



# READINESS AND RECREATION INITIATIVE FY2023-2024 APPLICATION WORKSHOP

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Division of State Lands / Land and Recreation Grants Section  
Florida Department of Environmental Protection

Tallahassee | May 24, 2023



# LAND AND RECREATION GRANTS SECTION

## AGENDA

### Presentation Agenda

- Land and Recreation Grants Section Introduction
- Program Overview
- LWCF + REPI Program Intent
- FY2023-2024 LWCF + REPI Application Cycle
- Eligibility Requirements
- LWCF + REPI Application
- Supporting Documentation
- Questions





# LAND AND RECREATION GRANTS SECTION

## INTRODUCTION

### Land and Recreation Grants Section

The Land and Recreation Grants Section (LRGS) promotes and fosters partnerships to enhance and sustain Florida's natural and cultural resources and provide increased outdoor recreational opportunities for Florida residents and visitors. Housed within the Division of State Lands, LRGS administers state and federally funded grants, including:

- **Florida Communities Trust (FCT)**
- **Florida Recreation Development Assistance Program (FRDAP)**
- **Land and Water Conservation Fund (LWCF)**
  - **Outdoor Recreation Legacy Partnership (ORLP) Program**
  - **Readiness and Recreation Initiative Grant Program (LWCF + REPI)**
- **Recreational Trails Program (RTP)**

These competitive grant programs provide funding assistance for the acquisition of recreation, conservation, and working waterfront properties, and the development of public recreational facilities. The [LRGS website](#) provides information regarding program guidance, application cycles, reporting requirements, and webinar announcements.

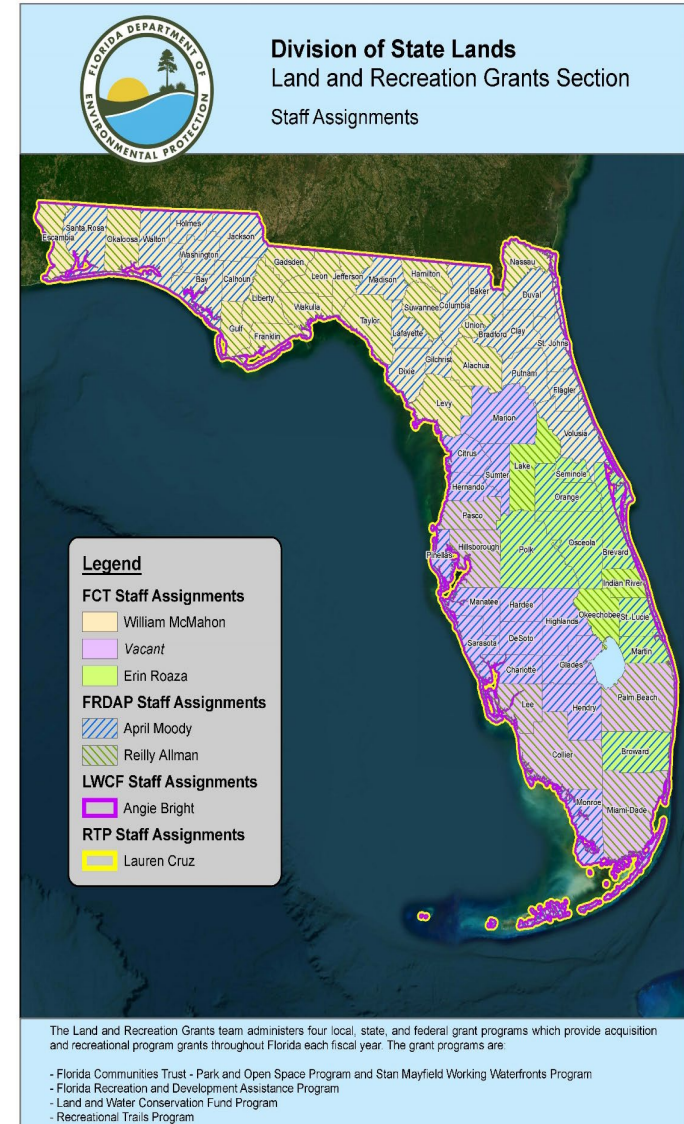


# LAND RECREATION GRANTS SECTION

## STAFF ASSIGNMENTS

### Land and Recreation Grants Section

- Florida Communities Trust (FCT)
  - Parks and Open Space
  - Stan Mayfield Working Waterfronts
- Florida Recreation Development Assistance Program (FRDAP)
- Land and Water Conservation Fund (LWCF)
  - Outdoor Recreation Legacy Partnership (ORLP) Program
  - Readiness and Recreation Initiative Grant Program (LWCF + REPI)
  - Recreational Trails Program





# LAND AND WATER CONSERVATION FUND (LWCF)



# LAND AND RECREATION GRANTS SECTION

## LAND AND WATER CONSERVATION FUND

### Land and Water Conservation Fund

The Land and Water Conservation Fund (LWCF) Program is a competitive, federal program authorized by Congress that provides for the acquisition or development of land for public outdoor recreation. LWCF funds are appropriated by Congress to the U. S. Department of the Interior, National Parks Service (NPS), and NPS allocates the funds through state agencies as a grant program to state and local governments. It is administered at the state level by the Florida Department of Environmental Protection.

[Rule Chapter 62D-5, F.A.C.](#) outlines all of the rules that govern the LWCF. It is a great resource of programmatic information, including general requirements, application requirements and processing, application evaluation criteria, grant administration, and compliance responsibilities.

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
	<a href="#">62D-5.070</a>	General Requirements	7/15/2001
	<a href="#">62D-5.071</a>	Application Requirements And Processing	7/15/2001
	<a href="#">62D-5.072</a>	Evaluation Criteria	7/15/2001
	<a href="#">62D-5.073</a>	Grant Administration	7/15/2001
	<a href="#">62D-5.074</a>	Compliance Responsibilities	7/15/2001

[Land and Water Conservation Fund \(LWCF\) Manual](#)



# LAND AND RECREATION GRANTS SECTION

## LAND AND WATER CONSERVATION FUND

### LWCF Application Information

Eligible applicants include county governments and incorporated municipalities of the state of Florida and other legally constituted local governmental entities with the legal responsibility for the provision of outdoor recreational sites and facilities for the use and benefit of the general public.

Grant thresholds are established annually, and dependent upon funding allocation by the NPS. Project sponsors are required to meet a 1:1 match ratio.

Applicants must have and demonstrate adequate site control of project sites and are able to construct, operate, and maintain the area for the period of time sufficient to satisfy the dedication period as required [62D-5, F.A.C.](#) and the [LWCF Program Manual](#).

Permissible uses of funds include the acquisition of land and waters, or public access to them, for recreational purposes, the development of outdoor recreation and supporting facilities, or a combination of both categories.



# READINESS AND ENVIRONMENTAL PROTECTION INITIATIVE (REPI)





# LAND AND RECREATION GRANTS SECTION

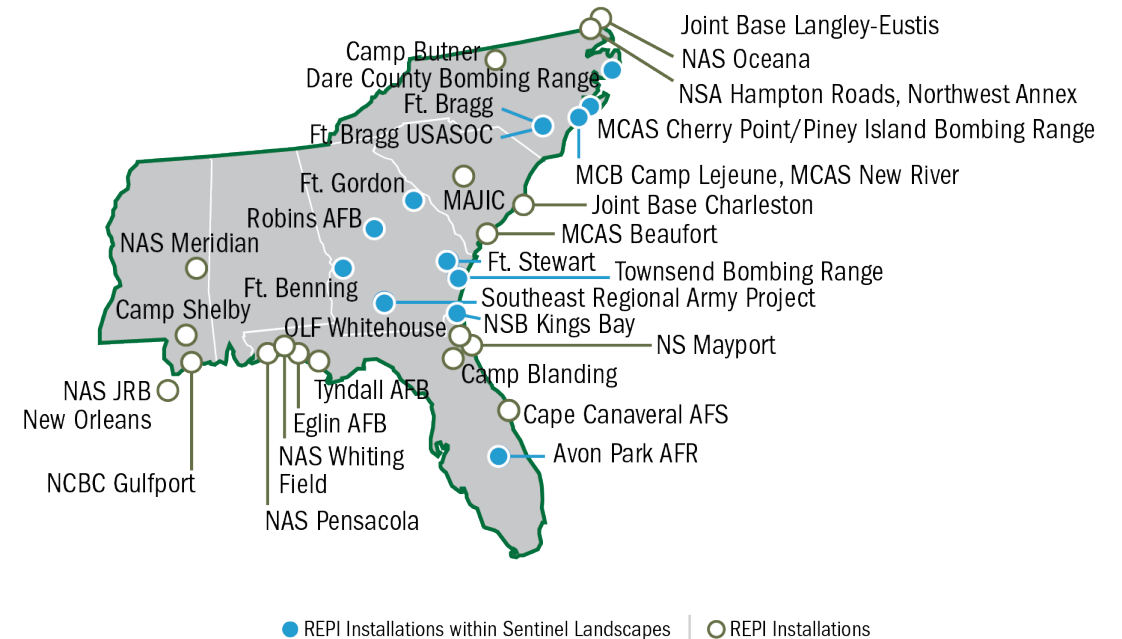
## READINESS AND ENVIRONMENTAL PROTECTION INTEGRATION

### Readiness and Environmental Protection Integration

The Department of Defense's (DOD) Readiness and Environmental Protection Integration (REPI) Program preserves military missions by supporting cost-sharing agreements between the Military Services, other federal agencies, state and local governments, and private conservation organizations to avoid land use conflicts near military installations, address environmental restrictions that limit military activities, and increase resilience to climate change.

The REPI Program is administered by the Office of the Secretary of Defense (OSD).

Since FY 2003, DOD has secured \$1.24 billion with over \$1.13 billion in non-Department partner contributions to protect over 1.18 million acres of land at 120 locations across 35 states and territories to preserve key operational assets, infrastructure, and capabilities.





# LAND AND RECREATION GRANTS SECTION

## READINESS AND ENVIRONMENTAL PROTECTION INTEGRATION

### Authorities

The REPI Program supports partnerships per 10 U.S.C. §2684a, which authorizes agreements between the Military Services, private conservation groups, and state and local governments to acquire real property interests –as well as per authorities of the Sikes Act (16 U.S.C. §670 c-1) and IGSA (10 U.S.C. §2679)

### REPI Projects

Office of Secretary Defense (OSD) manages REPI encroachment management partnerships as an internal-DOD Program, issuing guidance and providing funding to the Services for REPI projects

Services implement projects, including projects that are funded only with Service O&M funds (not REPI Program funds)

### Source of Funding

National Defense Authorization Act (NDAA) line item to fund implementation of the partnerships authorized by 10 U.S.C. §2684a, as well as projects and activities executed under Sikes Act (16 U.S.C. §670 c-1) and IGSA (10 U.S.C. §2679) Authorities



# LAND AND RECREATION GRANTS SECTION

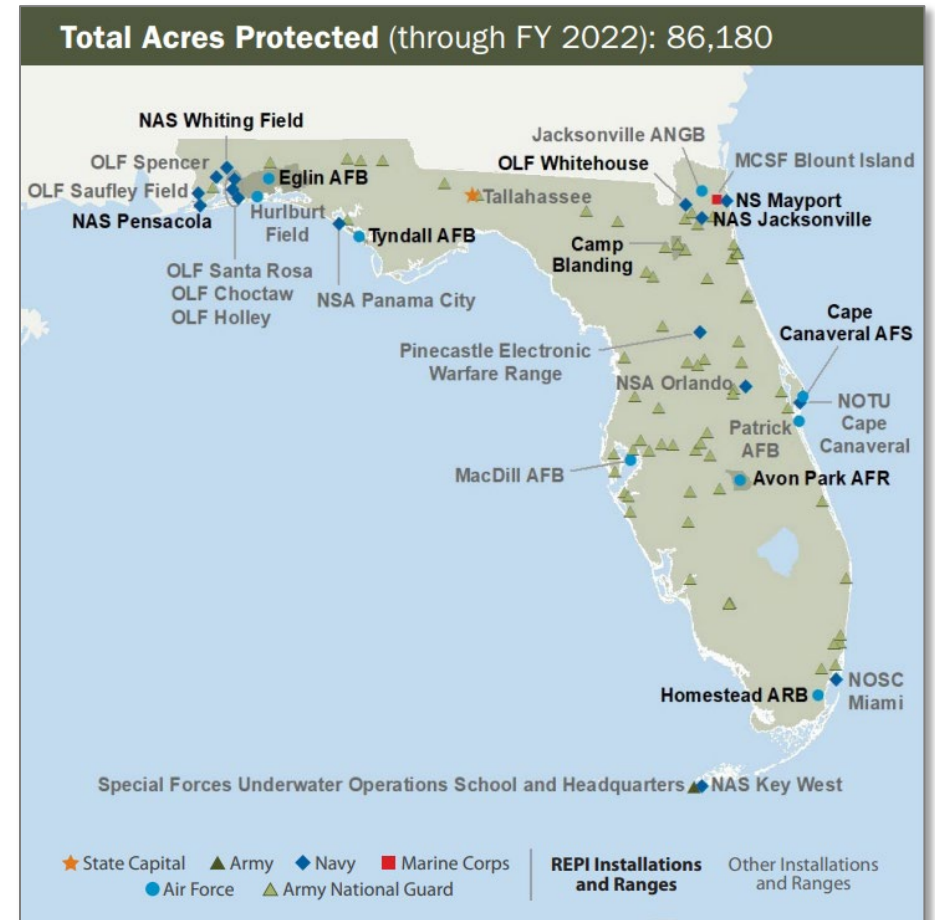
## READINESS AND ENVIRONMENTAL PROTECTION INTEGRATION

### Readiness and Environmental Protection Integration

Florida is home to **20 major military installations, 3 of 10 unified combatant commands, and the military's only east coast space launch facility.** In addition, it hosts **2 of only 4 Navy deep water ports** in the country with adjacent airfields, **1 of only 3 Navy Fleet Readiness Centers,** and the Marine Corps' **only maritime prepositioning force facility.**

Through FY 2022, DOD and its partners have spent nearly \$228 million on REPI projects at 11 installations in Florida.

