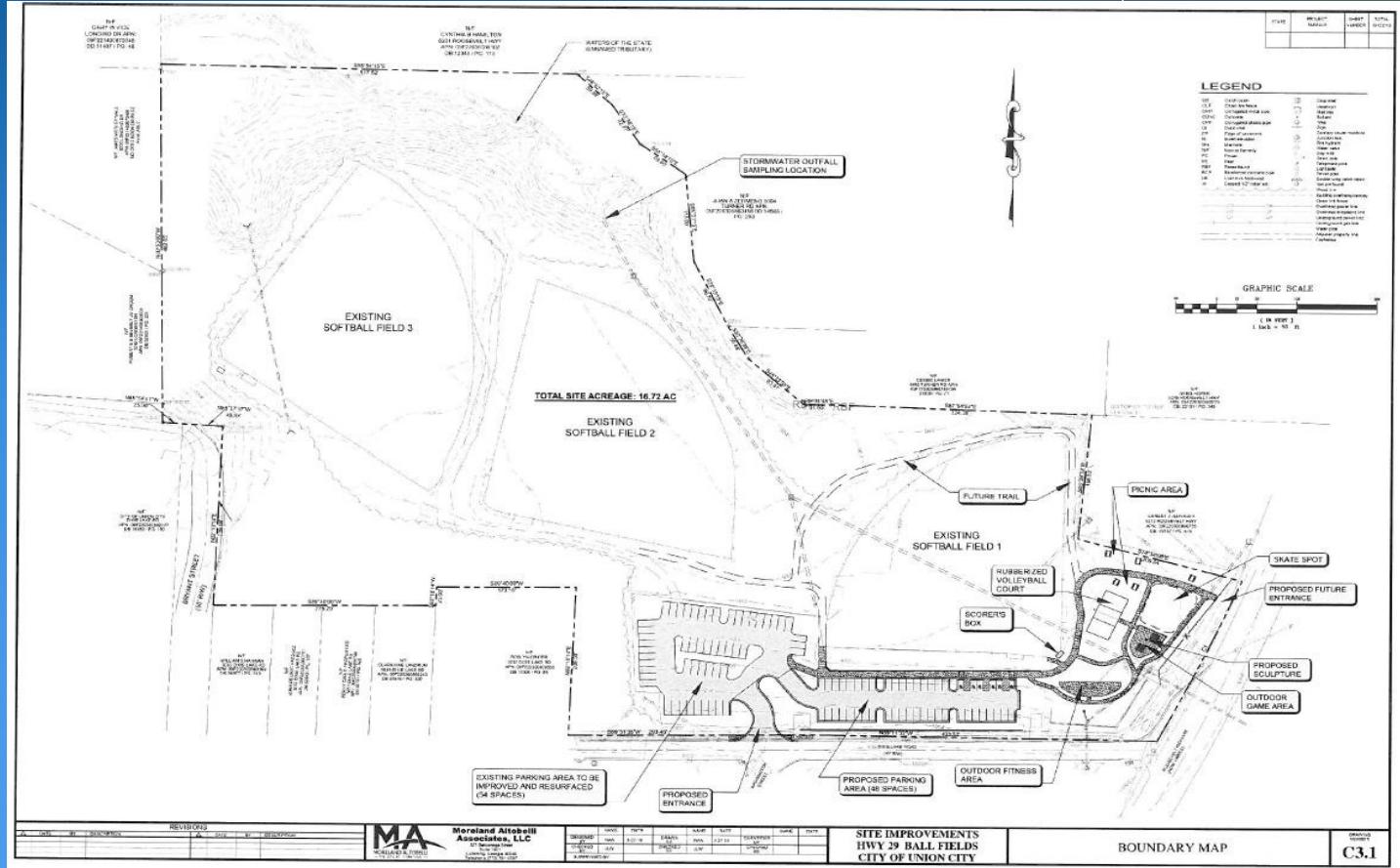


Site & Boundary Map

Purpose: identifies recreation facilities & boundary

- ✓ North arrow
- ✓ Meets & bounds
- ✓ Scale
- ✓ Signature
- ✓ Site name
- ✓ Ingress/egress
- ✓ Acres
- ✓ Existing easements

Must include ENTIRE park boundary and proposed recreation development to be funded. Use same map for all agency correspondence.



