



# Participant Instructions

Download the Application Form and the Application Instructions

<https://floridadep.gov/lands/land-and-recreation-grants/content/frdap-assistance>

To join the webinar audio via phone:

Dial 1-866-901-6455

Pin 511-951-545





**FY2022-2023**  
**Florida Recreation Development**  
**Assistance Program (FRDAP)**  
**Application Cycle Webinar**





# Agenda

- Program Overview and Purpose
- Eligibility Requirements
- Program Intent
- Application
- Supporting Documentation
- Evaluation Process
- Questions or Comments





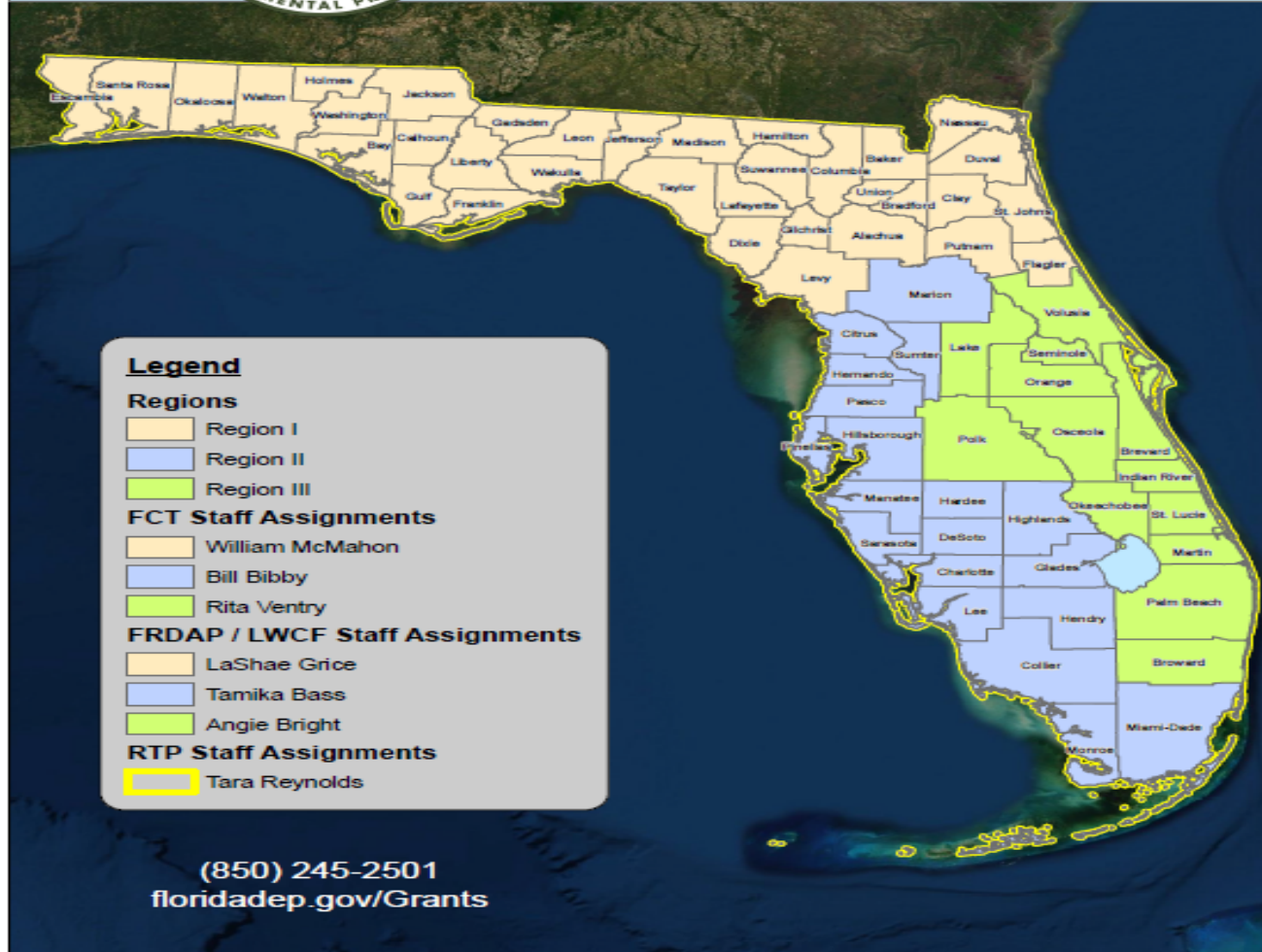
# Application Submission Cycle Dates

- Submission cycle: October 1-15, 2021
- Applications can now be submitted through the Department's Grantee Portal (Portal) at <https://fdep.force.com/grants/s/>.
  - The Portal until will not go "live" until October 1<sup>st</sup>
- The Portal will not accept any applications submitted after 11:59 p.m. on October 15, 2021.
  - Incomplete applications will not be considered.





## Division of State Lands Land and Recreation Grants Section Staff Assignments



(850) 245-2501  
[floridadep.gov/Grants](http://floridadep.gov/Grants)

The Land and Recreation Grants team administers four local, state, and federal grant programs which provide acquisition and recreational program grants throughout Florida each fiscal year. The grant programs are:

- Florida Communities Trust - Park and Open Space Program and Stan Mayfield Working Waterfronts Program
- Florida Recreation and Development Assistance Program
- Land and Water Conservation Fund Program
- Recreational Trails Program





# Program Overview and Purpose

**The Florida Department of Environmental Protection (DEP), pursuant to Section 375.075, F.S., is authorized to establish the Florida Recreation Development Assistance Program (FRDAP) to provide grants to qualified local governmental entities to acquire or develop land for public outdoor recreation purposes.**







Florida Department of State  
**FLORIDA ADMINISTRATIVE CODE & FLORIDA ADMINISTRATIVE REGISTER**

Home | Advanced Search | MyFLRules | Rules Open for Comments

Agency Login

### Rule Chapter: 62D-5

Chapter Title: FINANCIAL ASSISTANCE FOR OUTDOOR RECREATION







View Chapter:



 [Add to MyFLRules Favorites](#)

### View Individual Rules

Click on the word icon to view the latest rule version. Or click on the rule number to see the detail of the rule.

Latest Version	Rule No.	Rule Title	Effective Date
	<a href="#">62D-5.053</a>	Purpose	12/10/1990
	<a href="#">62D-5.054</a>	Definitions	8/15/2004
	<a href="#">62D-5.055</a>	General Requirements	7/5/2001
	<a href="#">62D-5.056</a>	Application Requirements and Processing	8/15/2004
	<a href="#">62D-5.057</a>	Evaluation Criteria	8/15/2004
	<a href="#">62D-5.058</a>	Grant Administration	8/15/2004
	<a href="#">62D-5.059</a>	Compliance Responsibilities	8/15/2004
	<a href="#">62D-5.068</a>	Purpose	7/15/2001
	<a href="#">62D-5.069</a>	Definitions	7/15/2001

# Rule Chapter 62D-5

## FRDAP Administrative Rule





## Eligible Applicants

- Counties
- Municipalities
- An independent special district of the State of Florida with legal responsibility for providing outdoor recreational sites and facilities for use and benefit of the general public.