For all REPI Project Profiles visit:  
<http://www.repi.mil/BufferProjects/ProjectList.aspx>.





**READINESS AND  
RECREATION INITIATIVE  
GRANT PROGRAM  
(LWCF + REPI)**





# LAND AND RECREATION GRANTS SECTION

## READINESS AND RECREATION INITIATIVE GRANT PROGRAM

### Readiness and Recreation Initiative Grant Program

The Department of Defense and the Department of the Interior have joined forces to preserve land around military installations and improve access to outdoor recreation for millions of Americans and defense communities.

Through the new Land and Water Conservation Fund (LWCF) State Assistance + Readiness and Environmental Protection Integration (REPI) Partnership Challenge Program, known as the **Readiness and Recreation Initiative Grant Program**, DOI's National Park Service will provide \$40 million in funding from unobligated LWCF Program balances to safeguard natural areas, protect water resources, preserve cultural heritage sites, and provide recreation opportunities for the public. The REPI Program will provide a matching \$40 million in funds to support projects within an existing REPI agreement area.

Authorized by Congress, the program provides for the acquisition or acquisition and development of compatible recreation facilities on public lands within a REPI Partnership Agreement area.



# LWCF + REPI FY2023-2024 APPLICATION CYCLE



# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION CYCLE

### Readiness and Recreation Initiative Grant Program

#### FY2023-2024 LWCF + REPI Grant Application Cycle

Applicants must submit one (1 original) of the completed application and all supporting documents during the announced submission. **Use a soft covered binder, not a HARD 3-ring binder.** All supporting documents or attachments must be clearly tabbed according to the application instruction checklist provided for both the State and Federal portions of the grant application.

**The Readiness and Recreation Initiative Grant Program Application Cycle does not provide for a deficiency period.**

Each eligible application shall be evaluated on the basis of the information provided in accordance with the original application, LWCF program rule and the National Park Service's [Notice of Funding Opportunity \(NOFO\) P23AS00318](#). Applications submitted without all required State and Federal documentation will be marked as incomplete and will not be eligible to compete for funding.

#### Application Cycle

June 1, 2023  
through  
June 15, 2023

#### Grant Award Thresholds

Minimum Request:  
\$250,000  
Maximum Request:  
\$5,000,000

#### Submission Deadline

Applications must be received in office no later than close of business, 5:00 PM, on June 15, 2023

#### Application and Supporting Documentation

Submit one original copy via postal mail in a soft-cover binder



# LWCF + REPI FY2023-2024 APPLICATION CYCLE

Eligibility Requirements





# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION CYCLE: ELIGIBILITY

### Eligible Applicants

Eligible applicants include state agencies and local units of government (e.g., state political subdivisions such as cities, counties, and special purpose districts such as park districts).

Applicants must demonstrate that they are party to an active REPI Partnership Agreement or partnered with a nonprofit organization included in the [REPI Program Partners](#) that is party to an active REPI Partnership Agreement.

Project sponsors are limited to **one (1) application** per eligible applicant for the FY2023-2024 LWCF + REPI Application Cycle.





# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION CYCLE: ELIGIBILITY

### Eligible Projects

Land acquisition only or acquisition with compatible recreation development (aka, “combination”) projects that meet a priority outdoor recreation need or goal as identified in the Florida’s SCORP as well as that of the project sponsor, and that will provide compatible land use within the REPI Program Area.

Projects must create or expand public outdoor recreational opportunities for the general public, including for nearby residents and military families associated with the military installation within the REPI Program Area. They should promote compatible land uses for military installations within REPI Program Areas, particularly land uses related to compatible recreation development, advancing conservation or climate resilience (only if offering compatible public access), and related uses. Proposed projects must advance the goals of an active REPI Partnership.





# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION CYCLE: ELIGIBILITY

### Eligible Project Site(s)

Successful proposals will be located within an active REPI Program Area or in an area where there is active interest in establishing a new REPI Program Area (areas within the vicinity of, or ecologically related to, a military installation or military airspace).

The REPI Program Interactive Map is available at <https://repi.osd.mil/map/>.

Eligible project sites must promote compatible land uses for military installations within REPI Program Areas, particularly land uses related to compatible recreation development, advancing conservation or climate resilience (only if offering compatible public access), and related uses.

The screenshot shows the website for the Readiness and Environmental Protection Integration (REPI) program. At the top left is the Department of Defense logo, and at the top right is a search bar labeled "Search REPI". Below the header is a navigation menu with links for HOME, ABOUT REPI, RESOURCES, BUFFER PROJECTS, RESILIENCE, LANDSCAPE PARTNERSHIPS, NEWS, and CONTACT US. The main content area is titled "REPI Program Interactive Map" and includes a brief description of the tool's purpose and a list of user capabilities. The list includes: viewing military installations with REPI projects, accessing REPI-specific funding and acreage information, linking to REPI project fact sheets, navigating to state policy options, researching and customizing REPI data, and zooming in to view boundaries. Below the text is a map of the United States with various colored dots representing REPI installations and projects across the country. Major cities and geographical features are labeled on the map.



# LWCF + REPI FY2023-2024 APPLICATION CYCLE

Application



# LAND AND RECREATION GRANTS SECTION FY2023-2024 LWCF + REPI GRANT APPLICATION

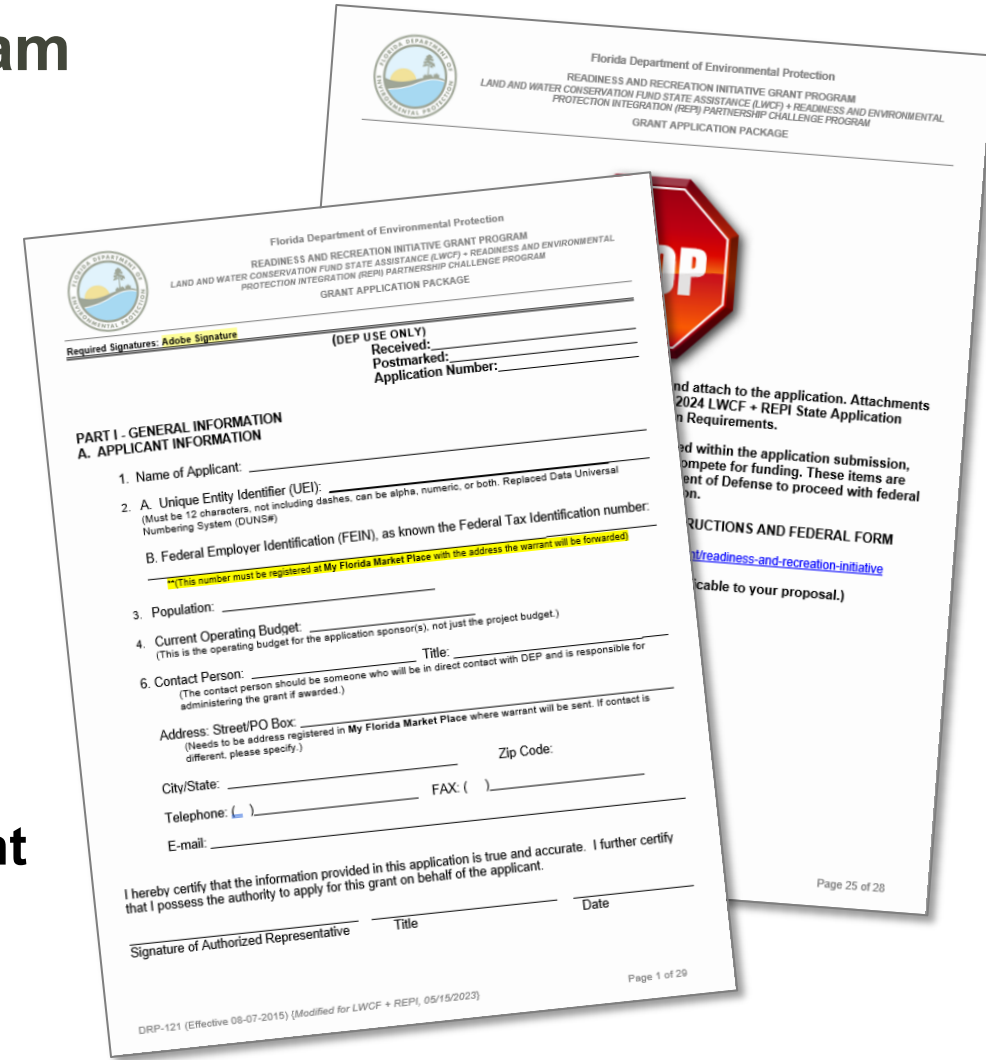
## Readiness and Recreation Initiative Grant Program

### FY2023-2024 LWCF + REPI Grant Application

The State of Florida’s Land and Water Conservation Fund (LWCF) grant application, DRP-121, became effective on August 7, 2023. For the purpose of the Readiness and Recreation Initiative Grant Program, this form has been modified to meet LWCF + REPI funding specific criteria.

The application is twenty-eight (28) pages, of which the initial nineteen (19) are fillable.

**The FY2023-2024 Readiness and Recreation Initiative Grant Program Application Cycle does not provide for a deficiency period.** Incomplete applications submitted with missing information will not be eligible to compete for funding.





# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION


### Part I – General Information

#### A. Applicant Information, page 1

The initial page of the application requests information on the project sponsor, including:

- Applicant Name: *The applicant's name must match that registered in [MyFloridaMarketPlace](#) (MFMP).*
- Unique Entity Identifier (UEI)
- Federal Employer Identification Number (FEIN)
- Population: *The population must be gathered from the [2020 Census](#).*
- Contact Person: *The contact information provided must be for a staff member of the project sponsor and cannot be listed as a consultant of nonprofit organization member.*

To finalize this page, have an authorized representative sign at the bottom with their title and signature date.



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 GRANT APPLICATION PACKAGE

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Required Signatures: **Adobe Signature**

(DEP USE ONLY)  
 Received: \_\_\_\_\_  
 Postmarked: \_\_\_\_\_  
 Application Number: \_\_\_\_\_

**PART I - GENERAL INFORMATION**  
**A. APPLICANT INFORMATION**

1. Name of Applicant: \_\_\_\_\_
2. A. Unique Entity Identifier (UEI): \_\_\_\_\_  
(Must be 12 characters, not including dashes, can be alpha, numeric, or both. Replaced Data Universal Numbering System (DUNS#))  
 B. Federal Employer Identification (FEIN), as known the Federal Tax Identification number:  
\*(This number must be registered at My Florida Market Place with the address the warrant will be forwarded)
3. Population: \_\_\_\_\_
4. Current Operating Budget: \_\_\_\_\_  
(This is the operating budget for the application sponsor(s), not just the project budget.)
5. Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_  
(The contact person should be someone who will be in direct contact with DEP and is responsible for administering the grant if awarded.)  
 Address: Street/PO Box: \_\_\_\_\_  
(Needs to be address registered in My Florida Market Place where warrant will be sent. If contact is different, please specify.)  
 City/State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Telephone: ( ) \_\_\_\_\_ FAX: ( ) \_\_\_\_\_  
 E-mail: \_\_\_\_\_

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.

Signature of Authorized Representative \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

DRP-121 (Effective 08-07-2015) (Modified for LWCF + REPI, 05/15/2023) Page 1 of 28



# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION


### Part I – General Information

### B. Project Information, page 2

The second page of the application includes project specific information, such as the name, acreage, location, and project type (acquisition or acquisition and development combination).

In addition, you should provide all information for any grant funds that have been used within the project boundary to develop existing facilities. An example of this may include an existing trail developed with funding assistance from the Recreational Trails Program.

The bottom portion of this page describes several of the attachments that must be tabbed and included in your submission.


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**B. PROJECT INFORMATION**

1. Name of Project: \_\_\_\_\_  
 a. List all previous projects name(s), phase(s) and grant number(s) funded at this specific project site location and reference funding source(s) (LWCF, FRDAP, RTP and FCT grant programs).

1) \_\_\_\_\_  
 2) \_\_\_\_\_  
 3) \_\_\_\_\_  
 4) \_\_\_\_\_

2. Acreage of Project: \_\_\_\_\_

3. Project Type (Check One): Acquisition or acquisition and development combination.  
 Acquisition: \_\_\_\_\_  
 Acquisition and Development: \_\_\_\_\_

4. Project Location: Street Address: \_\_\_\_\_  
 City \_\_\_\_\_ County \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 (If the project is not located in a city, list the city nearest to the project site.) (zip code + 4)

5. GIS Coordinates: Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_

a) Submit a boundary map of the project area providing a description and sketch of the project area boundaries, display known easements and be legally sufficient to identify the project area. Also, depict where and how the public will access the site, parking, etc. Plat maps may be accepted if the above criteria are identified. Use either an 8 ½ x 11 or 11x17 map. **Aerial photographs are accepted as boundary maps, as long as the boundaries are identified.**  
(Tab as Exhibit "I")

b) Submit color, on-site photographs for your application, sufficient to depict the physical characteristics of the project area.  
(Tab as Exhibit "J")

c) Location map and directions: Submit a detailed road map precisely locating the project site along with clear written driving instructions from the nearest federal or state highway.  
**NOTE:** Please confirm that street names listed are the same as those posted on street signs in the area.  
(Tab as Exhibit "K")



# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION


### Part I – General Information

#### B. Project Information (cont'd), page 3

Page three (3) of the application is a continuation of the project specific information. This section requires information regarding your project’s Legislative Districts. If you are unsure of your district(s), use the links below:

- Legislative District: [Find Your Legislators](#)
- Congressional District: [Find Your Representative](#)

Additionally, this section continues with several of the attachments that must be tabbed and included in your submission. We will further review the required attachments later in our presentation.