Narrative

Purpose: a quick reference of the project elements

- One page max
- Make reference to each item included in the project (all facilities, donations, volunteers, etc.)
- Cross-reference the budget and application
- Include needs -



Norfleet Park Project Narrative

Background

The 40-acre Norfleet Park was developed in 1990. Current facilities at the park include: 1 football field; 4 baseball fields; a concessions/restroom building; paved parking; and a maintenance area. All fields are lighted.

Need

During the COVID crisis outdoor recreation became a focal point in people's minds. As the only outlet, it became popular again and the popularity has not slowed down. We received many citizens comments over the last years that the facilities are nice but dated. We need to meet the needs of our existing and new users. Renovations at Norfleet Park will be completed in phases. Phase 1 was the replacement of all fencing and was completed in 2021.

Request

Phase 2 of the Norfleet Park renovation project will consist of demolition of the existing concessions/restroom building and construction of a new 2 story concessions/restroom building. The upper level of the building will be used for coaches' meetings, umpire area and scorekeeping station.

Project Abstract Summary

Funding Opportunity Number =
P-P-LWCF-24-005

CFDA 15.916

Write this as if it's a press release
or announcement – summarize
the ‘what’, ‘why’, and ‘how’



Project Abstract Summary

This Project Abstract Summary form must be submitted or the application will be considered incomplete. Ensure the Project Abstract field succinctly describes the project in plain language that the public can understand and use without the full proposal. Use 4,000 characters or less. Do not include personally identifiable, sensitive or proprietary information. Refer to Agency instructions for any additional Project Abstract field requirements. If the application is funded, your project abstract information (as submitted) will be made available to public websites and/or databases including USA Spending.gov.

Funding Opportunity Number

P-P-LWCF-24-005

CFDA(s)

Applicant Name

County, City, Agency

Descriptive Title of Applicant's Project

Locality - Park Name - Acquisition/Construction

Project Abstract

Write this as if it was an announcement or press release - the most highlighted goals and community improvement, the needs for the project. Or the reason for acquisition.|

Project Budget Narrative

Cost Estimate	
City Park- trail improvements and renovations	
Trail renovations	
Henderson Park:	
Bridge/Boardwalk construction (Red Trail)	\$50,000.00
Trail improvements (steps, clearing, grading)	\$12,000.00
Trail improvements (site preparation – work groups/maintenance crews)	\$5,000.00
Kelly Cofer Park:	
Bridge/Boardwalk construction	\$7,000.00
Trail improvements (clearing, grading)	\$5,000.00
Trail improvements (site preparation – work groups/maintenance crews)	\$5,000.00
Smoke Rise Park:	
Bridge/Boardwalk improvements	\$8,000.00
Trail improvements (clearing, grading)	\$4,000.00
Trail improvements (site preparation – work groups/maintenance crews)	\$5,000.00
Benches	\$10,000.00
Trash Receptacles	\$4,000.00
Total budgeted costs:	\$100,000.00
Total "in-kind" costs:	\$15,000.00
TOTAL Project Cost:	\$115,000.00

- Include all eligible items in your budget by category
- Plan to be **consistent on all budget forms**
- Be very conscious of this when creating the budget – you must adhere to it!
- **After grant award, budget changes may require a formal amendment request to National Park Service and may not be allowed**

Project Budget (con't)

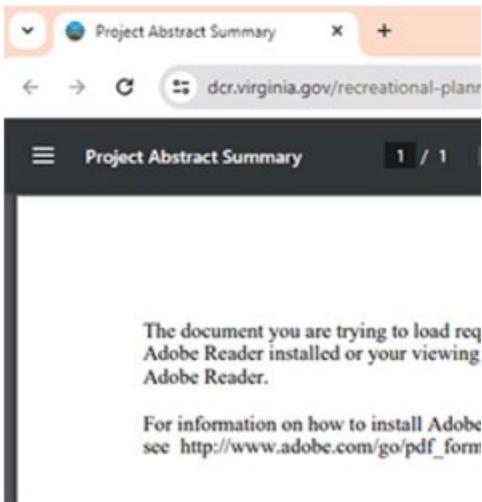
- Make sure donations and in-kind labor appear in budget sheet
- Itemize all your costs – spreadsheet example on website – use what your best construction estimates have, including reasonable inflation rates.
- Best to not plan to have contingencies reimbursed
- Engineering & Design capped at 10% of the total project costs
- Round up or down to nearest dollar or ten (\$75,356.77 vs. \$75,360)



Download from DCR LWCF Website – Recommend using Zip Folder

PDF formats will not open in browsers

Let's walk through each one together!