# Ineligible Projects

- Application scored below minimum points (minimum point score 53)
- Board of Trustees State Owned Leased Property
- Project Site is not a Viable Recreation Area
- Support facilities more than 50% of the total project cost
- A project site would not be considered practical if it has documented and unresolved environmental violations
- Duplicate Projects or Overlapping Projects
- Active Projects: A grantee with two incomplete FRDAP projects by the closing date of an application submission period shall only be eligible to submit one additional application







# No Deficiencies

- Chapter 62D-5, Florida Administrative Code does not provide for a deficiency period.
- Each eligible application shall be evaluated on the basis of the information provided in accordance with the program rule.







# Site Control

## Site Eligibility

### Proper Site Control Documentation

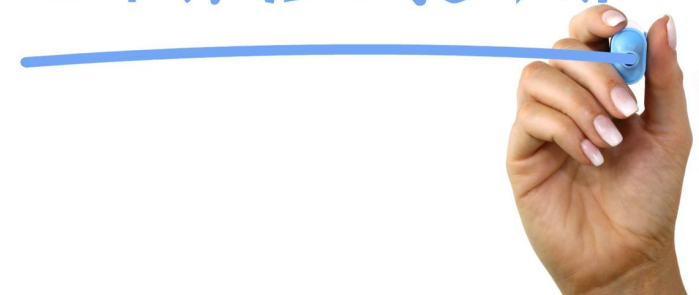
- Warranty Deed (fee title land ownership)
- A Lease
- Use Agreement
- Easement
- Title Commitment or Title Policy

### Ineligible Sites

- School Board Property is not eligible

Not sufficient evidence of site control  
Property Appraiser report cards, surveys, and maps are.

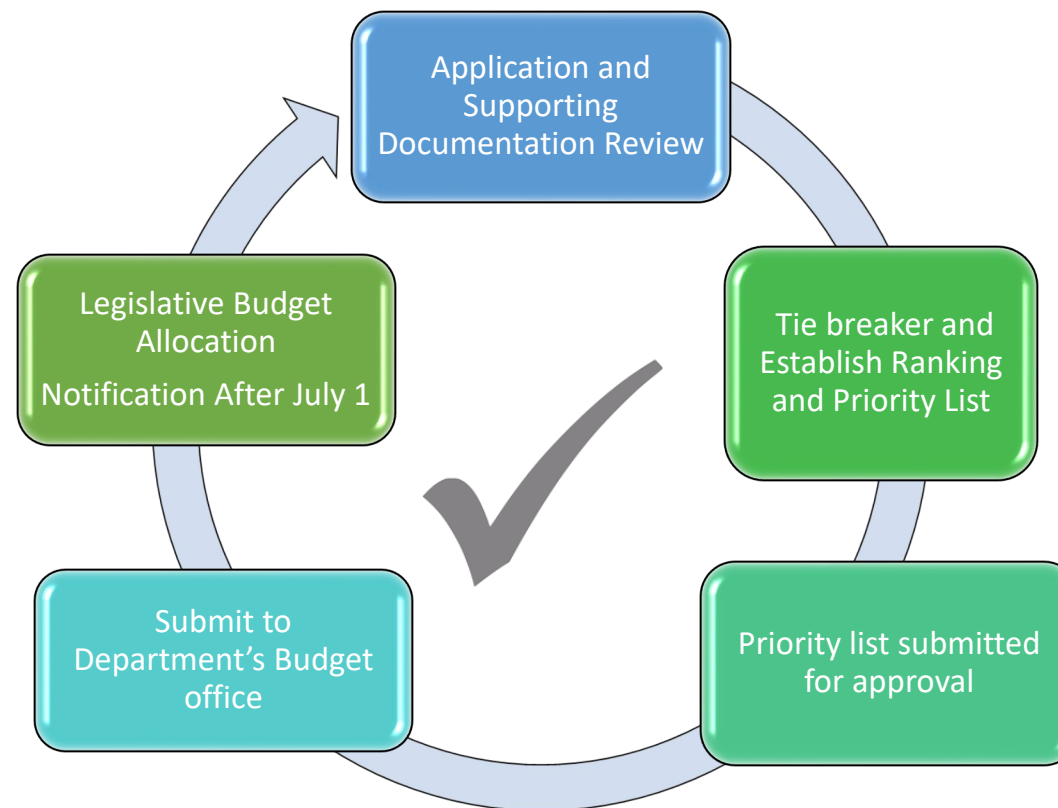
OWNERSHIP







# Application Review Process









# General Information

## Part I

- Applicant
- Project
- Financial
- Detail Budget (Work Plan) and Project Elements

**Pages 1-9**



[HOME](#)[FRDAP HOME](#)[CREATE/EDIT APPLICATION](#)[VIEW FRDAP EXISTING APPLICATIONS](#)[POST APPLICATION DOCUMENT UPLOAD](#)

## WELCOME TO FDEP GRANTS

The Florida Department of Environmental Protection (FDEP) is the state's lead agency for environmental management and stewardship, protecting our air, water and land.

This site allows you to review information for grant programs and submit applications for competitive grants. You can apply for the following grants using this system:

- Florida Recreation Development Assistance Program (FRDAP)

In order to apply for a grant, view application status or submit documentation you must be a registered user. Click the link below to register.

[Register as a FDEP Grants User](#)

FDEP has a number of grant programs to assist in protecting our natural resources.

For information on other grant programs offered by the agency, please visit <https://floridadep.gov/>

- The Dep
- Register
- Login to
- FRDAP C





The fields denoted with red asterisk (\*) must be completed in order to create new application.

## The Florida Recreation Development Assistance Program (FRDAP) Grant Application

### ▼ Create a New Grant Application

#### Eligibility

Are you a local government with the legal responsibility to provide outdoor recreation to the public?



--None--

Will the project be developed on school board property?



--None--

Is this project for one of the following: (1) acquisition of land for public outdoor recreational purposes; (2) development or renovation of land for public outdoor recreational purposes; or (3) construction or renovation of a public recreational trail



--None--

Do you own the land in fee-simple-title to be developed or will have a minimum 25-year lease from the project completion date?



--None--

Does this project include any duplicative elements or facilities submitted for funding under the Land and Water Conservation Fund Program and/or Recreational Trails Program?