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6. Legislative Districts in which the Project Site is located: These should be the districts in which the proposed project site is located. If you are not sure of the districts, contact your local office of the Supervisor of Elections.

State Senator \_\_\_\_\_ Senate District Number \_\_\_\_\_  
 State Representative \_\_\_\_\_ House District Number \_\_\_\_\_

7. Congressional District in which the project is located:  
 U.S. Congressman \_\_\_\_\_ Congressional District Number \_\_\_\_\_

8. Describe the physical characteristics of the project.

1) For Acquisition Projects:

(a) If 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, submit an estimated value of the property being acquired. (Ex. Tax assessed value)  
 (Tab as Exhibit "M")

2) For Acquisition and Development Projects (in addition to the information above):

(a) Provide a detailed Project Narrative of the proposed project’s scope of work and related information 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.  
 (Tab as Exhibit "M")

(b) Please indicate if a natural spring is located on project site: \_\_\_\_\_ Yes \_\_\_\_\_ No

(c) Please indicate if there is public access to the park either through an existing street or easement:  
 \_\_\_\_\_ Yes \_\_\_\_\_ No

Please describe access:

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# LAND AND RECREATION GRANTS SECTION FY2023-2024 LWCF + REPI GRANT APPLICATION

## Part I – General Information

### C. Financial Information, pages 4 & 5

Continuing with the general information segment, pages four (4) and five (5) request information regarding the project proposal's budget. Applicants should provide the land purchase prices and the development costs to determine the total project cost.

The LWCF Act specifically excludes acquisition support costs from eligibility (see 54 U.S.C. 200305(e)(2)(A)) so such costs should not be proposed to be part of the grant share or to meet the match share.

LWCF funds requested cannot exceed \$5,000,000. A matching share meeting the 1:1 minimum requirement must be secured or firmly committed at the time of application. It must be supported by a signed letter from the REPI partner, confirming the type (cash or in-kind) and amount or value of the contribution.

Letter(s) of Support Documenting Secured Contributions of Matching Share must be included as Attachment N15.

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**C. FINANCIAL INFORMATION**  
**ACQUISITION AND ACQUISITION/DEVELOPMENT COMBINATION PROJECTS**

Enter an amount on each line and round to the nearest hundred dollars.

a. Land purchase price (estimated or actual) \$ \_\_\_\_\_

b. Development costs (estimated or actual) \$ \_\_\_\_\_

c. Total Project Costs [Add a. and b.] \$ \_\_\_\_\_  
This figure (Line C) should not total more than \$10,000,000 for the purpose of this application.

Refer to Chapter 62D-5.070(6), F.A.C. for complete information on match requirements and match types. LWCF assistance is provided on a 50% matching basis, with a 1:1 match for REPI requests. Total Project Cost (Line F) must equal the grant request (Line A) plus the total local funds available (Line E). This figure (Line F) should not total more than \$10,000,000 for the purpose of this application.

1. LWCF Funds Requested: Line A \$ \_\_\_\_\_

2. REPI Funds Requested: Line B \$ \_\_\_\_\_  
(Must be supported by REPI Partnership Agreement Letters of Support Documenting Secured Contributions of Matching Share clearly stating the amount and type of contribution.)

3. Local Funds Available:  
a. Cash: Line C \$ \_\_\_\_\_  
b. In-Kind: Line D \$ \_\_\_\_\_  
c. Total Match Funds Available: Line E \$ \_\_\_\_\_  
Sum of Lines A, B, and C

4. Total Cost of Proposed Project: Line F \$ \_\_\_\_\_  
(Should not total more than \$10,000,000)

Project Elements (COMPLETE FOR ALL PROJECTS, Acquisition and Acquisition/Development Combination Projects):  
On page 7 & 8, list the Project Elements for this application. The Project Elements are listed with the related tasks and deliverables. Primary facilities and support facilities should be listed separately. Use as many project elements and tasks needed to complete the project.

**Remember to include each element in your conceptual site plan. Submit a conceptual site plan displaying the areas and facilities to be developed as proposed on page 7 & 8 of this application. The site plan must correlate with the project boundary map and project elements. The site plan must CLEARLY DELINEATE using color codes between facilities/opportunities currently existing, facilities proposed for funding (page 7 & 8) in**

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# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION

### Part I – General Information

### C. Financial Information: Project Tasks, Deliverables, and Required Documentation, pages 6, 7 and 8

The following segment of the application covers the project tasks, deliverables and required documentation for reimbursement.

List all elements for development on the site, as well as the project's acquisition costs. The LWCF Act requires that any park or other outdoor recreation area benefiting from assistance from the LWCF through the LWCF + REPI funding opportunity, whether for acquisition or acquisition and development purposes, provide a plan for site development.

Remember to include each element identified in this segment on your conceptual site plan. Submit a conceptual site plan displaying the site boundary and facilities existing or to be developed. The site plan must correlate with the project boundary map and project 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 as listed on page 18 of this application. Also identify different LWCF phases on the site plan and any other grant funds that have been applied on site.

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**INSTRUCTIONS FOR COMPLETING PROJECT WORK PLAN:**

**DELIVERABLES/ELEMENTS/WORK TO BE COMPLETED:** Identify ALL elements that will be completed under this Agreement.

**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 and number of hours to complete the deliverable; **Fringe benefits:** identify the percentage used to calculate the fringe benefits; **Contractual Services:** identify what service will be paid for under the contract for services; **Equipment:** the is not allowed under this Agreement, the rental of equipment is not allowed under this Agreement, the rental of equipment with equipment; **Supplies and Materials:** identify what costs: identify what other costs are being requested to not fit into the other established cost categories (salaries, contract, etc.).

Project Name: \_\_\_\_\_  
 Grantee Name: \_\_\_\_\_

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.

Task #1: Development of _____ (List each Primary facilities)	Amount of Costs to be Paid with Grant Funds	Amount of Costs to be Paid with Grantee Match	Deliverables and Documentation to Be Submitted Upon Completion and Before Reimbursement Can Be Approved
	Provide Budget Detail	Provide Budget Detail	Project Completion Certification Final as-built site plan Florida Recreation and Parks Inventory Form Color Photographs of Project Notice of Limitation of Use Boundary Survey

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**ACQUISITION PROJECT COST**

(List each Support facilities) *All work will be completed in accordance with the approved plans.			
Land purchase price (estimated or actual)			
Total Project Costs			
TOTAL \$:	\$	\$	

Performance Standard: Approval of deliverables is based upon review for compliance with the requirements for funding under the Land and Water Conservation Fund Program (LWCF); approved plans and application approved for funding.

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# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION

### Part II – Evaluation Criteria

#### A. General Criteria, 1. Capital Improvement Plan, page 9

The next section of the application, Part II – Evaluation Criteria, begins on page 9.


Documentation must be submitted to demonstrate that the proposed project has been identified, in whole or in part, within the sponsor’s Capital Improvement Plan (CIP). For this segment, an attachment a copy of the discussed materials must be included as “Attachment A”. *Responses must pertain to the **development** portion of the project.*

If the project has been identified in the CIP, sponsors must 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.
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.

If the project identified as part of the plan through an adopted resolution committing the applicant to amend their CIP, sponsors must provide:

1. 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.



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**PART II – EVALUATION CRITERIA**

**A. GENERAL CRITERIA**

**1. CAPITAL IMPROVEMENT PLAN (CIP FOR ACQUISITION)**

A. Is the proposed project identified, in whole or in part, in the applicant’s Capital Improvement Plan (CIP) 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.**

(Tab as Exhibit “A”) (20 points)

Yes                      No

-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:**  
 1) 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.**

(Tab as Exhibit “A”) (10 points)

\_\_\_\_\_ Yes                      \_\_\_\_\_ No

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# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION

### Part II – Evaluation Criteria

#### A. General Criteria, 2. State Comprehensive Outdoor Recreation Plan – pages 10 & 11

Part II – Evaluation Criteria, continues page 10, beginning with the State Comprehensive Outdoor Recreation Plan (SCORP).

**Section 2A:** Applicants must explain how the proposed project would address one or more of the issues, recommendations or goals identified in the State Comprehensive Outdoor Recreation Plan. Use the [OUTDOOR RECREATION IN FLORIDA – Current SCORP \(Chapter 5\)](#). Provide quotations or other appropriate references with explanations to justify the correlation.

**Section 2B:** Project applicants must locate their region and circle each priority resource/facility need as proposed in the project. These elements must match those listed within the budget information on pages 7 & 8 of this application.

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—VIII Picnicking \* RV / Trailer Camping \* Baseball or Softball \* Football \* Outdoor Swimming Pool Use \* Saltwater Beach Activities \* Golf \* Outdoor Basketball \* Outdoor Tennis \* Soccer or Rugby

—IX Picnicking \* RV / Trailer Camping \* Saltwater Beach Activities \* Outdoor Swimming \* Pool Use \* Nature Study \* Baseball or Softball \* Historical Sites

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**2. STATE COMPREHENSIVE OUTDOOR RECREATION PLAN**

A. Explain how the proposed project would address one or more of the issues, recommendations or goals identified in the State Comprehensive Outdoor Recreation Plan. Use the **STATE COMPREHENSIVE OUTDOOR RECREATION PLAN – Current SCORP (Chapter 5)**. 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.

(Tab as Exhibit "B") (4 points)

B. **RELATIVE NEED INDEX BY REGION**  
 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 which is included in the applicant's planning region:

(7 points)

—I Saltwater Beach Activities \* Baseball or Softball \* Picnicking \* Football \* Outdoor Swimming Pool Use \* Saltwater Non-Boat Fishing \* Golf \* RV / Trailer Camping \* Freshwater Boat Ramp Use \* Soccer or Rugby

—II Saltwater Beach Activities \* Nature Study \* Historical or Archeological Sites \* Baseball or Softball \* Picnicking \* Freshwater Boat Ramp Use \* Football \* Hunting \* Horseback Riding \* Outdoor Swimming Pool Use

—III Football \* Picnicking \* Nature Study \* Soccer or Rugby \* Baseball or Softball \* Horseback Riding \* Outdoor Basketball \* RV / Trailer Camping \* Freshwater Boat Ramp Use \* Bicycle Riding – Unpaved Trails

—IV Historical or Archeological Sites \* Baseball or Softball \* Football \* Saltwater Beach Activities \* Picnicking \* Outdoor Swimming Pool Use \* Outdoor Basketball \* Nature Study \* Golf \* Soccer or Rugby

—V Picnicking \* Football \* RV / Trailer Camping \* Nature Study \* Baseball or Softball \* Bicycle Riding - Unpaved Trails \* Outdoor Basketball \* Soccer or Rugby \* Horseback Riding \* Outdoor Swimming Pool Use

—VI Picnicking \* RV / Trailer Camping \* Football \* Baseball or Softball \* Outdoor Swimming Pool Use \* Nature Study \* Historical or Archeological Sites \* Outdoor Basketball \* Saltwater Beach Activities \* Soccer or Rugby

—VII RV / Trailer Camping \* Picnicking \* Baseball or Softball \* Outdoor Swimming \* Pool Use \* Nature Study \* Freshwater Boat Ramp Use \* Football \* Golf \* Horseback Riding \* Outdoor Basketball

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# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION

### Part II – Evaluation Criteria

#### A. General Criteria, 3. Public Participation, page 12

Page 21 of the application requests information regarding public participation for the proposed project. 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*. 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.

**3A. Sole-purpose Meeting:** Demonstrate that a pre-advertised public meeting was held solely for the purpose of discussing the proposed project.

- Attach a copy of the ad and proof of publication for the advertisement. Advertisement needs to state where and when advertised.

**3B. Regularly Scheduled Meeting:** Demonstrate that the project was discussed at a regularly scheduled meeting of the applicant’s advisory board responsible for park, recreation and leisure service activities. City or County Commissions are not considered advisory boards. 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.

- Provide a copy of the minutes of the advisory board meeting(s) where this project was discussed.

**3C. Public Input:** Demonstrate that public input on the proposed project was obtained through presentations to community organizations, neighborhood associations and/or a written opinion survey.

- Provide documentation (dated minutes from the meeting where the project was discussed, or a 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 was surveyed, AND a summary of the results.



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#### 3. PUBLIC PARTICIPATION

Indicate which of the following apply (Check 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 the ad and proof of publication for the advertisement. Advertisement needs to state where and when advertised. If not advertised in a newspaper, a written explanation as to how, when and where advertised, along with a copy of notice/advertisement.

(Tab 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 and 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.**

(Tab 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 (dated minutes from the meeting where the project was discussed, or a 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 a summary of the results. Letters of support are not acceptable to receive points.

(Tab as Exhibit “C-3”) (4 points)

#### 4. LINEAR PARK

The proposed project is for linear park purposes. A linear park is defined as an active or passive outdoor recreation area of linear design that provides or connects recreation, park land, or open-space areas.

- Yes  No (13 points)



# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION

### Part II – Evaluation Criteria

#### A. General Criteria, 4. Linear Park, page 12

Continuing on page 12, the Linear Park portion of the application requests information regarding the proposed project’s purpose and design.

