



ORLP PARTICIPANT INSTRUCTIONS



1. Download the FY 2023-2024 Round 7 Outdoor Recreation Legacy Partnership Program (ORLP) Federal Notice of Funding Opportunity (NOFO) at: <https://floridadep.gov/lands/land-and-recreation-grants/content/outdoor-recreation-legacy-partnership-program>.
2. Determine if your park or outdoor recreation location AND community served is within a community (Census tract) that is determined to be disadvantaged per the *Climate and Environmental Justice Screening Tool* at: <https://screeningtool.geoplatform.gov>.



**Land and Water Conservation Fund (LWCF)
Outdoor Recreation Legacy
Partnership Program (ORLP)
FY 2023-2024 Application Workshop and
Technical Assistance Webinar**

Angela Bright
Division of State Lands
Florida Department of Environmental Protection
GoTo Webinar | January 26, 2024



ORLP AGENDA

PRESENTATION AGENDA

- ORLP Program Purpose and Overview
- ORLP Grant Program Eligibility Requirements
- Preparing the ORLP Application:
Federal Forms, Labeling Supporting Documentation
and Proposal Elements, and Application Submission
- Questions and Wrap-up



A young girl with dark hair, wearing an orange t-shirt and black shorts, is climbing a green metal playground structure. She is smiling and looking down. The background shows a park with trees and a clear sky.

LWCF OUTDOOR RECREATION LEGACY PARTNERSHIP (ORLP) PROGRAM

FY 2023-2024
APPLICATION WORKSHOP and TECHNICAL ASSISTANCE WEBINAR



ORLP PROGRAM PURPOSE AND OVERVIEW

ORLP Notice of Funding Opportunity and LWCF Federal Financial Assistance Manual

Outdoor Recreation Legacy Partnership Program (ORLP) – Round 7

The Land and Water Conservation Fund OUTDOOR RECREATION LEGACY PARTNERSHIP PROGRAM (ORLP) is a nationally competitive, federally funded grant program that provides financial assistance for the acquisition or development of park land, in disadvantaged areas, for general-public outdoor recreation.


The Outdoor Recreation Legacy Partnership (ORLP) program was established in 2014 and is funded through the Land and Water Conservation Fund Program. ORLP is also a dollar-for-dollar matching grant program. It was created to aid disadvantaged, urban communities that lack access to close-by outdoor recreation and lack the funding for proper maintenance upkeep and/or renovation costs. Again, funds from the ORLP grant may be used for the acquisition, development of, or substantial renovation of, public parks and other outdoor recreation spaces.

Projects may include any or all manners of outdoor recreation activities such as structured and unstructured play areas, playgrounds, campgrounds, picnicking, sports fields, court sports such as basketball, tennis and pickleball, tracks and paths for running, walking, skating or biking, bird watching areas, water-based recreation facilities such as fishing, swimming pools, paddling, boating, and spray playgrounds, as well as for outdoor recreation facilities and some supporting facilities and infrastructure like restrooms, bathhouses, or parking areas, when part of an overall recreation project.

- ❖ [Outdoor Recreation Legacy Partnership Program Round 7 Notice of Funding Opportunity P24AS00498](#)
- ❖ [Land and Water Conservation Fund \(LWCF\) Federal Financial Assistance Manual Volume 72 – Effective October 1, 2023](#)

U.S. Department of the Interior
National Park Service

Financial Assistance
Notice of Funding Opportunity (NOFO)



NOFO Title	Round 7 Outdoor Recreation Legacy Partnership Program
NOFO Number:	P24AS00498
Announcement Type:	Discretionary
CFDA Number:	15.916


Issue Date: 11/08/2023
Application Due Date: 04/30/2024 Time: 11:59 PM Eastern Time Zone

Note: Per 2 CFR 1402.204 (f) Bureaus and offices must consider the timeliness of the application submission. Applications that are submitted beyond the announced deadline date must be removed from the review process.

Program Technical Contact:	Administration Contact:
Name: Ginger Carter	Name: Susan Broeksmit
Phone: 202-513-7233	Phone: 202-641-0966
Email: Ginger_Carter@nps.gov	Email: Susan_Broeksmit@nps.gov

U.S. DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE

LAND AND WATER CONSERVATION FUND
STATE ASSISTANCE PROGRAM



FEDERAL FINANCIAL ASSISTANCE MANUAL
Volume 72
Effective October 1, 2023



ORLP PROGRAM OVERVIEW AND AWARD INFORMATION

Round 7 Outdoor Recreation Legacy Partnership Program

Program Purpose

ORLP provides new or significantly improved recreation opportunities in economically-disadvantaged communities. ORLP projects are selected through a National Park Service-led national competition of projects solicited and nominated by the lead (LWCF) State Agencies.