--None--

Do you currently have more than 2 active FRDAP projects?




--None--



## The Florida Recreation Development Assistance Program (FRDAP) Grant Application

### ∨ Create a New Grant Application


#### 1. Applicant Information

\* Applicant Account 



Applicant Telephone 

Applicant Population 

Applicant Current Operating Budget 

Applicant Contact 



Applicant Contact Title 

I hereby certify that the information provided in this application is true and accurate. I further certify that I possess the authority to apply for this grant on behalf of the applicant.

Certification 

If applicable, attach letter of delegation authorizing you to submit this application on behalf of the applicant.





## Project Information

\* Name of Project i

\* Project Type i

--None-- ▼

Site Control i

--None-- ▼

Date Site Control Expires i

📅

Development projects must be under site control (owned by deed, or leased or dedicated for minimum of 30 years from the date of application) by the close of the submission period. • School board property is ineligible either by lease or ownership. • Include a copy of the site control documents (e.g., deed, lease, etc.). If providing a Quit Claim Deed, please attach a copy of a 30 year title search or title opinion. (Label as Exhibit "N")



Project Location

Project Street i

Project City i

Project County i

 Q

Project County Display i

Project State i

 ▼

Project Zip Code i

Project Geo Location

Latitude

Longitude





D. LEGISLATIVE DISTRICTS IN WHICH THE PROJECT SITE IS LOCATED: This should be the Florida Senate and Florida House district in which the proposed project site is located. If you are not sure of the district, contact your local office of the Supervisor of Elections. (There is only one each.)

State Senator [i](#)

Senate District Number [i](#)

--None--



State Representative [i](#)

House District Number [i](#)

--None--



E. TOTAL NUMBER OF ACRES BEING ACQUIRED OR TOTAL NUMBER OF ACRES BEING DEVELOPED:

Acres Acquired [i](#)



## F. DESCRIBE THE PHYSICAL CHARACTERISTICS OF THE PROJECT.

1) For Development Projects: (a) Provide a description of the proposed project which includes existing and future uses, existing and proposed physical improvements, natural and historical resources, any proposed resource protection/conservation and any existing buildings on site.

Proposal Description i

Natural Spring on Site i

Public Access Provided i

Describe Public Access i

2) For Acquisition Projects: (in addition to the above information) (a) If the proposed project consists of acquiring multiple parcels or from multiple owners, identify specific order in which the parcels will be acquired to ensure that in the event that all parcels cannot be acquired, the purposes of the project can be achieved. Also address the ability to have public access to the park either through an existing street or easement.

Acquiring Multiple Parcels i





## Financial Information

Grant Match Ratios: (Based on the grant cap of \$200,000)

Project Cost	State Share	Grantee Share
\$50,000 or less	100%	0%
\$50,001 to \$150,000	75%	25%
\$150,001 up to \$400,000	50%	50%

Project Cost = State Share + Grantee Share

Refer to Chapter 62D-5.055(4), F.A.C. for complete information on match requirements and match types. The Total Project Cost (Line F) must equal the grant request (Line A) plus the total local match (Line E). This figure (Line F) should not total more than \$400,000 for the purpose of this application.



A. FRDAP Funds Requested (State Share) Line A



B. Local Funds Available: (Grantee Share)



C. In-Kind: Line C



D. Land Value: Line D



If property is developed, land value CANNOT be used as a match.

E. Total Local Match: Line E (Sum of lines B, C and D)



\$0.00


F. Total Cost of Proposed Project



\$0.00

Sum of Lines A and E (Should not total more than \$400,000)

(If approved for REDI Match Waiver, fill out REDI Waiver Forms at located under FRDAP Administrative Forms at <https://floridadep.gov/ooo/land-and-recreation-grants/content/florida-recreation-development-assistance-program> ).

Submitting Ready Waiver? 

You will upload all exhibits in the "Exhibit Upload" section before submitting your application for consideration. The [linked table](#) indicates what exhibits are required to be included in your application. **Once you have saved the application future edits must be done with the Draft screen.**





[Instructions for Completing the Project Work Plan](#)

Project Budget Detail

After reviewing the Instructions for Completing the Project Work Plan, select the Project Budget Detail Tab to begin entering the Project Element information.

**D. PROJECT WORK PLAN (COMPLETE FOR ALL PROJECTS – DEVELOPMENT, TRAILS AND ACQUISITION): INSTRUCTIONS FOR COMPLETING PROJECT WORK PLAN:**

**DELIVERABLES/ELEMENTS/WORK TO BE COMPLETED:** Identify ALL elements that will be completed under this Application. The Project elements are listed with the related tasks and deliverables. Primary elements and support elements should be listed separately. Use as many project elements and tasks needed to complete the project.

**DEVELOPMENT PROJECTS; PRIMARY RECREATION AREAS AND FACILITIES:** Primary facilities include all recreation facilities and opportunities. Primary cost must be equal to or greater than fifty percent (50%) of the total cost. Primary examples are: beach access, picnic facilities, fishing piers, ball fields, tennis courts, trails, trailheads, shade structures for recreational facilities, etc. Enclosed structures are not eligible costs. Costs of planning and site preparation should be included within the cost of each element. If acquisition project and land value is used as match, it should be included under primary cost. If this is a trail project, list the uses or types of trails. If developing one trail for multi-purposes state multi-purpose trail, but if doing several different trails list separately with each use (example: walking trail or bike trail).

**SUPPORT FACILITIES AND IMPROVEMENTS:** Support facilities are facilities which cannot stand alone, or which would have little or no public outdoor recreational value without the primary facility. No enclosed structures are eligible except restrooms, bathhouses or restroom/concession stands. Other support examples are: parking, landscaping, and security lighting. Amenities such as benches, or bike racks will receive no points when being scored. The enclosed structures listed above cannot be phased and must be completed with one grant.

**ACQUISITION PROJECTS:** If acquisition project list the project work plan for the acquisition phase of the project.

**DELIVERABLE/ELEMENT BUDGET AMOUNT FOR REIMBURSEMENT:** Must provide a budget for each element and identify the expense category and budget detail. Provide description of the costs as follows: **Salaries:** identify the position title/hourly rate/# of hours to complete the deliverable; **Fringe benefits:** identify the % used to calculate the fringe benefits; **Contractual Services:** identify what service will be paid for under the contract for services; **Equipment:** the purchase of equipment is not allowed under this Agreement, the rental of equipment is the only costs allowed that are associated with equipment; **Supplies and Materials:** identify what supplies/materials will be purchased; **Other costs:** identify what other costs are being requested (such as printing costs, other costs that do not fit into the other established cost categories (salaries, fringe benefits, equipment, supplies, indirect, contractual services); **Indirect Costs:** identify the percentage that is used for the indirect being claimed for reimbursement (cannot exceed 15% unless prior approval has been obtained by the Department).