A linear park is defined in the [LWCF Administrative Rule, 62D-5, F.A.C.](#), as an active or passive outdoor recreation area of linear design that provides or connects recreation, park land, or open-space areas.

If this applies to your project, and the proposed site is for linear park purposes, select “yes”. This selection should be supported through the project’s conceptual site plan.



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#### 3. PUBLIC PARTICIPATION

Indicate which of the following apply (Check 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 the ad and proof of publication for the advertisement. Advertisement needs to state where and when advertised. If not advertised in a newspaper, a written explanation as to how, when and where advertised, along with a copy of notice/advertisement.

(Tab 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 and 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.

(Tab 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 (dated minutes from the meeting where the project was discussed, or a 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 a summary of the results. Letters of support are not acceptable to receive points.

(Tab as Exhibit “C-3”) (4 points)

#### 4. LINEAR PARK

The proposed project is for linear park purposes. A linear park is defined as an active or passive outdoor recreation area of linear design that provides or connects recreation, park land, or open-space areas.

\_\_\_\_\_ Yes \_\_\_\_\_ No

(13 points)



# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION

### Part II – Evaluation Criteria

#### A. General Criteria, 5. Preservation Purposed, page 13


This section addresses preservation of historic, archaeological and/or cultural sites. If the proposed project is also for preservation purposes (historical, archaeological, cultural etc.), applications should select “yes” response under this prompt. A letter from the State Historic Preservation Office (SHPO) should be included supporting this selection.

#### A. General Criteria, 5. Operation and Maintenance, page 13

Applicants should review their capability to develop, operate and maintain the proposed project site. Sponsors should provide a brief description of how development, programming and maintenance will be provided AND an agency organizational chart.

#### B. Development Criteria, 1. New Development, page 13

List the existing facilities and improvements on the project site. Include improvements such as baseball fields, basketball courts, trails, boat ramps, etc. If the site is currently undeveloped, state “none”.

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**5. PRESERVATION PURPOSES**

The proposed project is also for preservation purposes (e.g. historical, archaeological, cultural etc.). This question addresses preservation of historic, archaeological and/or cultural sites. Contact the Department of State at (850) 245-6333 if this applies to the proposed project. A letter from the Department of State is required to verify a “yes” response to this question.

(Tab as Exhibit “D”) (7 points)

\_\_\_\_\_ Yes    \_\_\_\_\_ No

**6. OPERATION AND MAINTENANCE**

Capability to develop, operate and maintain the project site. Provide a brief description of how development, programming and maintenance will be provided AND an agency organizational chart (Must provide both to receive points):

(Check ONLY one)

\_\_\_\_\_ The applicant has a full-time recreation or park department staffed to provide facility development, programming and maintenance.  
 (Tab as Exhibit “E”) (8 points)

\_\_\_\_\_ The applicant has demonstrated the existence of a full-time ability to provide facility development, programming and maintenance.  
 (Tab as Exhibit “E”) (4 points)

**B. DEVELOPMENT CRITERIA (COMPLETE FOR ALL PROJECT APPLICATIONS)**

**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).

(5 points, if undeveloped)

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# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION

### Part II – Evaluation Criteria

#### B. Development Criteria, page 14


The remaining portion of the Development Criteria section focuses on facilities and access to be provided through the project. All questions should receive *only one selection*. Each selection for the prompts below must mirror the information provided in the scope of work, budget information and conceptual site plan.

**B2. New Facilities or Opportunities:** The project provides for new or additional development of recreational facilities and opportunities.

**B3. Renovation of Existing Facilities:** The project provides renovation of existing recreational facilities.

**B4. Support Facilities:** The project provides new or renovated support facilities (i.e., parking, restrooms, utilities).

**B5. Access to Water Resources:** The project provides developed pedestrian access to or along water resources (i.e., trails, boardwalks, dune walkovers, etc.).


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**2. NEW FACILITIES OR OPPORTUNITIES (Check only one)**

The project provides for new or additional development of recreational facilities and opportunities:

3 or more facilities or opportunities (15 points)  
 2 facilities or opportunities (10 points)  
 1 facility or opportunity (5 points)

**3. RENOVATION OF EXISTING FACILITIES (Check only one)**

The project provides renovation of existing recreational facilities for:

3 or more facilities (13 points)  
 2 facilities (9 points)  
 1 facility (4 points)

**4. SUPPORT FACILITIES**

The project provides new or renovated support facilities (i.e. parking, restrooms, utilities). (15 points)

Yes       No

**5. ACCESS TO WATER RESOURCES**

The project provides developed pedestrian access to or along water resources (i.e. trails, boardwalks, dune walkovers, etc.) (7 points)

Yes       No

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# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION


### Part II – Evaluation Criteria

#### B. Development Criteria, page 15

The final segment of the Development Criteria section continues on page 15. Similar to previous prompts, *all selections must mirror the information provided in the scope of work, budget information and conceptual site plan.*

**B6. Use of Water Resources:** The project provides facilities for recreational use of water resources (boat ramps, swimming docks, fishing piers, etc.).

**B7A. Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs:** List the facilities provided by the project which are identified in the priority ranked index clusters of outdoor facilities needs for renovation and/or new construction identified within the applicant’s population density as set forth in the Department’s study (See attached pages 20-24 for Priority Ranked Index Clusters).


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6. **USE OF WATER RESOURCES**

The project provides facilities for recreational use of water resources (boat ramps, swimming docks, fishing piers, etc.).

(12 points)

\_\_\_ Yes \_\_\_ No

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

A. List the facilities provided by the project which are identified in the priority ranked index clusters of outdoor facilities needs for renovation and/or new construction identified within the applicant’s population density as set forth in the Department’s study. The study entitled “Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs in the State of Florida” has an effective date of December 1995. (See attached pages 21-25 for Priority Ranked Index Clusters.)

(12 points)

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# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION


### Part II – Evaluation Criteria

### B. Development Criteria, page 16

### B7B. Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs

Reviewing the “Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs in the State of Florida” study, similar to the previous question, B7B, determine if the proposed project, in whole or in part, addresses the highest priority of infrastructure funding needs for the applicant’s population density.

This prompt should receive only one selection. An applicant’s selection must mirror the information provided in the scope of work, budget information and conceptual site plan.


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B. The proposed project, in whole or in part, addresses the highest priority of infrastructure funding needs for the applicant’s population density as set forth in the study titled “Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs in the State of Florida” has an effective date of December 1995. Use the table below to determine in which priority funding need ranking the project falls. (Check **ONLY** one):

Highest Priority Funding Need (13 points)  
 Second Highest Priority Funding Need (8 points)

<i>Population Density 1 - Population Under 10,000</i>	
Rank	Funding
1	Construction
2	Renovation
<i>Population Density 2 - Population 10,000 to 24,999</i>	
Rank	Funding
1	Renovation
2	Construction
<i>Population Density 3 - Population 25,000 to 49,999</i>	
Rank	Funding
1	Construction
2	Renovation
<i>Population Density 4 - Population 50,000 to 99,999</i>	
Rank	Funding
1	Construction
2	Renovation
<i>Population Density 5 - Population 100,000 and Over</i>	
Rank	Funding
1	Renovation
2	Construction

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

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# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION

### Part II – Evaluation Criteria

#### C. Acquisition Criteria, page 17


The next portion of the application requests information regarding acquisition criteria. All applicants must complete this segment.

**C1. Florida Natural Areas Inventory:** Applicants selecting “yes” must provide a letter from the Florida Natural Areas Inventory and an official Standard Data Report supporting their selection.

**C2. Water Frontage:** If the project provides frontage on wetlands or water bodies such as rivers, lakes or oceans, select “yes”. This selection must be supported by the conceptual site plan.

- For all projects providing water frontage, submit a [Federal Emergency Management Agency \(FEMA\) Flood Map or Flood Insurance Rate Map \(FIRM\)](#).
- If project frontage includes wetlands, provide a project site map using the [Wetlands Mapper](#) from the National Wetlands Inventory.
- Submit a map from the [Nationwide Rivers Inventory \(NRI\) interactive map](#) if the project affronts a cataloged river.

**C3. Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs:** List the facilities provided by the project which are identified in the priority ranked index clusters of outdoor facilities needs for renovation and/or new construction identified within the applicant’s population density as set forth in the Department’s study (See attached pages 20-24 for Priority Ranked Index Clusters).



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**C. ACQUISITION CRITERIA (COMPLETE FOR ALL PROJECTS)**

**1. FLORIDA NATURAL AREAS INVENTORY**

The project provides protection of any resources in the Florida Natural Areas Inventory. List the protected resources below and provide a letter from the Florida Natural Areas Inventory (FNAI). (850) 224-8207

\_\_\_ Yes \_\_\_ No

If yes, attach a letter from the Florida Natural Areas Inventory (FNAI) and supporting documentation, including an official Standard Data Report. (Tab as Exhibit “F”) (13 points)

**2. WATER FRONTAGE**

The project provides frontage on wetlands or water bodies such as rivers, lakes or oceans.

\_\_\_ Yes \_\_\_ No

For all projects providing water frontage, submit a [Federal Emergency Management Agency \(FEMA\) Flood Map or Flood Insurance Rate Map \(FIRM\)](#). If project frontage includes wetlands, provide a project site map using the [Wetlands Mapper](#) from the [National Wetlands Inventory](#). Submit a map from the [Nationwide Rivers Inventory \(NRI\)](#) interactive map if the project affronts a [cataloged river](#). (Tab as Exhibit “R”) (6 points)

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

List all the facilities which 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 19-23).

(15 points)

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# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION


### Part II – Evaluation Criteria

### C. Acquisition Criteria, 4. Needed Recreational Acreage, page 18

Continuing with the acquisition criteria segment, page 18 reviews the needed recreational acreage.

**C4A. Additional Park 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 needed amount of acreage as listed in the local comprehensive plan and the total acreage the local government already has under its control. When providing a response to this prompt, applicants should provide excerpts from the local comprehensive plan with project relevant information highlighted. Responses should include data on current park acreage, standards and identified needs.

**C4B. Distribution of Park Acreage:** Describe how the project provides for needed distribution of park acreage pursuant to the applicant’s adopted local comprehensive plan.



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**4. NEEDED RECREATIONAL ACREAGE:** (Provide excerpts from your local comprehensive plan. Include data on current park acreage, standards and identified needs.)

A. Describe how the project provides for identified need(s) for additional park acreage pursuant to the applicant’s adopted local comprehensive plan. Provide the needed amount of acreage as listed in the local comprehensive plan and the total acreage the local government already has under its control.

Needed acres/Person and	Total Acreage Under Local Control
Provide a copy of the applicant’s local comprehensive plan as supporting back-up documentation and <b>highlight</b> the information that pertains to this section.	
(Tab as Exhibit “G”) (15 points)	

B. Describe how the project provides for needed distribution of park acreage pursuant to the applicant’s adopted local comprehensive plan.

(8 points)

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# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION

### Part II – Evaluation Criteria

### C. Acquisition Criteria, 5. Capital Improvement Plan, page 19


The final segment of the fillable LWCF + REPI application requests additional information on the local Capital Improvement Plan (CIP). Documentation must be submitted to demonstrate that the proposed project has been identified, in whole or in part, within the sponsor’s CIP. For this segment, an attachment a copy of the discussed materials must be included as “Attachment A”. *Responses must pertain to the acquisition portion of the project.*

If the project has been identified in the CIP, sponsors must 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.
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.

If the project identified as part of the plan through an adopted resolution committing the applicant to amend their CIP, sponsors must provide:

1. 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.

  
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**5. CAPITAL IMPROVEMENT PLAN – (CIP FOR DEVELOPMENT)**

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?  
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) **Highlight project name, amount and year.**

(Tab as Exhibit “A”) (6 points)

Yes       No

-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.

(Tab as Exhibit “A”) (3 points)

Yes       No

DRP-121 (Effective 08-07-2015) {Modified for LWCF + REPI, 05/15/2023} Page 19 of 28





# LAND AND RECREATION GRANTS SECTION


## FY2023-2024 LWCF + REPI GRANT APPLICATION

**At page 25, you have reached the end of the fillable portion of the FY2023-2024 LWCF + REPI State Application.**


Next applicants will fill out the federal forms then save, print, and attach them to the application. *Attachments must be tabbed in the order outlined in the 2023-2024 LWCF + REPI State Application Instructions and Federal Form Requirements.*

**If all required forms and attachments are not included within the application submission, the proposal will be deemed ineligible to compete for funding.** These items are required by the National Park Service and the Department of Defense to proceed with federal funding consideration.

The FY2023-2024 LWCF + REPI State Application Instructions and Federal Form Requirements can be located on the Readiness and Recreation Initiative website at: <https://floridadep.gov/lands/land-and-recreation-grants/content/readiness-and-recreation-initiative>.



Florida Department of Environmental Protection  
READINESS AND RECREATION INITIATIVE GRANT PROGRAM  
LAND AND WATER CONSERVATION FUND STATE ASSISTANCE (LWCF) + READINESS AND ENVIRONMENTAL PROTECTION INTEGRATION (REPI) PARTNERSHIP CHALLENGE PROGRAM  
GRANT APPLICATION PACKAGE



**Note:** Please fill out the Federal forms, save, print, and attach to the application. Attachments must be tabbed in the order outlined in the 2023-2024 LWCF + REPI State Application Instructions and Federal Form Requirements.

If all required forms and attachments are not included within the application submission, attached the proposal will be deemed ineligible to compete for funding. These items are required by the National Park Service and the Department of Defense to proceed with federal funding consideration.

2023-2024 LWCF + REPI STATE APPLICATION INSTRUCTIONS AND FEDERAL FORM REQUIREMENTS  
<https://floridadep.gov/lands/land-and-recreation-grants/content/readiness-and-recreation-initiative>  
(Please review and complete all the forms applicable to your proposal.)