Required Federal Forms – download and open in Adobe	
<input type="checkbox"/> SF-424 – all projects	NPS Forms “Budget Information for Projects”
<input type="checkbox"/> SF-424A – if acquisition project	NPS Forms “Budget Information for Non-Construction Projects”
<input type="checkbox"/> SF-424B – if acquisition project	NPS “Form Assurances – non-construction projects”
<input type="checkbox"/> SF-424 C – if construction project	NPS Form – “Budget Information – Construction Programs”
SF-424 D – if construction project	NPS Form – “Assurances for Construction Programs”
<input type="checkbox"/> ** SF-429 Cover sheet (for acquisition projects)	NPS form “Real Property Status Report”
<input type="checkbox"/> SF-429 Attachment B (for acquisition projects)	NPS form “Real Property Status Report B”

SF424 – All Projects

Application for Federal Assistance SF-424

* 1. Type of Submission: Preapplication Application Changed/Corrected Application * 2. Type of Application: New Continuation * If Revision, select appropriate letter(s): Revision

* 3. Date Received: [Redacted] 4. Applicant Identifier: [Redacted]

5a. Federal Entity Identifier: [Redacted] 5b. Federal Award Identifier: [Redacted]

State Use Only:

6. Date Received by State: [Redacted] 7. State Application Identifier: [Redacted]

8. APPLICANT INFORMATION:

* a. Legal Name: City County Agency

* b. Employer/Taxpayer Identification Number (EIN/TIN): [Redacted] * c. Organizational DUNS: [Redacted]

d. Address:

* Street1: [Redacted]
Street2: [Redacted]
* City: [Redacted]
County/Parish: [Redacted]
* State: [Redacted]
Province: [Redacted]
* Country: USA: UNITED STATES
* Zip / Postal Code: [Redacted]

e. Organizational Unit:

Department Name: [Redacted] Division Name: [Redacted]

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: [Redacted] * First Name: Primary
Middle Name: [Redacted]
* Last Name: Contact for Grant
Suffix: [Redacted]
Title: [Redacted]
Organizational Affiliation: [Redacted]

* Telephone Number: [Redacted] Fax Number: [Redacted]
* Email: grant@applicant.gov

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type: B: County Government
Type of Applicant 2: Select Applicant Type:
Type of Applicant 3: Select Applicant Type:
* Other (specify): [Redacted]

* 10. Name of Federal Agency: DOI National Park Service

11. Catalog of Federal Domestic Assistance Number: 15.916
CFDA Title: [Redacted]

* 12. Funding Opportunity Number: P-P-LNCF-24-005
* Title: LWCF State Assistance Formula Grants - Acquisition & Construction - FY24

13. Competition Identification Number: [Redacted]
Title: [Redacted]

14. Areas Affected by Project (Cities, Counties, States, etc.): [Redacted] Add Attachment Delete Attachment View Attachment

* 15. Descriptive Title of Applicant's Project: Applicant - Park Name - Acquisition/Construction
Use the Park Name that you can be consistent with through the project period.

Attach supporting documents as specified in agency instructions.
Add Attachments Delete Attachments View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of: * a. Applicant [Redacted] * b. Program/Project 1
Attach an additional list of Program/Project Congressional Districts if needed.
Add Attachment Delete Attachment View Attachment

17. Proposed Project: * a. Start Date: 10/01/2024 * b. End Date: 09/01/2027

18. Estimated Funding (\$):
 * a. Federal 1,000,000.00
 * b. Applicant [Redacted]
 * c. State [Redacted] 1,000,000.00
 * d. Local [Redacted]
 * e. Other [Redacted]
 * f. Program Income [Redacted]
 * g. TOTAL 2,000,000.00

* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?
 a. This application was made available to the State under the Executive Order 12372 Process for review on [Redacted].
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.
 c. Program is not covered by E.O. 12372.

* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)
 Yes No
If "Yes", provide explanation and attach [Redacted] Add Attachment Delete Attachment View Attachment

21. By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)
 ** I AGREE
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: [Redacted] * First Name: [Redacted]
Middle Name: [Redacted]
* Last Name: [Redacted]
Suffix: [Redacted]
* Title: [Redacted]
* Telephone Number: [Redacted] Fax Number: [Redacted]
* Email: [Redacted]

* Signature of Authorized Representative: typed e-signature here File, Save AS "Park - SF424"
* Date Signed: [Redacted]

Contact information, overview of funding request and description of applicant



SF424A –Acquisition Projects

[View Burden Statement](#)