**Remember to include each element in your conceptual site plan.** Upload a conceptual site plan displaying the areas and facilities to be developed. The site plan must correlate with the project boundary map and work plan elements. The site plan must **CLEARLY DELINEATE** using color codes between facilities/opportunities currently existing, facilities proposed for funding in this application and facilities planned for future development. If project is an acquisition project, be sure to submit on the site plan the proposed elements to be developed. Also identify different FRDAP phases on the site plan and any LWCF phases.



## Project Elements

Instructions for Completing the Project Work Plan

[Project Budget Detail](#)

After reviewing the Instructions for Completing the Project Work Plan, select the Project Budget Detail Tab to begin entering the Project Element information.

### Project Budget Detail

Type	Project Element	Paid with Grant Funds	Paid with Match Funds	Total Cost Grant Funds	Total Cost Grant Match
------	-----------------	-----------------------	-----------------------	------------------------	------------------------

The project reimbursement is limited to one (1) invoice upon completion of all Project Elements listed below and submittal of all Deliverables and required documentation identified in the table below. Completion Documentation required prior to Reimbursement Request.

\*Type i

--None--

\*Project Element i

\*Cost to be Paid with Grant Funds i

\*Cost to be Paid with Grant Match i





## Project Elements

Instructions for Completing the Project Work Plan

Project Budget Detail

After reviewing the Instructions for Completing the Project Work Plan, select the Project Budget Detail Tab to begin entering the Project Element information.

### Project Budget Detail

Type	Project Element	Paid with Grant Funds	Paid with Match Funds	Total Cost Grant Funds	Total Cost Grant Match
New Primary	playground	\$25,000.00	\$0.00	\$25,000.00	\$0.00

The project reimbursement is limited to one (1) invoice upon completion of all Project Elements listed below and submittal of all Deliverables and required documentation identified in the table below. Completion Documentation required prior to Reimbursement Request.

\* Type *i*

New Primary

\* Project Element *i*

playground

\* Cost to be Paid with Grant Funds *i*

\$25,000.00

\* Cost to be Paid with Grant Match *i*

\$0.00







# Evaluation Criteria

## Part II


- General Criteria
- Development Criteria
- Acquisition Criteria
- Trail Criteria
  
- Pages 10-14







▼ [Evaluation](#)

 **FRDAP Application Evaluation**

Part II - Evaluation Criteria

In this section you will enter your evaluation responses. You must respond to both the General Criteria tab and project type criteria to enter evaluation responses.

The "Update" button must be selected at the end of each criteria section in order to save responses.

Please note, the exhibits indicated are to be uploaded to receive points for your responses. You will upload the exhibits in the "Exhibit Upload" section of this application.

[General Criteria](#)

DEVELOPMENT CRITERIA

**1. CAPITAL IMPROVEMENT PLAN**

A. Is the proposed project identified, in whole or in part, in the applicant's capital improvement plan or schedule during the current or next three (3) fiscal years?

**Provide:**

1) A letter from the agency's city or county manager certifying the five year capital improvement schedule is **officially adopted and date adopted**. Project will not receive points if letter is not submitted and does not state the date CIP was adopted.

**-AND-**

2) A copy of the five-year capital improvement schedule included in the applicant's adopted Local Comprehensive Plan, stating project by name, amount and year (County or City budgets are not the same as capital improvement schedules) **Please highlight project name, amount and year.**

**(20 points)**

Select Value...

**-OR-**

B. Is the proposed project identified as part of the plan through an adopted resolution committing the applicant to amend their capital improvement plan or schedule and complete the project should it receive program funds? **Provide:** a copy of a fully executed resolution amending the existing schedule to include the proposed project. The resolution must **clearly indicate the proposed project by name, amount and year and cannot be older than 3 years.**

**(10 points)**

Select Value...

**(Label as Exhibit "A")**



## 2. STATE COMPREHENSIVE OUTDOOR RECREATION PLAN

A. Explain how the proposed project would address one or more of the issues or goals identified in the State Comprehensive Outdoor Recreation Plan. Use the **OUTDOOR RECREATION IN FLORIDA 2008** (Chapter 6 & 7). Provide quotations or other appropriate references with explanations to justify the correlation. To receive points, must give a detailed explanation as to how the project meets the goals, cannot only list the goals.

Enter Value...

**(Label as Exhibit "B") (4 points)**

B. 2008 Relative Need Index by Region The proposed project provides for a priority resource or facility need in the applicant's planning region identified in the Statewide Comprehensive Outdoor Recreation Plan. Locate the applicant's region and circle each priority resource/facility need as **proposed in the project** cost on page 7 & 8 of this application:

**(7 points)**

Select Need by Region ⓘ

Available

- Region I Saltwater Beach Ac...
- Region I Baseball or Softball
- Region I Picnicking
- Region I Football
- Region I Outdoor Swimming...
- Region I Saltwater Non-Boa...
- Region I Golf

Selected

Selected area (empty)



### 3. PUBLIC PARTICIPATION

Indicate which of the following apply (Choose ALL that apply): (To receive points for this section any meetings, presentations, or surveys must be held in the current year or within the previous 3 years of application and each of the three meetings must be held separately to receive each set of points. Meetings also must be held prior to the application submittal.)

A. A pre-advertised public meeting was held solely for the purpose of discussing the proposed project. Attach a copy of ad and proof of publication for the advertisement. Advertisement needs to state where and when advertised. If submitting 2 applications, must hold separate meeting for each project (unless they are phased projects of the same park). If not advertised in a newspaper, need a written explanation as to how, when and where advertised, along with a copy of notice/advertisement.

Select Value... ▼

**(Label as Exhibit "C-1") (10 points)**

B.  
The project was discussed at a regularly scheduled meeting of the applicant's advisory board responsible for park, recreation or leisure service activities. Provide a copy of the minutes of the advisory board meeting(s) where this project was discussed. The board must be an appointed group of citizens, such as a parks and recreation advisory board, who would normally review projects similar to the proposed grant application. Planning and zoning or similar boards may be used if a parks and recreation advisory board does not exist.  
**CITY OR COUNTY COMMISSIONS ARE NOT CONSIDERED ADVISORY BOARDS.**

Select Value... ▼

**(Label as Exhibit "C-2") (7 points)**

C.  
Public input on the proposed project was obtained through presentations to community organizations, neighborhood associations and/or a written opinion survey. Provide documentation (minutes from the meeting which the project was discussed with date or thank-you letter from an organization, association, etc.) showing that presentations regarding this project were made to community organizations or groups **OR provide a copy of the survey, who surveyed and summary of the results. Letters of support are not acceptable to receive points.**

Select Value... ▼

**(Label as Exhibit "C-3") (4 points)**





#### 4. OPERATION AND MAINTENANCE

Capability to develop, operate and maintain the project site: (Check ONLY one):

Provide a brief description of how development, programming and maintenance will be provided and a copy of an agency organizational chart. Must provide both to receive points.