Cycle Information and Deadline

The Round 7 funding opportunity for the State of Florida was announced in the Florida Administrative Register (FAR) on December 4, 2023, Issue 49/233. The grant cycle opened this January 2024 and the deadline for submission of an application, to the State of Florida, for consideration and nomination is **Thursday, February 29, 2024, at 5pm**. The application process for ORLP will be a multi-step process. Land and Recreation Grants program staff will conduct preliminary reviews, upload eligible proposals into Grants.gov, and make all nominations to NPS' review team for consideration and final award decisions on or before April 30, 2024. The National Park Service's staff will begin their reviews on, or shortly after April 30, 2024. Because of the limited window for review and submission, there will not be an ORLP deficiency period.

Local Project Sponsor Eligibility

Eligible project sponsors include local units of government: cities, towns, villages, or counties, and special purpose districts with the legal responsibility for providing outdoor recreational sites and facilities for the use and benefit of the general public.

Project Eligibility

ORLP projects must be consistent with the purposes and requirements of the LWCF Act and LWCF Manual. In addition, ORLP project must specifically meet all the following requirements as outline in the Notice of Funding Opportunity:

1. Be located within an incorporated city (or town) having a population of 30,000 or more in the 2020 Census, and
2. Be located within a community (Census tract) that is determined to be disadvantaged per the [Climate and Environmental Justice Screening Tool](#) (includes tract of the project site and community(ies) served).
3. Proposed projects must align with the above listed ORLP purposes to be considered for selection, as well as contain the ORLP project criteria.



ORLP PROGRAM OVERVIEW AND AWARD INFORMATION

Round 7 Outdoor Recreation Legacy Partnership Program

Expected Award Amount & Match Requirement

- Project sponsors must match the grant award at 1:1 (50%-50%) with non-federal dollars.
- Grant Minimum Request: \$300,000
- Grant Maximum Request: \$15,000,00

Eligible Match and Budget

- Cash
- Well Documented In-kind Services and Contributions (land, materials and/or volunteer services)
- Other approved and authorized Federal Funding Sources must be documented and supporting documents included in application.

Anticipated Federal Award Date

- If your grant application is accepted and approved by the National Park Service, the anticipated federal award announcement date for selected projects will be November 01, 2025.

Anticipated Term of Agreement if Awarded

- February 1, 2026 – February 28, 2028
- Agreement terms for funded projects will run between two and three years depending on the negotiated project statement of work. Grant Agreements are not effective until fully executed with signature from the NPS Financial Assistance Awarding Officer.



ORLP INELIGIBLE PROJECT TYPES

- Projects not identified in the Census Tract and not located within a community that is determined to be disadvantaged within the Census Tract.
- LWCF formula grant projects that have closed within the last seven (7) years, at the same park, even if the scope of the project is different, or sites that are currently receiving funding under the LWCF formula grant.
- A site that will not serve communities of 30,000 or more.
- Properties that are pre-existing easements.
- Leased properties.
- Properties that the Applicant has no Site Control of the project boundary.
- Non-viable Recreation Areas.]
- School Board Property or School Board Connected Property.
- Stormwater Infrastructure Projects.
- Indoor recreation infrastructures & other buildings (visitor and community centers, indoor sports complexes, gymnasiums, etc.).
- Projects that have support facilities that are more than 50% of the total project cost.
- A project site that has documented and/or unresolved environmental violations.





SUBMITTING AN ORLP GRANT APPLICATION

FY 2023-2024
APPLICATION WORKSHOP and TECHNICAL ASSISTANCE WEBINAR



ORLP APPLICATION CONTENT and SUBMISSION

APPLICATION CONTENT

All ORLP applicants must complete the mandatory standard forms (SF 424's) and general application information (approximately 13 to 16 items), and any applicable optional forms, in accordance with the federal NOFO. Please do not include any proprietary or personally identifiable information, as applications will be posted to the public federal accountability website: USAspending.gov.

APPLICATION PAGE LIMITS

Page limit specifications for general application information and specific elements are noted within the NOFO. The overall **project application may not exceed 40-pages**, excluding optional letters of support. Documentation beyond the stated page limit, **and** linked information within the application, **will not** be reviewed or considered.