DRP-121 (Effective 08-07-2015) (Modified for LWCF + REPI, 05/15/2023) Page 25 of 28



# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION

### Contacts for Additional Information, pages 26-27

The remaining pages of the application provide useful information regarding helpful contacts, guidelines and state standards.



Florida Department of Environmental Protection  
 READINESS AND RECREATION INITIATIVE GRANT PROGRAM  
 LAND AND WATER CONSERVATION FUND STATE ASSISTANCE (LWCF) + READINESS AND ENVIRONMENTAL PROTECTION INTEGRATION (REPI) PARTNERSHIP CHALLENGE PROGRAM  
 GRANT APPLICATION PACKAGE

I. Playground Safety Guidelines: All applicants are encouraged to adhere to the guidelines established by the Florida Department of Environmental Protection and the Florida Product Safety Commission's (CPSC) [CPSC.gov](https://www.cpsc.gov/)

Florida Department of Environmental Protection  
 READINESS AND RECREATION INITIATIVE GRANT PROGRAM  
 LAND AND WATER CONSERVATION FUND STATE ASSISTANCE (LWCF) + READINESS AND ENVIRONMENTAL PROTECTION INTEGRATION (REPI) PARTNERSHIP CHALLENGE PROGRAM  
 GRANT APPLICATION PACKAGE

**CONTACT FOR ADDITIONAL INFORMATION:**

Contact	Phone
A. LWCF Application Information & Help	850/245-2501
B. LWCF Administrative Rule <a href="https://floridadep.gov/Lands/Land-And-Recreation-Grants">https://floridadep.gov/Lands/Land-And-Recreation-Grants</a>	850/245-2501
C. Statewide Comprehensive Outdoor Recreation Plan (SCORP) <a href="https://floridadep.gov/parks/florida-scorp-outdoor-recreation-florida">https://floridadep.gov/parks/florida-scorp-outdoor-recreation-florida</a>	850/245-3051
D. State Lands, Bureau of Appraisal	850/245-2555
d. Recreation Accessibility and Safety Program Manager, Florida Park Service	850/245-3031
e. Office of Greenways & Trails and the Florida Statewide Greenways & Trails Plan	850/245-2052

**Planning Facilities for Public Recreation**

G. Making Facilities Accessible: All facilities funded by LWCF must comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG). Applicants are encouraged to include the costs of access routes to the accessible facilities in the grant application. For design guidelines, go to:

ADA Standard – index  
[https://www.ada.gov/2010ADAstandards\\_index.htm](https://www.ada.gov/2010ADAstandards_index.htm)

About ADA Standards  
<https://www.access-board.gov/ada/>

Guidelines for Recreation Facilities  
<https://www.federalregister.gov/documents/2002/09/03/02-21805/americans-with-disabilities-act-ada-accessibility-guidelines-for-buildings-and-facilities-recreation>

H. Universal Design can further enhance the usefulness to all park users. Please refer to guidance provided in Universal Design in Public Park Settings.  
<https://playgroundprofessionals.com/parks-and-recreation/landscape/universal-design-and-social-equity-our-parks-playgrounds>

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Page 26 of 28





# LAND AND RECREATION GRANTS SECTION FY2023-2024 LWCF + REPI GRANT APPLICATION

## Land and Recreation Grants Section Staff Assignments, page 29

The final page of the application includes a map of all Land and Recreation Grants Section staff assignments.

For the most up-to-date contact information, visit the Land and Recreation Grants Section website at: <https://floridadep.gov/Grants>.

Florida Department of Environmental Protection  
READINESS AND RECREATION INITIATIVE GRANT PROGRAM  
LAND AND WATER CONSERVATION FUND STATE ASSISTANCE (LWCF) + READINESS AND ENVIRONMENTAL PROTECTION INTEGRATION (REPI) PARTNERSHIP CHALLENGE PROGRAM  
GRANT APPLICATION PACKAGE

Division of State Lands  
Land and Recreation Grants Section  
Staff Assignments

**Legend**

- FCT Staff Assignments**
  - William McMahon
  - Vacant
  - Erin Roaza
- FRDAP Staff Assignments**
  - April Moody
  - Reilly Allman
- LWCF Staff Assignments**
  - Ange Bright
- RTP Staff Assignments**
  - Lauren Cruz

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

DRP-121 (Effective 08-07-2015) {Modified for LWCF + REPI, 05/15/2023} Page 28 of 28



# LWCF + REPI FY2023-2024 APPLICATION CYCLE

Supporting Documentation



# LAND AND RECREATION GRANTS SECTION

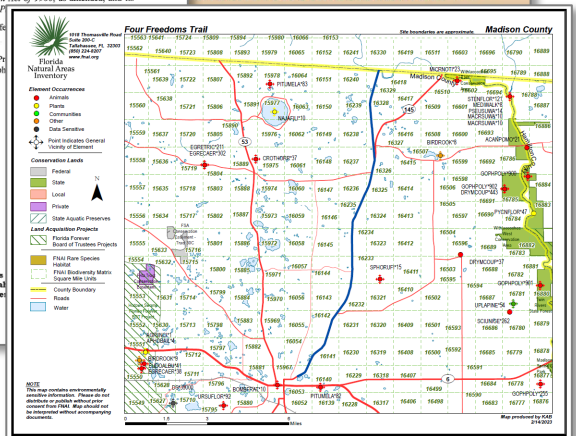
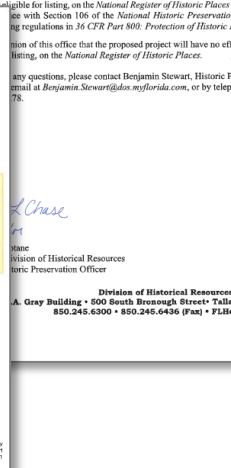
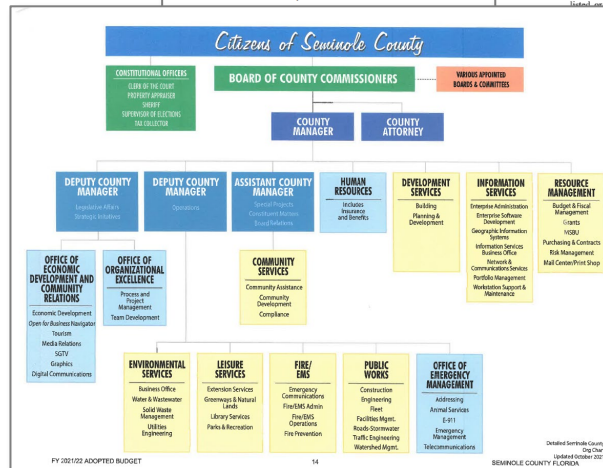
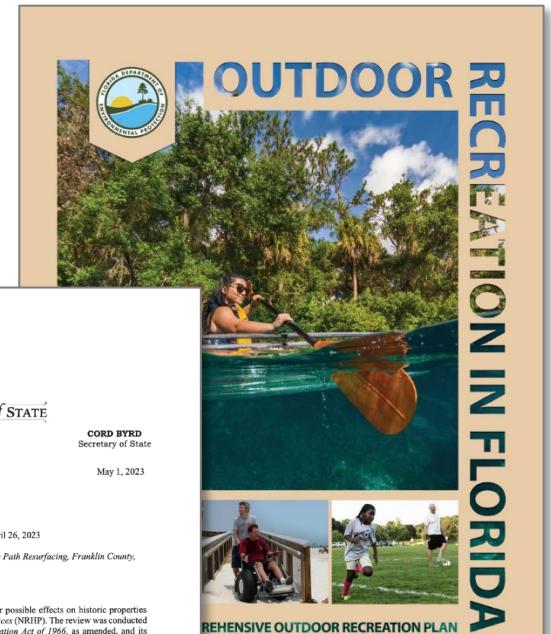
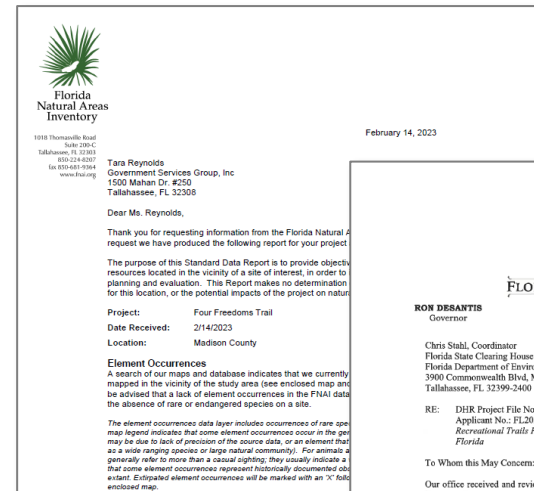
## FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

### FY2023-2024 LWCF + REPI State Application Instructions and Federal Form Requirements

There are forty (40) exhibits outlined in the FY2023-2024 LWCF + REPI Grant Application.

The Readiness and Recreation Initiative Application Cycle does not provide for a deficiency period.

Each eligible application shall be evaluated on the basis of the information provided in accordance with the original application, LWCF program rule and the National Park Service's [Notice of Funding Opportunity \(NOFO\) P23AS00318](#). Applications submitted without all required State and Federal documentation will be marked as incomplete and will not be eligible to compete for funding.





# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

### Exhibit A: Capital Improvement Schedule

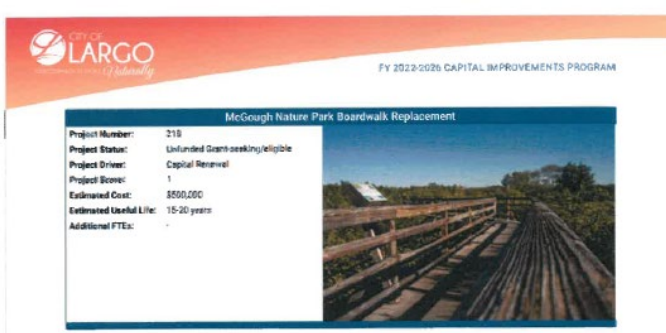
Sponsors for both an acquisition or acquisition and development combination project should submit supporting documentation from their Capital Improvement Schedule (CIP) to demonstrate that the proposed project has been identified, in whole or in part. For this segment, attach a copy of the discussed materials must be included as “Attachment A”.

If the project has been identified in the CIP, sponsors must 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.
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.

If the project identified as part of the plan through an adopted resolution committing the applicant to amend their CIP, sponsors must provide:

1. 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.



**McGough Nature Park Boardwalk Replacement**

Project Number: 218  
 Project Status: Unfunded Grant-seeking/eligible  
 Project Driver: Capital Renewal  
 Project Scope: 1  
 Estimated Cost: \$500,000  
 Estimated Useful Life: 15-20 years  
 Additional FTEs: -

**Strategic Goal:**  
 2.2.1 - Facilitate healthy lifestyles by providing recreation spaces (parks, trails, greenways) and programming

**Project Description:**  
 The project involves the replacement of the boardwalk at McGough Park. The boardwalk is 1,400 square feet in length and will be replaced with a new boardwalk in FY 2023. Funding will be set aside in the FY 2023 Capital Improvement Schedule.

**Strategic Goal Advancement:**  
 The boardwalk system is coming to the end of its useful life and requires maintenance to ensure safety, and maintain the integrity of the structure.

**Revisions from Previous Year:**  
 N/A

**Exhibit A  
CAPITAL IMPROVEMENTS SCHEDULE 2022-2027**

PROJECT	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Funded	Funding Source
SGL Beach Parking Improvements	\$ 350,000					Funded	ARA Funds
SGL Lighthouse Park Improvements	\$ 300,000					Funded	FRAP/TDCP/Private Donations
D.W. Wilson Park Improvements			\$ 800,000			Unfunded	Grant Funding
Memphis Park Improvements			\$ 230,000			Unfunded	Grant Funding
Carabelle Beach Wayside Park - Repair Picnic Shelters	\$ 400,000					Funded	DHR Grant/TDCAs Proceeds
Island View Park Restrooms & Pavilion		\$ 700,000				Unfunded	Grant Funding
SGL Fishing Pier Restrooms		\$ 234,520				Unfunded	Grant Funding
SGL Seawall Replacement			\$ 615,000			Unfunded	Grant Funding
SGL Boat Ramp Improvements	\$ 80,000					Unfunded	Grant Funding
SGL Boat Ramp Improvements Construction				\$ 1,000,000		Unfunded	Grant Funding
Old Ferry Dock Boat Ramp Const.		\$ 1,558,389.00				Unfunded	FBIP & Sport Fish Restoration
<b>Transportation Facilities</b>				\$ 1,500,000		Funded	FDOT SCOP
CR 30A - Sta 270+00 to Hwy 88						Funded	FDOT LAP
CR 370 Alligator Dr. Sidewalk	\$ 371,000					Funded	FDOT LAP
CR 370 Alligator Dr. Sidewalk Ph III	\$ 1,007,140					Funded	FDOT LAP
One: Slides/Avenue A Sidewalk			\$ 46,000		\$ 706,041	Funded	FDOT LAP
SGL Multi-Use Path Improvements			\$ 1,400,000			Unfunded	Grant Funding
CR 378 Mill Road Reconstruction			\$ 1,068,028			Unfunded	FDOT Grant
CR 67 Repaving - Bridge to SFR 166	\$ 1,970,050					Funded	FDOT SCRAP
CR 67 Workack Creek Culverts	\$ 1,328,213					Funded	FDOT SCOP
CR 67 Repaving - SFR 166 to SFR 172		\$ 1,830,284				Funded	FDOT SCRAP
CR 67 Repaving - SFR 172 to Liberty County		\$ 3,140,281				Unfunded	FDOT Grant
Palton Drive Resurfacing	\$ 54,602			\$ 656,225		Funded	FDOT GIGP
History Dip Resurfacing	\$ 44,247	\$ 513,878				Funded	FDOT
CR 370 Alligator Drive Resurfacing					\$ 7,000,000	Unfunded	FDOT
Multi-Phase						Funded	FDOT Aviation
Apalachicola Airport - Stormwater & Drainage	\$ 600,000					Funded	FDOT Aviation



# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

### Exhibit B: Statewide Comprehensive Outdoor Recreation Plan (SCORP)

Applicants must explain how the proposed project would address one or more of the issues, recommendations or goals identified in the State Comprehensive Outdoor Recreation Plan. *Use the [OUTDOOR RECREATION IN FLORIDA – Current SCORP \(Chapter 5\)](#). Provide quotations or other appropriate references with explanations to justify the correlation.*

**State Comprehensive Outdoor Recreation Plan**  
**Exhibit B**

The Madison County Four Freedoms Trail Resurfacing Project will help promote the following goals and objectives outlined in the current 2019 Statewide Comprehensive Outdoor Recreation Plan (SCORP).