Select Value...

#### 5. PARK PARTNERSHIP

The proposed project is supported through a fully executed written cooperative agreement between the applicant and a private or public entity (within the current or past 3 years) in which said entity agrees to furnish 10% or more of the total project costs in cash, land, or labor services for the development/construction of this project with the applicant holding the leading management responsibility. The written agreement must be executed by the end of the submission period and quantify the donation in monetary units. This can be a cooperative agreement between either parties or a letter from the entity agreeing to furnish 10% of the total project costs in cash, materials, land, or labor services. (A management or maintenance agreement is not acceptable.)

Select Value...

(Label as Exhibit "E") (3 points)

#### 6. TRAIL CONNECTIVITY

The project provides for increased trail access by connecting an existing, publicly owned and designated recreational trail which is outside the project boundary. Indicate on the site plan the project trail/connection and name and location of existing trail(s) outside the boundaries.

Select Value...

(Label as Exhibit "G") (5 points)

You must respond to every question on both tabs. Do not leave any questions blank.  
Click "Update" to save your responses for this tab.



**Questions**





## Part II – Evaluation Criteria by Project Type

- Development Criteria
- Acquisition Criteria
- Trail Criteria
  
- Pages 15 -23







General Criteria

DEVELOPMENT CRITERIA

### 1. NEW DEVELOPMENT

List the existing facilities/improvements on the project site. Include improvements such as baseball fields, basketball courts, trails, boat ramps, etc. (Bullet lists are encouraged) (If undeveloped, state None). The site plan must clearly delineate between facilities/opportunities currently existing, facilities proposed for funding in this application and facilities planned for future development. Identify and color code different funding phases from the existing facilities.

Enter Value...

**(Label as Exhibit "G") (5 points, if undeveloped)**



B) Does the proposed project, in whole or in part, address the highest priority of infrastructure funding needs for the applicant's population density as set forth in the study titled "1995 INFRASTRUCTURE ASSESSMENT OF LOCAL GOVERNMENT RECREATION AND PARK DEPARTMENT FACILITY NEEDS IN THE STATE OF FLORIDA". Use the table below to determine in which priority funding need ranking the project falls.

Select Value...

Name	Phone	Phone
Population Density 1 - Population Under 10,000	Rank 1 Rank 2	Construction Renovation
Population Density 2 - Population 10,000 to 24,999	Rank 1 Rank 2	Renovation Construction
Population Density 3 - Population 25,000 to 49,999	Rank 1 Rank 2	Construction Renovation
Population Density 4 - Population 50,000 to 99,999	Rank 1 Rank 2	Construction Renovation
Population Density 5 - Population 100,000 and Over	Rank 1 Rank 2	Renovation Construction

Source: The 1995 Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs in the State of Florida

You must respond to every question on both tabs. Do not leave any questions blank.  
Click "Update" to save your responses for this tab.



# Acquisition Criteria

## ***ACQUISITION CRITERIA***

### **(COMPLETE ONLY FOR ACQUISITION PROJECTS)**

- Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs in the State of Florida
- Needed Recreational Acreage
- Capital Improvement Plan







### 1. INFRASTRUCTURE ASSESSMENT OF LOCAL GOVERNMENT RECREATION AND PARK DEPARTMENT FACILITY NEEDS IN THE STATE OF FLORIDA

List all the facilities that will be developed for this project. Only facilities identified in the top three priority ranked index clusters of outdoor facilities needs for new construction identified within the applicant's population density as set forth in the Department's study entitled "Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs in the State of Florida", effective December 1995, will receive these points. (Priority ranked index clusters are [attached as pages 22-26.](#))

(15 points)

Enter Value...

### 2. NEEDED RECREATIONAL ACREAGE

Describe how the project provides for identified need(s) for additional park acreage pursuant to the applicant's adopted local comprehensive plan. Provide the following:

Select Option

B. Provide excerpts of the applicant's local comprehensive plan as supporting back-up documentation and highlight the information that pertains to this section.

(Label as Exhibit "F") (15 points)

Enter Value...

### 3. CAPITAL IMPROVEMENT PLAN

A) Is the proposed development of the property identified in the applicant's capital improvement plan (CIP) or schedule during the current or next three (3) fiscal years?

1). Provide: a letter from the agency's city or county manager certifying the five year capital improvement schedule is officially adopted and date adopted. Project will not receive points if letter is not submitted and does not state the date CIP was adopted.

-AND-

2). Provide: a copy of the five-year capital improvement schedule included in the applicant's adopted Local Comprehensive Plan, stating project by name, amount and year (County or City budgets are not the same as capital improvement schedules). Highlight project name, amount and year.

(6 points)

Select Value...

-OR-

B) Is the proposed development of the property included as part of the plan through an adopted resolution committing the applicant to amend their CIP and develop the property should it receive program funds? Provide: a copy of a fully executed resolution amending the existing schedule to include the development of the proposed project. The resolution must clearly indicate the development of the proposed project by name, year and amount and cannot be older than 3 years.

(Label as Exhibit "A") (3 points)

Select Value...

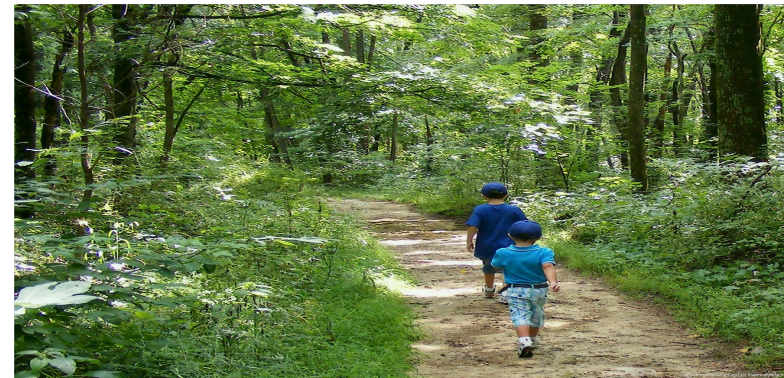


# Trails Criteria

## ***TRAIL CONSTRUCTION CRITERIA***

*(Complete Only for Construction of Trail Projects)*

- New Development
- State Greenways and Trails Plan
- State of Florida Designated Recreational Greenway or Trail
- Regional or Local Greenways and Trails Plan
- Mixed Use or Single Use Trails
- Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs in the State of Florida





## TRAIL CONSTRUCTION CRITERIA

### 1. NEW DEVELOPMENT

List the existing facilities/improvements on the project site. Include improvements such as trails, trailheads, ball fields, basketball courts, etc. (Bullet lists are encouraged. **If undeveloped, state None.**) The site plan must clearly delineate between facilities/opportunities currently existing, facilities proposed for funding in this application and facilities planned for future development. Identify and color code different funding phases from the existing facilities.