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006

Expiration Date: 02/28/2025

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. LWCF	15.916	\$ []	\$ []	\$ 1,000,000.00	\$ 1,000,000.00	\$ 2,000,000.00
i. Contractual	[]	[]	[]	[]	[]	[]
g. Construction	[]	[]	[]	[]	[]	[]
h. Other	2,000,000.00	[]	[]	[]	2,000,000.00	[]
i. Total Direct Charges (sum of 6a-6h)	2,000,000.00	[]	[]	[]	\$ 2,000,000.00	[]
j. Indirect Charges	[]	[]	[]	[]	\$ []	[]
k. TOTALS (sum of 6i and 6j)	\$ 2,000,000.00	\$ []	\$ []	\$ []	\$ 2,000,000.00	[]
Program Income	\$ []	\$ []	\$ []	\$ []	\$ []	[]

Authorized for Local Reproduction

Standard Form 424A (Rev. 7-97)

. TOTAL (sum of lines 8-11) \$ [] \$ []

SECTION D - FORECASTED CASH NEED

	Total for 1st Year	1st Quarter	
. Federal	\$ 1,000,000.00	\$ 1,000,000.00	\$ []
. Non-Federal	\$ 1,000,000.00	1,000,000.00	[]
. TOTAL (sum of lines 13 and 14)	\$ 2,000,000.00	\$ 2,000,000.00	\$ []

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR E

Columns to fill out.



Virginia Department of Conservation & Recreation

Assurances – Non Construction (Acquisitions)

[View Burden Statement](#)

OMB Number: 4040-0007
Expiration Date: 02/28/2025

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED

Endangered Species Act of 1973, as amended (16 U.S.C. 1531 et seq.)
205).

19.

Will comply with the requirements of Section 103(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

NOTE: Certain of these assurances apply only to the awarding agency. Further, if applicable, the awardee must also comply with the requirements of the Endangered Species Act of 1973, as amended (16 U.S.C. 1531 et seq.) (see section 103(g)).

As the duly authorized representative of

- Has the legal authority to administer and the institutional, managerial, and financial resources (including funds sufficient to

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL <small>e-signature typed</small>	TITLE <small>Parks Director, County Administrator, etc</small>
APPLICANT ORGANIZATION <small>County, town, agency of</small>	DATE SUBMITTED <small>[Redacted]</small>

Standard Form 424B (Rev. 7-97) Back

Type signature, Date when signed, up to applicant who signs



Construction Budget

[View Burden Statement](#)

OMB Number: 4500-0000
Expiration Date: 02/28/2025

BUDGET INFORMATION - Construction Programs

NOTE: Certain Federal assistance programs require additional computations to arrive at the Federal share of project costs eligible for participation. If such is the case, you will be notified.

COST CLASSIFICATION	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs (Columns a-b)
1. Administrative and legal expenses	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
2. Land, structures, rights-of-way, appraisals, etc.	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
3. Relocation expenses and payments	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
4. Architectural and engineering fees	\$ <input type="text"/> 440,000.00	\$ <input type="text"/>	\$ <input type="text"/> 440,000.00
5. Other architectural and engineering fees	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
6. Project inspection fees	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
7. Site work	\$ <input type="text"/> 535,000.00	\$ <input type="text"/>	\$ <input type="text"/> 535,000.00
8. Demolition and removal	\$ <input type="text"/> 100,000.00	\$ <input type="text"/>	\$ <input type="text"/> 100,000.00
9. Construction	\$ <input type="text"/> 800,000.00	\$ <input type="text"/>	\$ <input type="text"/> 800,000.00
10. Equipment	\$ <input type="text"/> 125,000.00	\$ <input type="text"/>	\$ <input type="text"/> 125,000.00
11. Miscellaneous	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
12. SUBTOTAL (sum of lines 1-11)	\$ <input type="text"/> 2,000,000.00	\$ <input type="text"/>	\$ <input type="text"/> 2,000,000.00
13. Contingencies	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
14. SUBTOTAL	\$ <input type="text"/> 2,000,000.00	\$ <input type="text"/>	\$ <input type="text"/> 2,000,000.00
15. Project (program) income	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
16. TOTAL PROJECT COSTS (subtract #15 from #14)	\$ <input type="text"/> 2,000,000.00	\$ <input type="text"/>	\$ <input type="text"/> 2,000,000.00
FEDERAL FUNDING			
17. Federal assistance requested, calculate as follows: (Consult Federal agency for Federal percentage share.) Enter the resulting Federal share.	Enter eligible costs from line 16c Multiply X <input type="text"/> 50 %		\$ <input type="text"/> 1,000,000.00

Align categories with itemized budget documents

50/50 is highly recommended (i.e. avoid overmatching)



Assurances – Construction (or combination) Projects

[View Burden Statement](#)

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSOR.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions about which assurances apply to your project or program, contact your awarding agency. Further, certain Federal assistance awarding agencies may require additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
8. Will comply with the standards of merit established under one of the 19 Appendix A of OPM Personnel Adminis
5. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of acquisition is \$10,000 or more.