**Goal 1-1: Increase the promotion of active and healthy lifestyles.**  
Resurfacing of the Four Freedoms Trail will help promote active and healthy lifestyles outdoors by providing a safer trail to walk, run, and/or cycle. The current trail is bumpy or otherwise disturbed by tree roots. When surveyed, people surveyed said they would like to see the trail resurfaced. Those surveyed stated they would be more likely to use the trail if it was resurfaced.

**Goal 2-2: Improve universal accessibility on all public lands.**  
The Four Freedoms Trail is currently a paved asphalt, making it accessible to people in wheelchairs. Resurfacing of the trail will improve accessibility without the interference of tree roots.

**Goal 3-1: Promote the economic benefits of outdoor recreation.**  
The Four Freedoms Trail Resurfacing Project will promote recreation and ecotourism in Florida. Resurfacing the trail will bring tourism to the local community from downtown Madison, trail users are likely to stay at local hotels, restaurants, and shop locally.

**Goal 4-2: Support natural, historical and cultural resources and enhance outdoor recreation experiences for Florida's residents and visitors.**  
The Four Freedoms Trail is a State of Florida designated trail that runs for 10 miles along an old railroad right-of-way until it ends into the Georgia-Florida border. This trail has the potential to create a new trail in Florida. Madison County is home to the Madison Blue River North Paddling Trail with 5 access points, the 100 Florida Greenways and Trails System priority land trail which runs through downtown Madison. Supporting the Four Freedoms Trail will ensure high quality outdoor recreation experiences.

**OUTDOOR RECREATION IN FLORIDA**  
2019 STATEWIDE COMPREHENSIVE OUTDOOR RECREATION PLAN



# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

### Exhibit C: Public Participation

To receive points for the Public Participation segment of the application, any meetings, presentations, or surveys *must be held in the current year or within the previous 3 years of application*. 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.

**C-1. Sole-purpose Meeting:** Demonstrate that a pre-advertised public meeting was held solely for the purpose of discussing the proposed project.

- Attach a copy of the ad and proof of publication for the advertisement. Advertisement needs to state where and when advertised.

**C-2. Regularly Scheduled Meeting:** Demonstrate that the project was discussed at a regularly scheduled meeting of the applicant’s advisory board responsible for park, recreation and leisure service activities. City or County Commissions are not considered advisory boards. 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.

- Provide a copy of the minutes of the advisory board meeting(s) where this project was discussed.

**C-3. Public Input:** Demonstrate that public input on the proposed project was obtained through presentations to community organizations, neighborhood associations and/or a written opinion survey.

- Provide documentation (dated minutes from the meeting where the project was discussed, or a 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 was surveyed, AND a summary of the results.



**SEMINOLE COUNTY NOTICE OF PUBLIC MEETING TO BE HELD JANUARY 17, 2023 AT 6:00- 7:00 PM.**  
 NOTICE is hereby given that a public meeting will be held on January 17, 2023, as noticed above, or as soon thereafter as possible, at Bomboch-Soldiers Crk Park, 2400 FL-419, Longwood, Flor 32750 for the sole purpose of discuss the park facilities and the LWCF an application for the following project

Seminole County will be work on an improvement project Spr Hammock Preserve located at 2 Osprey Trail, Longwood, Florida 327 Plans underway for this park incl replacing the boardwalk to Lt Jesup and one other key boardw creating a marked trail, improveve to the parking including add more ADA parking, a new kic and signage. The County is seek grants to assist with the developm of the project. The County will applying for a Florida Department Environmental Protection Land & Water Conservation Fund Progr (LWCF) grant.

Interested parties may appear at meeting and be heard with respect the proposed improvement project Spring Hammock Preserve. Perso are advised that, if they decide appeal any decision made at a hearing, they will need a record of proceedings, and, for such purpo they may need to ensure that verbatim record of the procedis is made, which record includes testimony and evidence upon which appeal is to be based.

For additional information regard this notice contact Sheri Vialer (407) 665-170. Persons with disabili need assistance to partici in any of these proceedings sho contact the Human Resources Divis ADA Coordinator 48 hours in advan of the meeting at (407) 665-7940. 1/08/2023 7:55:254

7350254

January 10, 2023

Dear Ms. Rubio,

We would like to thank you for your LWCF Dew Drop Park Project presentation that you provided to our Friends of the Park (FOP) group. As the current president of FOP, I know that I speak for all of us by saying that this project will address so many of the current issues and other community needs identified in the Parks Master Plan.


As you are aware, FOP represents a volunteer group of Casselberry and Seminole County residents. We invest our individual time, resources, and expertise towards building community volunteerism and participate in many park beautification projects within City. Just recently, we received our 501-C-3 status and now we can raise funds to help the City offset costs.

Dew Drop Park is a beautiful neighborhood park, however, there is not ADA access through the park and the playground equipment is outdated and not ADA compliant. However, there is a nice lake and plenty of tree canopy and with the proposed upgrades, it will be a great park for families to come out and enjoy. Also, improving accessibility will allow all ages and abilities to use the park.

Since 1996, FOP has spent countless hours planting trees and cleaning parks and lakeshores. We will continue to provide more in-kind volunteer hours in the future to help make this project a success.

Again, many thanks for your presentation. We are excited about the project and we hope that the City receives grant funding to help launch this very important project.

Sincerely,



Colleen Hufford  
 President  
 Friends of the Park



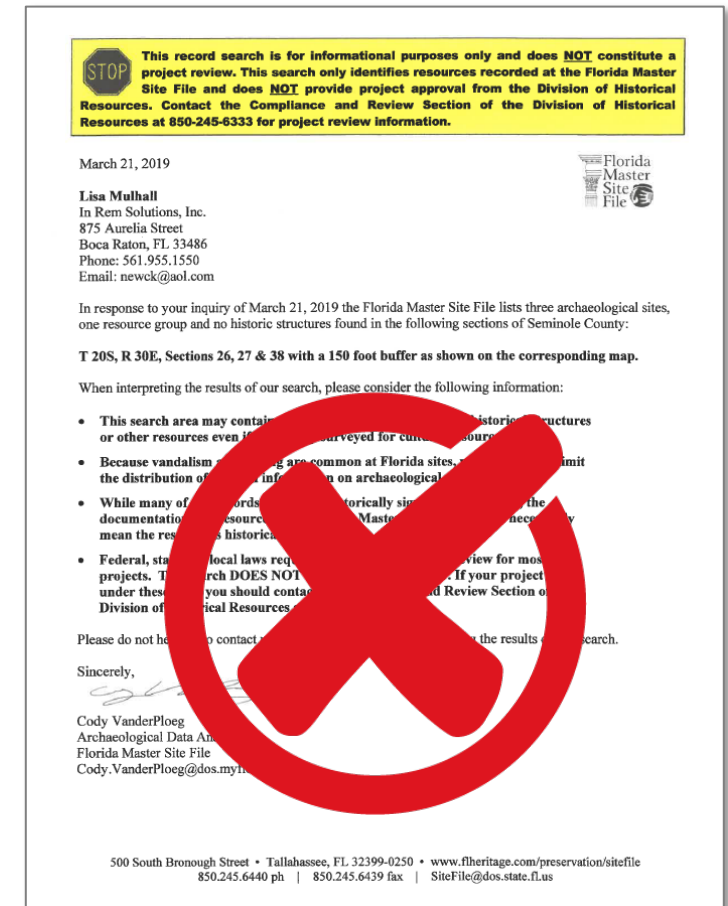
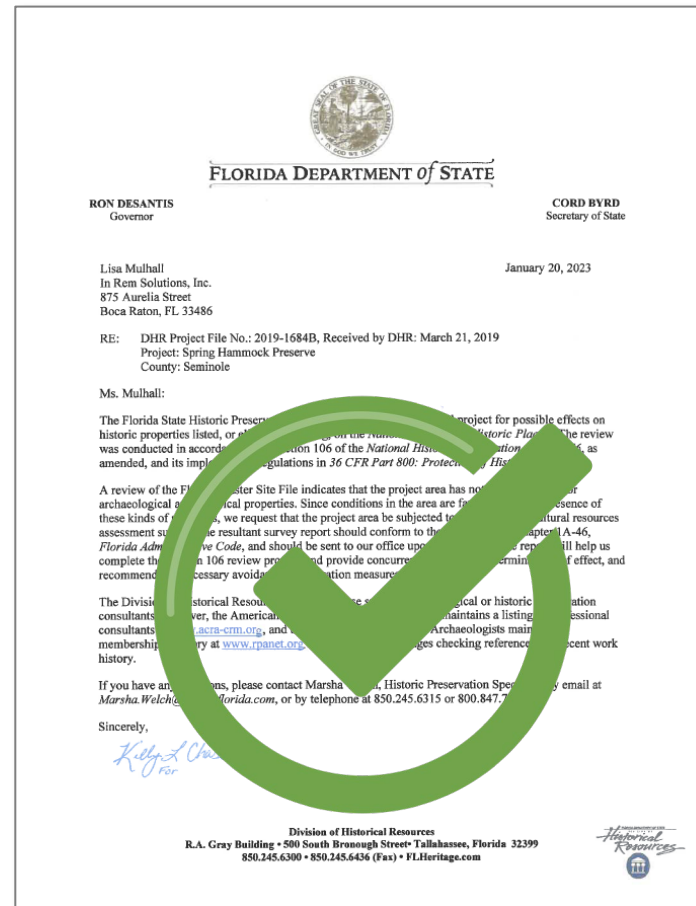
# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

### Exhibit D: State Historic Preservation Officer (SHPO) Letter

Exhibit D addresses preservation of historic, archaeological and/or cultural sites. If the proposed project is also for preservation purposes (historical, archaeological, cultural etc.), a letter from the State Historic Preservation Office (SHPO) should be included supporting this selection.

Florida Master Site File reports are not sufficient documentation to receive points for this segment.






# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

### Exhibit E: Operation and Maintenance Documentation

For Exhibit E, project sponsors should provide a brief description of how development, programming and maintenance will be provided AND an agency organizational chart.

COUNTY MANAGER'S OFFICE

 SEMINOLE COUNTY  
FLORIDA'S NATURAL CHOICE

January 24, 2023

Angie Bright  
Florida Department of Environmental Protection  
Land and Recreation Grants Section  
3900 Commonwealth Blvd, Mail Station #585  
Tallahassee, FL 32399-3000


Dear Ms. Bright:

This letter is to certify that Seminole County has the capacity and ability to support programming and maintenance of Spring Hammock Preserve after it is renovated. The County's Leisure Services Department is an all-inclusive department responsible for the maintenance, repair and enhancement of all Parks and Recreation Facilities for the County. The Leisure Services Department has 172 employees and an annual operating budget of approximately \$23,780,780.

The County has a dedicated maintenance staff as part of the Leisure Services Department which is responsible for the upkeep and regular care of each County park. Each park is on a regular maintenance schedule for the landscaping, building and equipment. Repairs are made as needed. The maintenance staff already provides regular service to Spring Hammock Park and will maintain the new boardwalks and features.

Programming for the park is provided by Seminole County School Board. The School Board leases part of the property for an environmental education program. The School Board has an environmental studies center building and associated outbuildings that are located on the property. a nonprofit partner, City Staff in the Parks and Recreation Division.

Construction of the boardwalk and other work will be coordinated between a publicly bid contractor and county staff.

Sincerely,  
  
A Bryant Applegate  
Interim County Manager

1101 EAST FIRST STREET • SANFORD FL 32771-1468 • TELEPHONE (407) 665-7219 • FAX (407) 665-7958  
WWW.SEMINOLECOUNTYFL.GOV

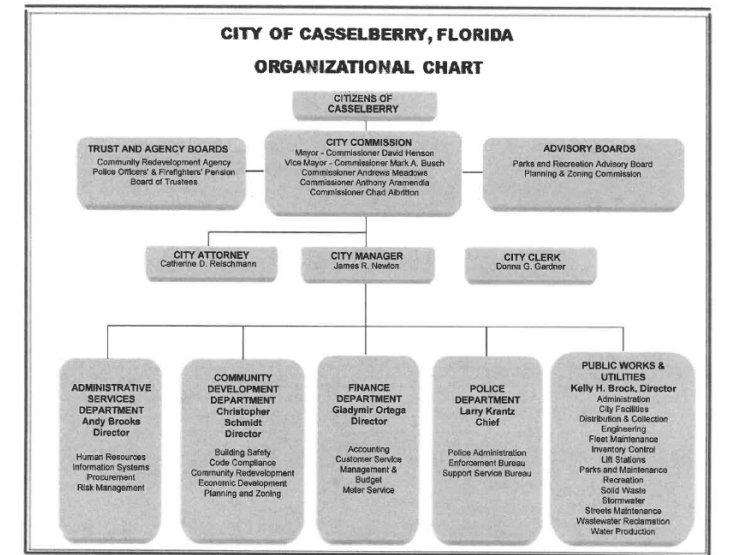
### Exhibit E Organization Chart/Maintenance Seminole County

#### ON AND MAINTENANCE

County has a dedicated maintenance staff which is responsible for the upkeep or care of Spring Hammock Preserve. The park is on a regular maintenance for landscaping, building and equipment. Repairs are made as needed.

enance staff already provides and will continue to provide regular service to mmock Park, maintaining the new paths, boardwalks, pier, grounds and other

al programming for the County is provided by Leisure Services Staff. ing at the Environmental Center on site is provided by the Seminole County ard.