Enter Value...

(Label as Exhibit "G") (5 points, if undeveloped)

### 2. STATE GREENWAYS AND TRAILS PLAN

Explain how the proposed project would address one or more issues or goals as identified in the Florida Greenways and Trails System Plan. Use "Florida Greenways and Trails System Plan- 2013-2017". Provide quotations or other appropriate references to justify the correlation. Use a separate sheet if necessary.

Enter Value...

(Label as Exhibit "H") (6 points)

### 3. STATE OF FLORIDA DESIGNATED RECREATIONAL GREENWAY OR TRAIL

The project is located on or connects with a State of Florida designated greenway or trail. Provide a map and documentation (letter from Office of Greenways and Trails) indicating connectivity. Designation Agreements must be fully executed by the end of submission period.

Select Value...

(Label as Exhibit "I") (3 points)

### 4. REGIONAL OR LOCAL GREENWAYS AND TRAILS PLAN

Explain how the proposed project would implement a Greenway and Trail Plan adopted by either a regional or local governmental entity. Provide quotations or appropriate references with explanations to justify correlation. Enclose a copy of the regional or local governmental adopted Greenway Plan.

Enter Value...

(Label as Exhibit "J") (4 points)





#### 6. INFRASTRUCTURE ASSESMENT OF LOCAL GOVERNMENT RECREATION AND PARK DEPARTMENT FACILITY NEEDS IN THE STATE OF FLORIDA

Does the proposed project, in whole or in part, address the highest priority of infrastructure funding needs for the applicant's population density as set forth in the study titled "1995 INFRASTRUCTURE ASSESMENT OF LOCAL GOVERNMENT RECREATION AND PARK DEPARTMENT FACILITY NEEDS IN THE STATE OF FLORIDA". Use the table below to determine in which priority funding need ranking the project falls.

Select Value...

Name	Phone	Phone
Population Density 1 - Population Under 10,000	Rank 1 Rank 2	Construction Renovation
Population Density 2 - Population 10,000 to 24,999	Rank 1 Rank 2	Renovation Construction
Population Density 3 - Population 25,000 to 49,999	Rank 1 Rank 2	Construction Renovation
Population Density 4 - Population 50,000 to 99,999	Rank 1 Rank 2	Construction Renovation
Population Density 5 - Population 100,000 and Over	Rank 1 Rank 2	Renovation Construction

You must respond to every question on both tabs. Do not leave any questions blank.  
Click "Update" to save your responses for this tab.







# Supporting Documentation







## ▼ Exhibit Upload


### Exhibit Descriptions

#### Application Exhibits Required to be Uploaded

Exhibit	Exhibit Letter	Exhibit Description	Exhibit Prefix
Exhibit_H	H	You must submit a file with a name that starts with Exhibit_H	Exhibit_H
Exhibit_K	K	You must submit a file with a name that starts with Exhibit_K	Exhibit_K
Exhibit_L	L	You must submit a file with a name that starts with Exhibit_L	Exhibit_L
Exhibit_M	M	You must submit a file with a name that starts with Exhibit_M	Exhibit_M
Exhibit_P	P	You must submit a file with a name that starts with Exhibit_P	Exhibit_P

**Please Note:** The list above include required files only. To receive points for evaluation responses you must upload the corresponding Exhibit. All exhibits must be name "Exhibit\_[insert letter]". For example Exhibit A would be "Exhibit\_A". See the Application Flags / Self Score Overview section for the required file names for each evaluation question.

### View/Upload Files

 Upload Files Or drop files

Name

Type



# Capital Improvement Plan - CIP – Exhibit A

<b>CAPITAL IMPROVEMENT PROJECTS</b>			
<b>PROJECTS</b>	<b>Carryover budget from prior years</b>	<b>Spend</b>	<b>Defer</b>
<b>Street/Traffic/Public Safety</b>			
1 Fire Hydrant Replacement	\$34,393	\$34,393	\$0
2 Moraga Canyon Sports Fields	\$148,168	\$148,168	\$0
3 Tree Removals	\$15,000	\$15,000	\$0
4 Community Pool	\$600,000		\$600,000
5 Survey Monuments	\$6,852		\$6,852
6 Pedestrian Path Signage	\$10,000		\$10,000
7 Ramona/Ronada intersection	\$50,000		\$50,000
<b>Sub-Total: Street/Traffic/Public Safety</b>	<b>\$864,413</b>	<b>\$197,561</b>	<b>\$666,852</b>



RESOLUTION NO. 431-19

**A RESOLUTION OF THE CITY OF DAVENPORT, FLORIDA, AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR THE FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM (FRDAP) FUNDING TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR FEDERAL FISCAL YEAR 2020-2021 FUNDING CYCLE.**

**WHEREAS**, the City of Davenport desires to submit an application to the Florida Department of Environmental Protection for a Florida Recreation Development Assistance Program Grant to benefit the local residents.

**WHEREAS**, there is a present and growing need for outdoor recreation opportunities among persons of all ages within the City of Davenport, Florida corporate limits and among those visiting the area; and

**WHEREAS**, the City recognizes this need for additional recreational opportunities; and

**WHEREAS**, meeting the increasing demand for, recreation opportunities can best be met with the development of Lewis Matthews Complex Phase II as detailed in the application for funding in which the City is submitting an application in the October 15, 2019 application cycle requesting \$50,000.00 in grant funds.

**NOW THEREFORE, BE IT RESOLVED** by the City Commission of the City of Davenport, Florida, that:

**Section 1. Recitals incorporated.**

The above recitals are true and correct and are incorporated herein.

**Section 2. Authorization of Grant application.**

The City of Davenport hereby authorizes the filing of an application for a Florida Recreation Development Assistance Program Grant,

**Section 3. Execution of Documents.**

The Mayor of the City of Davenport is hereby authorized to execute all documents required in connection with the filing of said application to be submitted on October 15, 2019.

**Section 4. Amendment To Comprehensive Plan.**

The City further authorizes staff to prepare amendments to the Capital Improvements Element of the City's Comprehensive Plan to include the development of Lewis Matthews Complex Phase II in the City of Davenport, if the project is funded in the 2020 – 2021 application cycle.