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
APPLICANT ORGANIZATION	DATE SUBMITTED

SF-424D (Rev. 7-97) Back

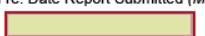
Type signature, Date when signed, up to applicant who signs



Acquisition Form – fill out what you can

**REAL PROPERTY STATUS REPORT SF-429
(COVER PAGE)**

OMB Number: 4040-0016
Expiration Date: 02/28/2022

1. Federal Agency and Organizational Element to Which Report is Submitted: DOI-NPS via DCR-PRR	2. Federal Grant(s) or Other Identifying Number(s) Assigned by Federal Agency(ies): 51-000000	
3. Recipient Organization (name and complete address including zip code): Recipient Organization Name: County, Agency, City Street1: [REDACTED] Street2: [REDACTED] City: [REDACTED] County: [REDACTED] State: [REDACTED] Province: [REDACTED] Country: USA: UNITED STATES ZIP / Postal Code: [REDACTED]		
4a. DUNS Number:	4b. EIN:	5. Recipient Account or Identifying Number:
[REDACTED]	[REDACTED]	[REDACTED]
6. Contact Person for this Report: Prefix: [REDACTED] First Name: Primary Contact Middle Name: [REDACTED] Last Name: [REDACTED] Suffix: [REDACTED] Email: [REDACTED] Phone: [REDACTED] Fax: [REDACTED]		
7. Report End Date: (MM/DD/YYYY)		
8. Real Property Status Report – Attachments: [check the applicable block(s)]: <input type="checkbox"/> Attachment A (General Reporting) attached <input type="checkbox"/> Attachment B (Request to Acquire, Improve or Furnish) attached <input type="checkbox"/> Attachment C (Disposition Request) attached		
9. Comments: <input type="text"/> Add Attachment Delete Attachment View Attachment		
10. Certification: I certify to the best of my knowledge and belief that all information presented in this report is true, correct and complete and constitutes a material representation of fact upon which the Federal government may rely.		
11a. Typed or Printed Name and Title of Authorized Certifying Official: Prefix: [REDACTED] First Name: [REDACTED] Middle Name: [REDACTED] Last Name: [REDACTED] Suffix: [REDACTED] Title: [REDACTED]		
11b. Signature of Authorized Certifying Official: 		
11c. Telephone (area code, number, extension): 		
11d. Email Address: 		
11e. Date Report Submitted (MM/DD/YYYY): 	12. Agency use only	

**Real Property Status Report
ATTACHMENT B
(Request to Acquire, Improve or Furnish) SF-429-B**

OMB Number: 4040-0016
Expiration Date: 02/28/2025

Federal Grant or Other Identifying Number Assigned by Federal Agency (#2 on cover page)	Park Name
Complete the applicable blocks below for each parcel of real property for which you are requesting to acquire, improve, or furnish (duplicate this page to provide information for each parcel of real property under the Federal financial assistance award identified in section 2):	
13a. Description of Real Property: 	
13b. Address of Real Property (legal description and complete address including zoning information): Street1: [REDACTED] Street2: [REDACTED] City: [REDACTED] County: [REDACTED] State: [REDACTED] Province: [REDACTED] Country: [REDACTED] ZIP / Postal Code: [REDACTED] Zoning Information: [REDACTED] GPS Location Longitude: [REDACTED] GPS Location Latitude: [REDACTED]	
14a. Describe the intended use of the real property and how it will benefit the program: Public Outdoor Recreation	
14b. Proposed Real Property Ownership Type(s): <input checked="" type="checkbox"/> A. Owned <input type="checkbox"/> B. Co-Owned <input type="checkbox"/> C. Fee Simple <input type="checkbox"/> D. Corporate <input type="checkbox"/> E. Joint Tenancy <input type="checkbox"/> F. Partnership <input type="checkbox"/> G. Limited Liability Partnership <input type="checkbox"/> H. Co-Operative <input type="checkbox"/> I. Government Furnished Property <input type="checkbox"/> J. Other (Describe): [REDACTED]	
14c. Proposed Acquisition Date (MM/DD/YYYY): 02/01/2025	
14d. Land Acreage or Square Units: Enter Amount: [REDACTED] Select units: <input checked="" type="checkbox"/> Acres <input type="checkbox"/> Square Feet <input type="checkbox"/> Square Kilometers <input type="checkbox"/> Square Meters	14e. Gross and Usable Square Footage/Meters (i.e., of building, house, etc.): Enter Amounts: Gross [REDACTED] Usable [REDACTED] Select units: <input type="checkbox"/> Square Feet <input type="checkbox"/> Square Meters
14f. Appraised Value (Valuation): \$ 1,000,000.00 Share Percentage %: 50.00 Federal Share: \$ 1,000,000.00 [50.00 %] Non-Federal Share: \$ 1,000,000.00 [50.00 %] Total (sum of Federal and Non-Federal Share): \$ 2,000,000.00 [100.00 %]	
14g. Are there any Uniform Relocation Act (URA) requirements applicable to this real property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
14h. Are there any environmental compliance requirements related to the real property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes, describe them: <input type="text"/> Add Attachment Delete Attachment View Attachment	
14i. In accordance with the National Historic Preservation Act (NHPA), does the property possess historic significance, and/or is it listed or eligible for listing in the National Register of Historic Places? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes, describe them: <input type="text"/> Add Attachment Delete Attachment View Attachment	