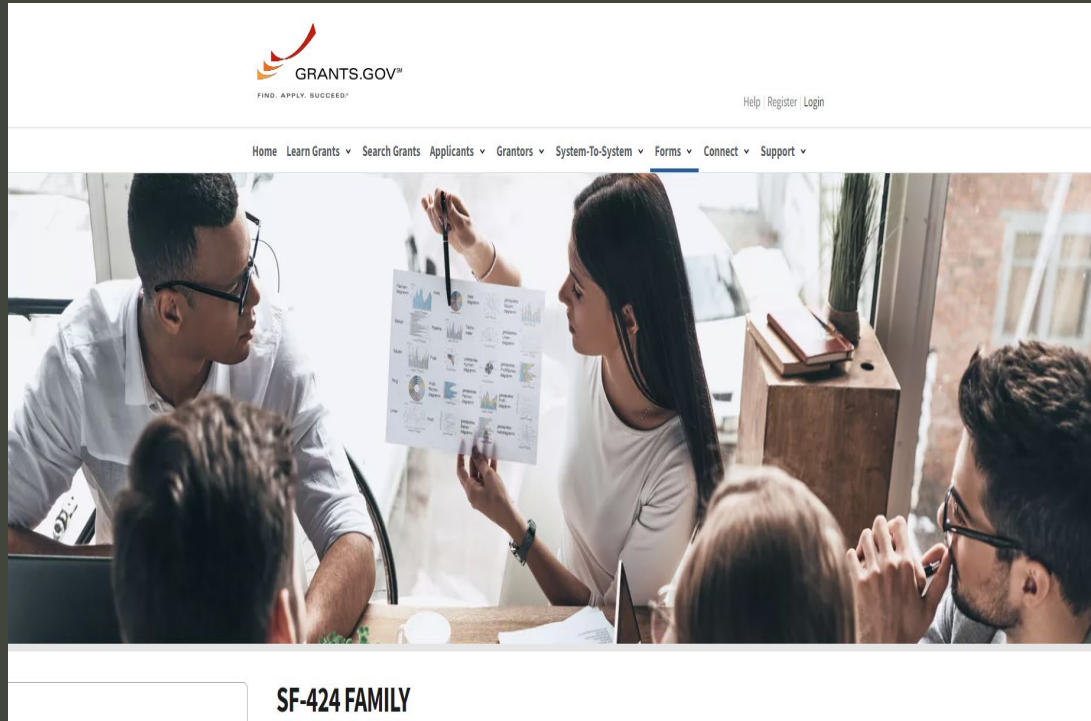
ORLP APPLICATION CONTENT and SUBMISSION

A Complete ORLP Application will Contain the Following Items MANDATORY STANDARD FORMS (SF 424 series and Project Abstract Summary)

1. Standard Form SF424, Application for Federal Assistance.
2. Standard Form SF424C, Budget Information for Construction Programs.
3. Standard Form SF429 and SF424B, Real Property Status Report (**acquisition projects**).
4. Standard Form SF424D, Assurances for Construction Programs.
5. Standard Form SF-LLL, Disclosure of Lobbying Activities.
6. Standard Form - Project Abstract Summary.

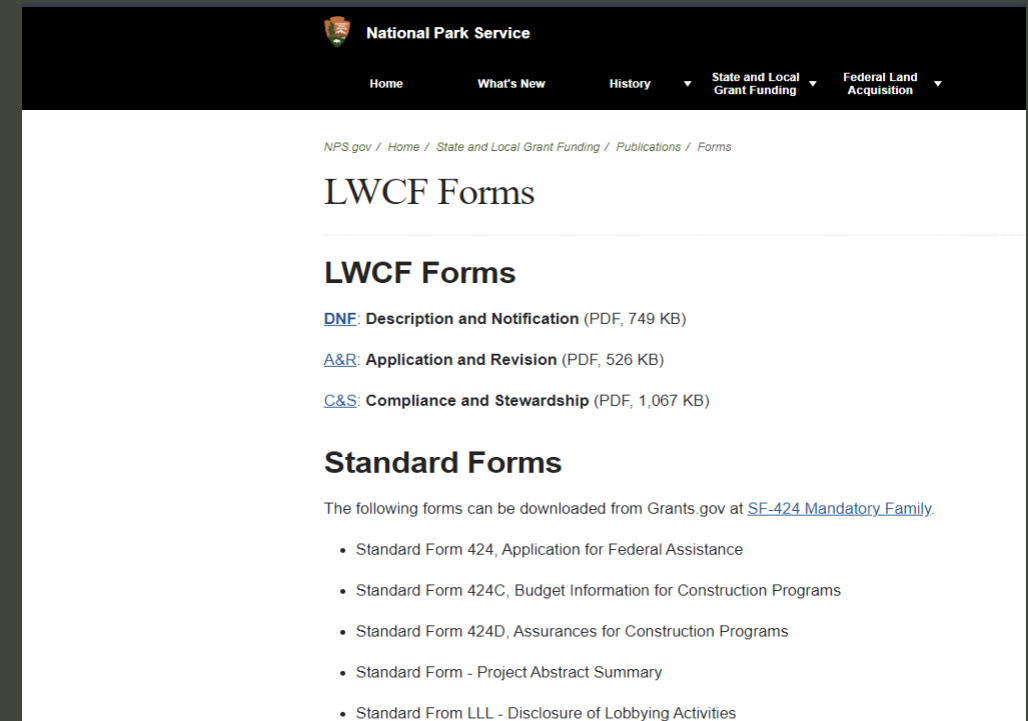


ORLP APPLICATION CONTENT and SUBMISSION



<https://grants.gov/forms/forms-repository/sf-424-family>

Notice of Funding Opportunity (NOFO): P24AS00498
Round 7 Outdoor Recreation Legacy Partnership Program