# LAND AND RECREATION GRANTS SECTION

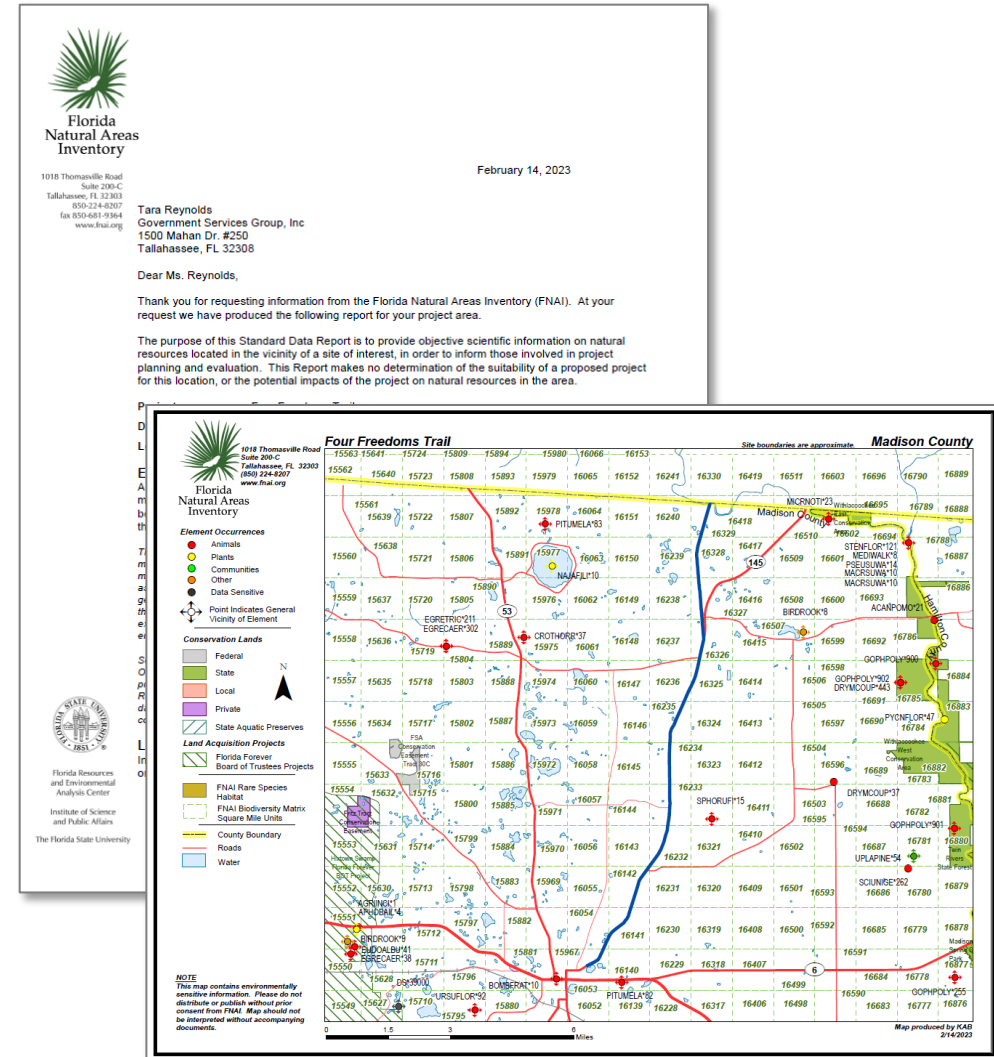
## FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

### Exhibit F: Florida Natural Areas Inventory (FNAI) Documentation

Applicants must provide a letter from the Florida Natural Areas Inventory and an official Standard Data Report supporting their selection.

Project sponsors may request a Standard Data Report from the FNAI through the instructions on their website:

<https://www.fnai.org/publications/data-requests>.





# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

### Exhibit G: Local Comprehensive Plan Excerpt

Applicants should describe how the project provides for identified need(s) for additional park acreage pursuant to the applicant’s adopted local comprehensive plan. Provide the needed amount of acreage as listed in the local comprehensive plan and the total acreage the local government already has under its control. When providing a response to this prompt, applicants should provide *excerpts from the local comprehensive plan with project relevant information highlighted*. Responses should include data on current park acreage, standards and identified needs.

Additionally, project sponsors should describe how the project provides for needed distribution of park acreage pursuant to the applicant’s adopted local comprehensive plan.

Note: the LOS standard may increase up to 120% of FISH capacity if the District Facilities Work Plan provides appropriate capital projects, or other strategies, to reduce the LOS back to 100% of permanent FISH capacity within one 3-year cycle.

Recreation*	<table border="1"> <tr> <th>Parks</th> <th>Acres/Persons</th> </tr> <tr> <td>Pocket Parks/Tot Lots</td> <td>0.5 ac/1,000</td> </tr> <tr> <td>Neighborhood Parks</td> <td>1-2 ac/1,000</td> </tr> <tr> <td>Community Parks</td> <td>5-8 ac/1,000</td> </tr> <tr> <td>City Parks</td> <td>5-10 ac/1,000</td> </tr> </table>	Parks	Acres/Persons	Pocket Parks/Tot Lots	0.5 ac/1,000	Neighborhood Parks	1-2 ac/1,000	Community Parks	5-8 ac/1,000	City Parks	5-10 ac/1,000																								
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Community Parks	5-8 ac/1,000																																		
City Parks	5-10 ac/1,000																																		
Facilities*	<table border="1"> <tr> <th colspan="2">Quantity/Persons</th> </tr> <tr> <td>Baseball</td> <td>1/5,000</td> </tr> <tr> <td>Multi-use Fields</td> <td>1/10,000</td> </tr> <tr> <td>Softball</td> <td>1/5,000</td> </tr> <tr> <td>Swimming Pools</td> <td>/20,000</td> </tr> <tr> <td>Tennis Courts</td> <td>1/2,000</td> </tr> <tr> <td>Volleyball, Sand or Grass</td> <td>1/5,000</td> </tr> <tr> <td>Soccer</td> <td>1/10,000</td> </tr> <tr> <td>Badminton</td> <td>1/5,000</td> </tr> <tr> <td>Handball</td> <td>1/20,000</td> </tr> <tr> <td>Field Hockey</td> <td>1/20,000</td> </tr> <tr> <td>Golf Driving Range</td> <td>1/50,000</td> </tr> <tr> <td>Trails</td> <td>1 per region</td> </tr> <tr> <td>Archery Range</td> <td>1/50,000</td> </tr> <tr> <td>Combo Skeet &amp; Trap Field</td> <td>1/50,000</td> </tr> <tr> <td>Golf – 9 Holes</td> <td>1/25,000</td> </tr> <tr> <td>Golf – 18 Holes</td> <td>1/50,000</td> </tr> </table>	Quantity/Persons		Baseball	1/5,000	Multi-use Fields	1/10,000	Softball	1/5,000	Swimming Pools	/20,000	Tennis Courts	1/2,000	Volleyball, Sand or Grass	1/5,000	Soccer	1/10,000	Badminton	1/5,000	Handball	1/20,000	Field Hockey	1/20,000	Golf Driving Range	1/50,000	Trails	1 per region	Archery Range	1/50,000	Combo Skeet & Trap Field	1/50,000	Golf – 9 Holes	1/25,000	Golf – 18 Holes	1/50,000
Quantity/Persons																																			
Baseball	1/5,000																																		
Multi-use Fields	1/10,000																																		
Softball	1/5,000																																		
Swimming Pools	/20,000																																		
Tennis Courts	1/2,000																																		
Volleyball, Sand or Grass	1/5,000																																		
Soccer	1/10,000																																		
Badminton	1/5,000																																		
Handball	1/20,000																																		
Field Hockey	1/20,000																																		
Golf Driving Range	1/50,000																																		
Trails	1 per region																																		
Archery Range	1/50,000																																		
Combo Skeet & Trap Field	1/50,000																																		
Golf – 9 Holes	1/25,000																																		
Golf – 18 Holes	1/50,000																																		

\*Source: National Recreation Park Association Level of Service Standards

**Policy 8.5.1**  
The City will evaluate Level of Service standards and progress in improving service deficiencies as part of the Evaluation and Appraisal Report process.

**Objective 8.6 Debt Management**  
The City will adopt policies and procedures which address the management and utilization of debt for the purposes of capital project financing in a discerning and efficient manner.

**Policy 8.6.1**  
Public facilities financed by the City (potable water, wastewater/sanitary sewer) will have their debt repaid by user fees and charges for services for current revenues (reserves, surpluses or current revenues).

City of LaBelle Comprehensive Plan  
Updated January 2019 (Through Ord. 2019-21)



# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

### Exhibit H: Conceptual Site Plan

Submit a **conceptual site plan** displaying the areas to be acquired and facilities to be developed as proposed in the scope of the application. The site plan must correlate with the project area identified in the project boundary map and cost estimate. The site plan must **CLEARLY DELINEATE** between facilities/opportunities currently existing, facilities proposed for funding in this application and facilities planned for future development.

**Color code your site plan to indicate facilities that are existing, proposed for funding and planned for future development (not in this project).**

DEW DROP PARK IMPROVEMENTS - Conceptual Site Plan



- EXISTING SITE LEGEND**
    - Project Boundary
    - Parcels
    - Right of Way
    - Existing Sidewalk
  - PROPOSED NEW FACILITIES WITH GRANT**
  - PROPOSED FACILITIES TO RENOVATE WITH GRANT**
  - PLANNED FOR FUTURE DEVELOPMENT NOT PART OF THE GRANT**
- The following support elements will be provided but are not shown for clarity and due to scale: furnishings, site lighting, restroom facility (new), restroom facility (renovation), parking lot, and landscaping.





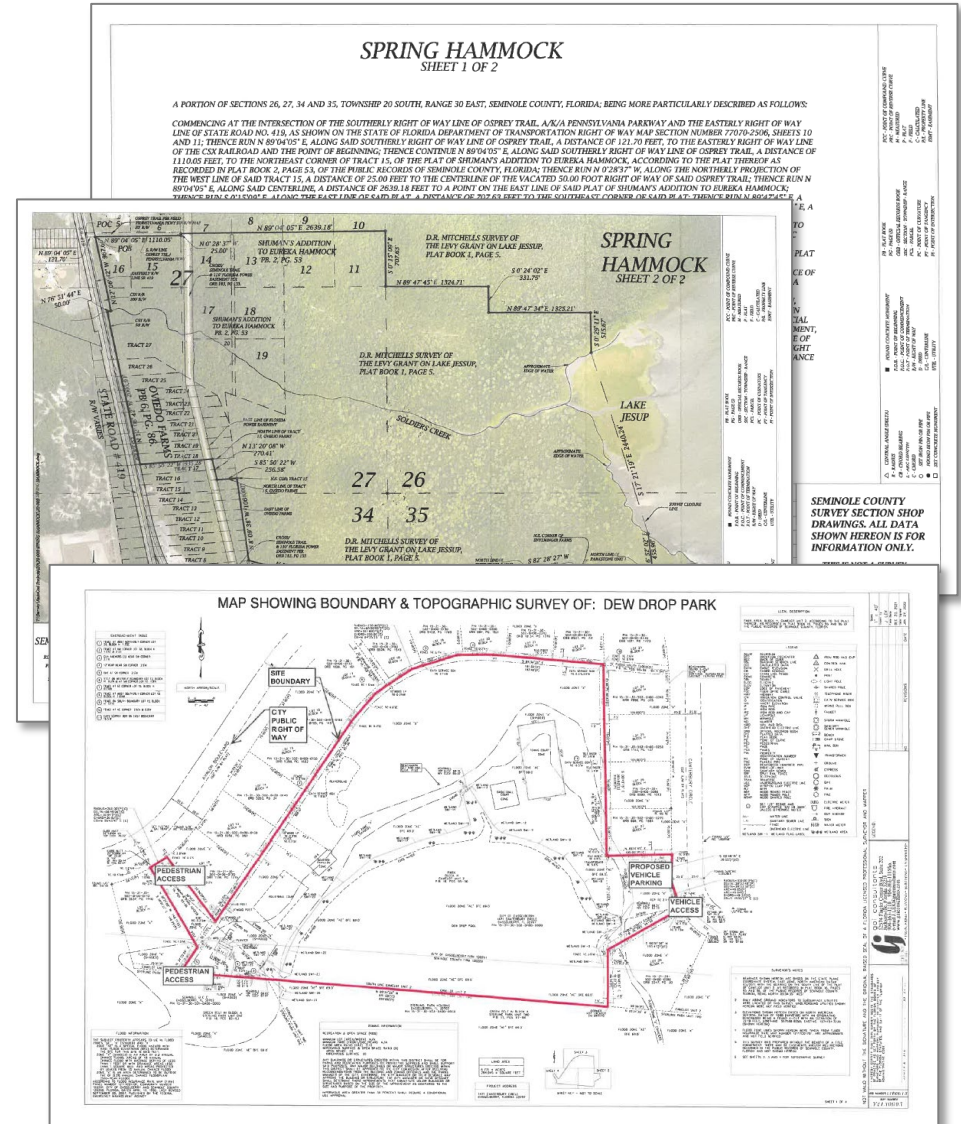
# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

### Exhibit I: Boundary Map

Submit a Section 6f Boundary, colored boundary map of the project area. **The map must provide a legal description and sketch of the project area boundaries, north directional arrow, display known easements, and be legally sufficient to identify the project area.** Also, be sure to identify and outparcel onsite buildings (i.e., gymnasiums, meeting rooms, recreation centers, visitor centers, multi-purpose spaces, park office space, interpretive centers, maintenance buildings, etc.). The map must also depict where and how the public will access the site, parking, etc.