# SCORP Documentation – Exhibit B



**2019 STATEWIDE COMPREHENSIVE OUTDOOR RECREATION PLAN**

## **SCORP**

Submit a written response to Part IV, Item 3, Page 9 of this application. Include narrative explaining of how the project implements one or more of the outdoor recreation goals and objectives as listed in the [2019 SCORP](#)





# Public Participation – Exhibits C1-C2-C3



## Public Participation: C-1

Submit a copy of the public meeting advertisement for the **SOLE PURPOSE** of discussing the project.

## Public Participation: C-2

Submit a copy of the agenda and/or minutes of a **REGULARLY SCHEDULED** advisory board meeting.

## Public Participation: C-3

Submit documentation of a **PRESENTATION** to community groups such as an agenda, letter of thanks, etc.

OR

*Submit a copy of the **SURVEY** instrument and a summary of the results as they relate to the proposed project*





## Operation and Maintenance / Park Partnership – Exhibits D-E-F

- Operation and Maintenance

MAINTENANCE



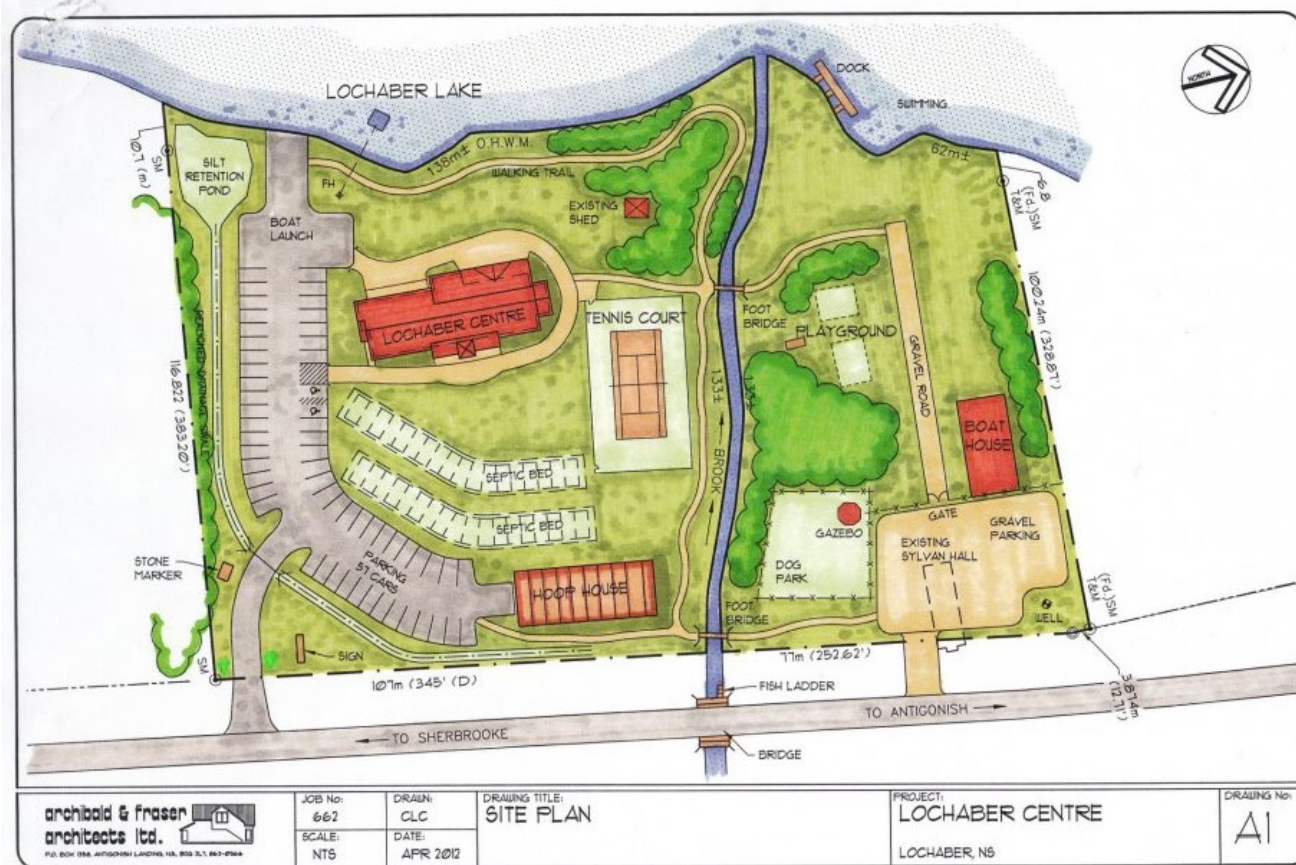
- Park Partnership







# Conceptual Site Plan – Exhibit G



## Conceptual Site Plan

Submit a conceptual site plan displaying the areas and facilities to be developed as proposed in the scope of the application. The site plan must correlate with the project boundary area identified in the project boundary map and cost estimate. The site plan must **CLEARLY DELINEATE & COLOR CODE** between facilities and opportunities currently existing, facilities proposed for funding in this application and facilities planned for future development (not in this project)





# Trails Projects – Exhibits H-I-J



## H. State Greenways and Trails Plan

Submit a written response to Part IV, Item 4, Page 9 of this application. Include narrative explaining of how the project implements one or more of the goals and objectives as indicated in the 2019-2023 [State Greenways and Trails System Plan](#).

- I. Letter from DEP's Office of Greenways & Trails documenting project is located on or connects with a designated State of Florida Greenway or Trail.
- J. Copy of Regional or Local Governmental adopted Greenway Plan





# Boundary Map – Exhibit K



## Boundary Map

The map must provide a legal description and sketch of the project area boundaries, display known easements and be legally sufficient to identify the project area. Plat maps may be accepted if the above criteria are identified.

**Aerial photographs are not accepted as boundary maps.**





# Photographs – Exhibit L



## Photographs

Submit color, on-site photographs sufficient to depict the physical characteristics of the project area. Provide color photographs for all four copies of your application. Aerial photographs are requested, but not required. Please mark an approximate boundary of the project site and note major roads and/or landmarks on the aerial photo (note: this is not the boundary map).