<https://www.nps.gov/subjects/lwcf/lwcf-forms.htm>



ORLP APPLICATION CONTENT and SUBMISSION

A Complete ORLP Application will Contain the Following Items GENERAL APPLICATION INFORMATION

7. Project Narrative (**max 10 pages, 12-pt font**) Consists of 3-sections. Following instructions in this section.
 - A. Project Data Page (**max 1 page**) Following instructions in this section.
 - B. Project Overview (**max 2 pages**) Following instructions in this section.
 - C. Project Criteria Information (**remaining pages**) Provide required criteria information as detailed in **Section E-Application Review** of the NOFO.
8. Detailed Budget Narrative (**max 5 pages**) Following instructions in this section.
9. Project Timeline (**max 1 page**) Following instructions in this section.



ORLP APPLICATION CONTENT and SUBMISSION

A Complete ORLP Application will Contain the Following Items GENERAL APPLICATION INFORMATION - continued

10. Photos of current site, element and facility conditions is required, as well as the the surrounding environment for the recreation area.

11. Maps (2 minimum):

A. A Boundary Map (or Aerial Photo) Delineating Project Area and Proposed Boundary – must clearly indicate area to be acquired and/or developed, as well as the proposed boundary of the larger park/recreation area that would be subject to the LWCF perpetual protection provisions, all known outstanding rights and interests in the area held by others, total acres within the boundary(ies), and a north arrow.

B. A Conceptual Site Plan or Sketch of Planned Site Features identifying location of planned recreational improvements and other site features, such as where the public will access the site, parking, etc., is required.



ORLP APPLICATION CONTENT and SUBMISSION

A Complete ORLP Application will Contain the Following Items GENERAL APPLICATION INFORMATION - continued

12. Letters of Commitment of Secured Contributions/Matching Share clearly stating the amount and type of contribution. Contributions from project sponsor must also be confirmed.

13. US FWS – iPAC Consistency Letter and Environmental Review Submission, and if prompted in iPAC, the applicable Endangered Species List.

<https://www.fws.gov/guidance/>.



ORLP APPLICATION CONTENT and SUBMISSION

A Complete ORLP Application will Contain the Following Items APPLICABLE and OPTIONAL FORMS

14. Letters of Support (optional).

General Letters of Support and/or Letters of support from Congress (support letters from Congress must be included with application to be considered).

15. Feasibility Report (if available).

16. State Historic Preservation Office (SHPO) Determination of Effect Letter (if available).
If not available by the close of submission, the local sponsor can request and submit at a later, if the grant proposal is advanced.



CRITERION POINTS and SCORING

FY 2023-2024
APPLICATION WORKSHOP and TECHNICAL ASSISTANCE WEBINAR



ORLP Application Criterion and Points

Criterion 1

Project Merit

Maximum Points: 50

***with possible 5-bonus points
awarded to nature-based projects**

Criterion 2

Technical Excellence

Maximum Points: 50




ORLP Application Submission Cycle Deadline

February 29, 2024, at 5:00p.m., EST

**Submit 1 hard copy of the COMPLETE application to:
Department of Environment Protection
Land and Recreation Grants Section
3900 Commonwealth Blvd, MS 585
Tallahassee, FL 32399-3000**

Applications must be received before or by deadline date and time. There will not be a deficiency period.

february 2024

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	 29		



QUESTIONS?



RESOURCE INFORMATION

- ❖ Statewide Comprehensive Outdoor Recreation Plan (SCORP)
Florida Division of Recreation and Park
Office of Park Planning
(850) 245-3051
<https://floridadep.gov/parks/florida-scorp-outdoor-recreation-florida>
- ❖ Florida Division of State Land
Bureau of Appraisal
(850) 245-3076
<https://floridadep.gov/lands/bureau-appraisal>
- ❖ Florida Department of State
Division of Historical Resources
State Historic Preservation Office (SHPO)
(850) 245-6333
<https://dos.fl.gov/historical/>



Land and Recreation Grants LWCF Staff Contact Information

Main Phone Line: (850) 245-2501

Program Website: <https://floridadep.gov/Grants>

LWCF Program Coordinator:

- Angela Bright – Angie.Bright@floridadep.gov

Land & Recreation Grants Management and Legal Counsel:

- **Linda Reeves**, Community Grants Program Manager – Linda.Reeves@floridaDEP.gov
- **Shauna Allen**, Grants Operations Manager - Shauna.R.Allen@floridadep.gov
- **Patricia Henry**, Program Attorney – Patricia.Henry@floridaDEP.gov