Required Documentation for NEPA and Section 106 – provide as separate PDF's

Please include in description and associated map to all agencies that the review is needed for
‘potential Federal LWCF Funding’

12- Park - NEPA – USFWS iPAC report	Ran within grant round timeframe - PDF report from https://ipac.ecosphere.fws.gov/
13 - Park – DHR ePix Department of Historic Resources – ePIX search results – full area of potential effect and boundary – description of grading and/or depth of excavation planned	with proof of information sent to DHR and resulting response https://www.dhr.virginia.gov/federal-state-review/epix/ & https://epix.dhr.virginia.gov/
14 – Park – Department of Environmental Quality – Federal Consistency	https://www.deq.virginia.gov/our-programs/environmental-impact-review/document-submissions Email to EIR@DEQ.Virginia.gov and follow all identified contact review agencies as needed
15 – Park – VDWR Review Virginia Department of Wildlife Resources –	https://dwr.virginia.gov/wies/environmental-services/ - VAFWIS response
16 – Park – DCR Natural Heritage	https://vanhde.org/ - list yourself as a locality seeking LWCF funding
“In progress” is an acceptable answer in the Application Form questions concerning environmental review.	Additional documentation to consider as applicable: Permitting information, letters of support, etc. Please keep to a minimum to maintain reasonably sized grant applications



Virginia Department of Conservation & Recreation

The Additional Application Needs — provide PDF's

- **Environmental Review Documents**
 - Applicant responsible to comply with NEPA review requirements:
 - **Categorical Exclusion - most common**
 - or Environmental Assessment (depends on project work, and agency comments)
- **Required Agency reviews to be completed:**
 - Department of Environmental Quality (DEQ)
 - State Historic Preservation Office (SHPO) Section 106 Review
 - United States Fish and Wildlife Services (USFWS)
 - Dept of Wildlife Resources & DCR Natural Heritage Review
- **Permitting Agencies** – especially if working within public waterways
 - Army Corps of Engineers (ACOE)
 - Virginia Marine Resource Commission
 - May need a Joint Permit Application to be processed prior to construction

Lack of NEPA and Section 106 documentation is the number one reason projects do not get authorized! The sooner the correspondence, the more NPS can prepare a determination.

<p>“In progress” is an acceptable answer in the Application Form questions concerning environmental review.</p>	<p>Additional documentation to consider as applicable: Permitting information, letters of support, etc. Please keep to a minimum to maintain reasonably sized grant applications</p>
<p>A minimum of the DEQ letter, DHR letter correspondence, and USFWS report are needed for baseline NPS compliance review.</p> <p>The more correspondence you complete during the open grant round, the more ‘ready’ your project will be for NPS review and potential Fall 2024 award.</p> <p>For projects that cannot complete the required review, they may not be considered for authorization and funding in this 2024 grant round.</p>	

LWCF Educational Webinar

A copy of this presentation will be available at

[https://www.dcr.virginia.gov/recreational-
planning/lwcf](https://www.dcr.virginia.gov/recreational-planning/lwcf)



Land & Water Conservation Fund (LWCF) Educational Webinar

Questions?

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