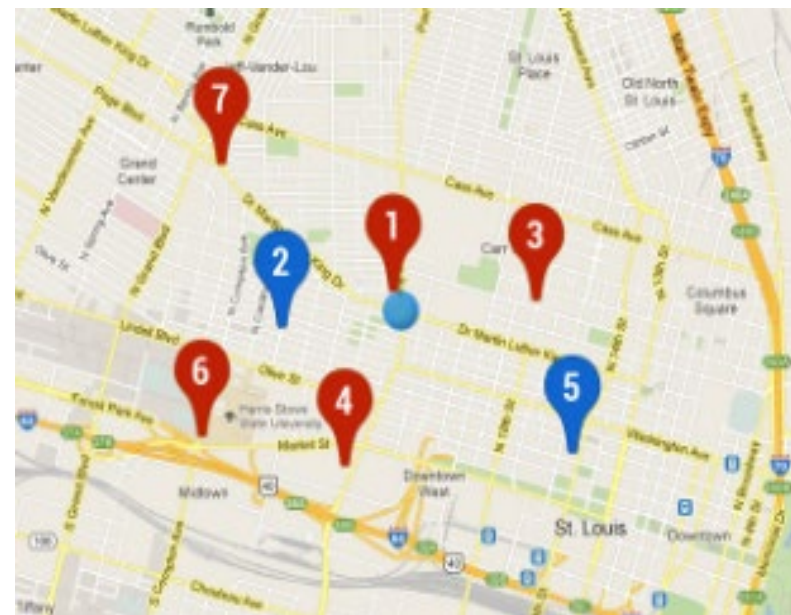


# Location Map and Directions – Exhibit M



## Location Map and Directions

Submit a detailed street, road or highway map precisely locating the project site. Also, provide clear and concise written driving instructions from the nearest federal or state highway. NOTE: Please confirm that street names listed in the written directions are the same as those posted on street signs in the area.



**Location,**  
**Location,**  
**Location**





# Site Control – Exhibit N

## **Site Control**

Submit a copy of the site control documentation (deed, lease, etc.) for the project site. If submerged lands are included in the development area, provide a legal document (permit, management agreement, etc.) which indicates permission to use and develop the submerged lands. Site control must be effective by the close of the submission period.





# Rural Economic Development Initiative – Exhibit O

## Rural Economic Development Initiative (REDI)

The Department of Economic Opportunity  
Division of Community Development  
107 East Madison Street  
Tallahassee, Florida 32399  
Phone: (850) 717-8428

<http://www.floridajobs.org/community-planning-and-development/community-partnerships/rural-economic-development-initiative>





# Description of the Physical Characteristics – Exhibit P











# Participant Instructions

Download the Application Form and the Application Instructions

<https://floridadep.gov/lands/land-and-recreation-grants/content/frdap-assistance>





*Save the Date*

*Division of State Lands*  
**Land and Recreation Grants Section**  
**Submission Cycles**

★  
**2021-2022 Stan Mayfield Working Waterfront Program**

October 1 – November 1, 2021

Application Webinar • September 15

★  
**2022-2023 Florida Recreation Development Assistance Program**

October 1 – October 15, 2021

Application Webinar • September 23

★  
**2022-2023 Recreational Trails Program**

February 1 – March 1, 2022

Application Webinar • January 19, 2022



For more information on the upcoming grant application cycles, visit [FloridaDEP.gov/Grants](https://FloridaDEP.gov/Grants)





# Resource Information

CONTACTS	PHONE
FRDAP and LWCF Program Information & Assistance <a href="https://floridadep.gov/Grants">https://floridadep.gov/Grants</a>	850-245-2501
Florida Statewide Greenways & Trails Plan	850-245-2052
Outdoor Recreation in Florida – SCORP	850-245-3068



# Contact Information

**Main Phone Line:** (850) 245-2501

## **FRDAP Community Assistance Consultants:**

- Tamika Bass – [Tamika.Bass@floridadep.gov](mailto:Tamika.Bass@floridadep.gov)
- Angie Bright – [Angie.Bright@floridadep.gov](mailto:Angie.Bright@floridadep.gov)
- LaShae Grice – [LaShae.Grice@floridadep.gov](mailto:LaShae.Grice@floridadep.gov)

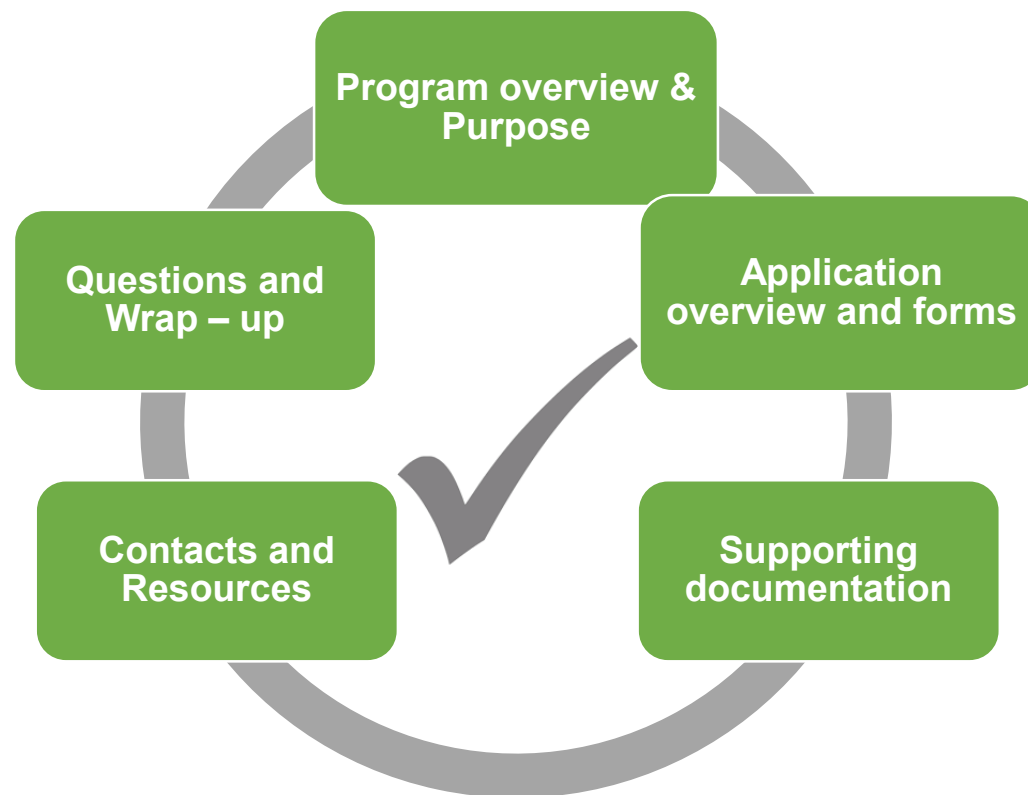
## **Land & Recreation Grants Management and Legal Counsel:**

- Linda Reeves, OMC Manager – [Linda.Reeves@floridadep.gov](mailto:Linda.Reeves@floridadep.gov)
- Rebecca Wood, Program Manager – [Rebecca.Wood@floridadep.gov](mailto:Rebecca.Wood@floridadep.gov)
- Lois LaSeur, Program Attorney – [Lois.LaSeur@floridadep.gov](mailto:Lois.LaSeur@floridadep.gov)





# Wrap Up









**FY2022- 2023**  
**Florida Recreation Development**  
**Assistance Program (FRDAP)**  
**Application Cycle Webinar**