Plat maps may be accepted if the above criteria are identified. See website <https://floridadep.gov/lands/land-and-recreation-grants/content/land-and-water-conservation-fund-program> for Boundary Map requirements. **Use either an 8 ½ x 11 or 11x17 map. Map may be no larger than 11x17.**





# LAND AND RECREATION GRANTS SECTION

FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

## Exhibit J: Color Photos of the Project Site

Submit color, on-site photographs sufficient to depict the physical characteristics of the project area.

Aerial photographs are beneficial, but not required.

Mark an approximate boundary of the project site and note major roads and/or landmarks on the aerial photo.





# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

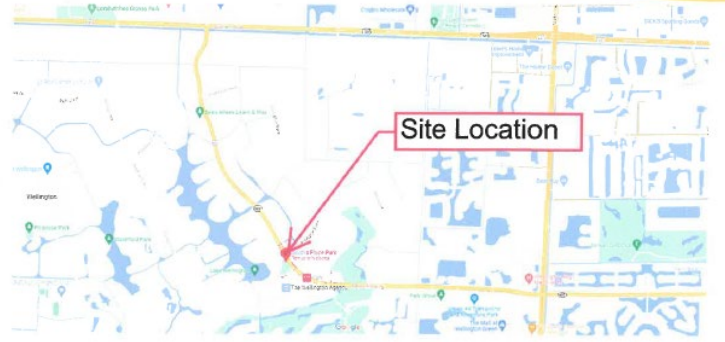
### Exhibit K: Location Map and Directions

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:** Confirm that street names listed in the written directions are the same as those posted on street signs in the area.

Exhibit K - Location Map and Driving Directions



Site Location

Scott's Place Park  
12190 Forest Hill Blvd  
Wellington, FL 33414

Driving Directions via Florida's Turnpike from Tallahassee

- 1) Take I-10 East
- 2) Take exit 296A to merge onto I-75 South towards Tampa
- 3) Take I-75 South to Florida's Turnpike
- 4) Take Florida's Turnpike South
- 5) Take exit 97 toward US-98/FL-80/Southern Blvd
- 6) Turn Left on Pike Road



# LAND AND RECREATION GRANTS SECTION

FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

## Exhibit L: No Documentation Required





# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

### Exhibit M1: Project Narrative

Provide a project narrative 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.

See page 9 of [National Park Service’s Notification of Funding Opportunity, P23AS00318](#) for all information required in the Project Narrative.

Reference the application’s military installation and compatible uses, as identified [Fla. Stat. § 163.3175](#).

**Project Narrative – (10-page limit 12-point font)**

**Project Overview (2-page limit):** Provide the following information:

1. Project Sponsor Name
2. Name of Proposed or Existing Park/Property
3. Project Title
4. Project Type: Acquisition or Combination
5. Statement that project Creates a New Park, Expands an Existing Park, or Neither
6. Name(s) of Property Title Holder or Seller/Purchaser
7. Project Property Address/Location
8. Identify the military installation(s) and/or military airspace in the vicinity of or ecologically related to the project
9. Statement that the project will create public outdoor recreational opportunities that will benefit the public and military communities
10. Brief statement explaining project specific work, and a second statement explaining overall project (if larger than proposed work). (250-word max.)

**Detail Narrative (2-page limit):** Provide the following information:

*All Projects:*

- Describe and quantify the types of resources and features of or on the property (e.g., 50 acres of forested area, 2,000 feet of waterfront, scenic views, unique or special features, recreation amenities, historic/cultural resources)
- Describe the current uses (if any) or disposition of the property to be acquired or developed, if uses will need to be discontinued, or the site rehabilitated. If there are any existing non-outdoor recreation or other non-public uses that are intended to continue on the property on an interim or permanent basis and/or proposed in the future, these should be explained.
- Describe constraints of the property (e.g., existing development; hazardous materials/contamination history; and restrictions such as institutional controls, easements, rights-of-way, reversionary interests, above ground/underground utilities; etc.).

Page 9 of 32

*Acquisition Only:*

- Provide a description of the property (including the current ownership) and an explanation of the need for its acquisition.
- State whether the acquisition would create a new public park/recreation area or if it will expand an existing site, and if so, by how much.
- Describe the plans for developing the property for recreation purposes after acquisition and the timeframe for the start and completion of development and when it will be open for public use.
- Describe the status of the acquisition, including negotiations with the landowner and development of due diligence materials such as title work and appraisal.

*Combination Projects:*

Provide information requested for “Acquisition Only” plus:

- Describe the planned physical improvements and/or facilities, and the reason(s) such development is needed. Explain whether the work involves new development or rehabilitation or replacement of existing recreation facilities.

EPI partnership, such as preventing in Area, improving water quality by dvancing climate resilience, etc. re appropriate military nsure long-term compatibility with



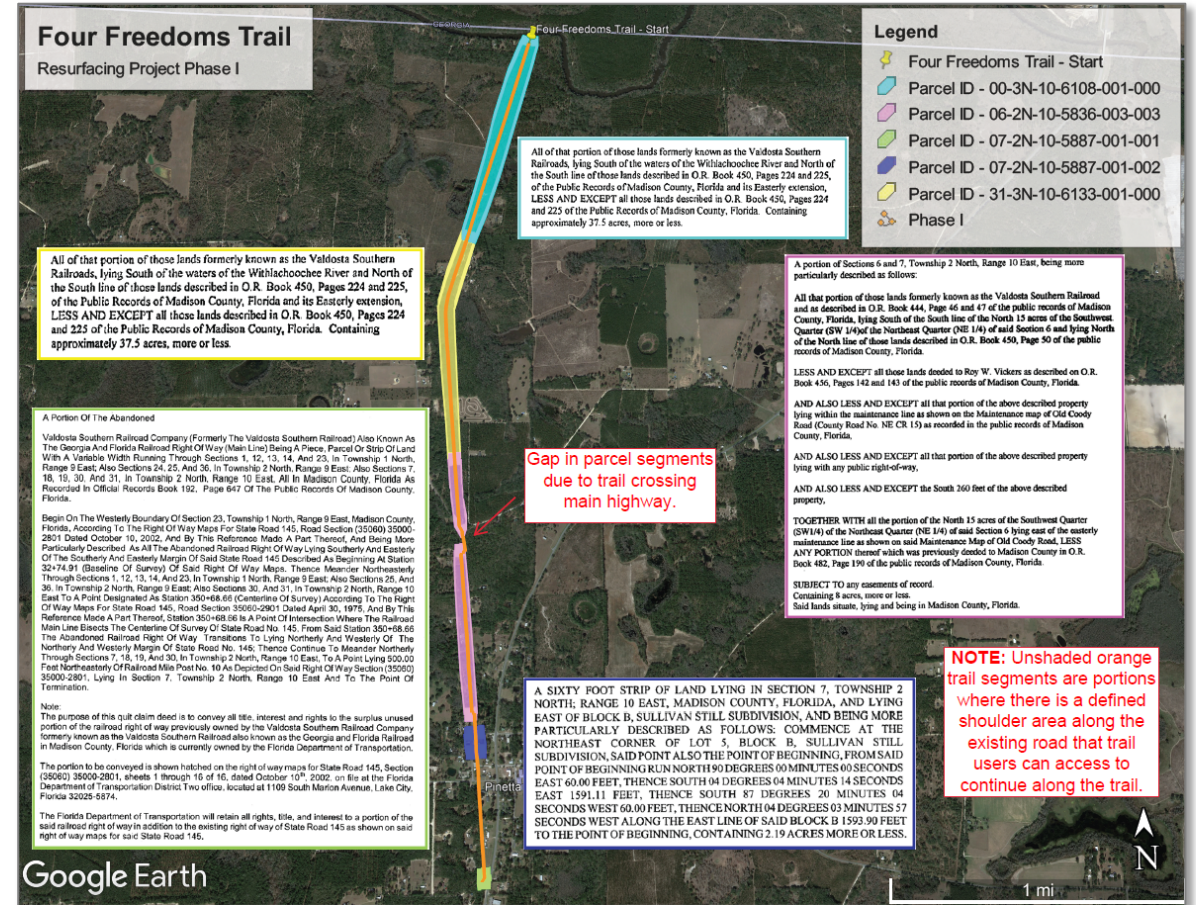


# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

### Exhibit M2: Parcel Acquisition

If the proposed project consists of acquiring multiple parcels, identify the specific order in which the parcels will be acquired. In the event that all parcels cannot be acquired, applicants must demonstrate that the purpose of the project can still be achieved. Also submit the estimated value of the property being acquired.





# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

### Exhibit N1-N20: Required Federal Forms and Attachments

There are twenty (20) attachments for Exhibit N. The chart on this slide provides a checklist for all federal forms and attachments required.

FY2023-2024 LWCF + REPI State Application Instructions and Federal Form Requirements, available on the Readiness and Recreation Initiative website, provides additional details on the requested information and links to the official forms.

Attachment N: Required Federal Forms and Attachments	
N1	Permits
N2	Federal Environmental Compliance Reviews & Reports
N3	Application & Review (A&R) Form
N4	NEPA Documentation Environmental Reviews and/or Assessments
N5	Financial Assurance Narrative/Proof of Match
N6	SF Project Abstract Summary (Project Narrative)
N7	Budget Narrative/Cost Estimates (SF-424)
N8	Parcel Map for Acquisition Parcels
N9	Buyer-Seller Agreement
N10	Acquisition Schedule
N11	Uniform Appraisal Standards for Federal Land Acquisitions (UASFLA) "Yellow Book Standard" Appraisals
N12	Waiver of Retroactivity
N13	Real Property Status Report (SF-429)
N14	Project Timeline
N15	Letter(s) of Support Documenting Secured Contributions of Matching Share
N16	Conflict of Interest Disclosure
N17	Uniform Audit Reporting Statement
N18	Certification Regarding Lobbying
N19	Disclosure of Lobbying Activities
N20	Overlap or Duplication of Effort Statement



# LAND AND RECREATION GRANTS SECTION

## FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

### Exhibit O: Readiness and Recreation Initiative Application Review Criteria

Review the prompts below, as provided in the [National Park Service's Notification of Funding Opportunity, P23AS00318](#). Provide a thorough response, addressing each of the bulleted subjects.

- **Criterion 1 - Improving Access to and Benefits of Public Outdoor Recreation Opportunities**
- **Criterion 2 – Promotion of Compatible Military Goals**
- **Criterion 3 - Partnering and Leveraging Resources**
- **Criterion 4 - Project Alignment with SCORP and Other Applicable Plans**
- **Criterion 5 - Project Feasibility and Likelihood of Success**

National Park Service's Notification of Funding Opportunity, P23AS00318. Provide a thorough response, addressing each of the bulleted subjects.

**Criterion 1 - Improving Access to and Benefits of Public Outdoor Recreation Opportunities**  
 (Maximum Points: 20)  
 This criterion assesses the extent to which the project will create or expand needed outdoor recreational opportunities for the public and military families in the area around the military installation, and the degree to which the project promotes physical activity in the outdoors.

Priority will go to projects in areas that are located within one or more active REPI Partnership Opportunity Areas (see [https://dep.fl.gov/critrings](#)) that create new or significantly expand or improve park and recreation opportunities that are lacking in the target area and communities.

- Describe specific deficiencies as they relate to the lack of, or inadequacy of, outdoor recreation in REPI Program Areas.
- Describe the new or expanded types of outdoor recreation opportunities and/or facilities that will be created as a result of the proposed project.
- Describe the development plans or future plans for the recreation facilities within the 3-year timeline required by the LWCF program.
- Describe how the proposed project will address or meet priority outdoor recreation needs of the target communities.
- Describe the expected benefits of the proposed project to the public and the military community, such as positive effects on mental or physical health.

**Criterion 2 - Promotion of Compatible Military Goals**  
 (Maximum Points: 20)  
 This criterion assesses how the project addresses and advances compatibility goals of the REPI Partnership that support the military installation(s).

Priority will be given to projects that best 1) protect the military installation(s) from encroachment by incompatible land development and other uses; 2) address other compatible goals of the partnership such as providing conservation benefits (e.g., protection of natural resources or specific habitats), improving water quality by controlling runoff and erosion, preventing or enhancing resilience to the impact of climate change, etc.

- Describe issues and challenges the applicable installation(s) is/are facing in adjacent lands and communities.
- Identify any community or economic trends that add pressure to the surrounding area.
- Describe how the project will address goals and mitigate the issues described.
- Describe the compatible benefits that will be supported by the park or other recreation area such as cooling effects, improved mental and/or physical health, cleaner air, etc.

**Criterion 3 - Partnering and Leveraging Resources**  
 (Maximum Points: 20)  
 This criterion assesses the level of supportive partnership-building involved in the development or implementation of the project among the project sponsor, residents of the target community to be served by the park, and the military installation(s).

Priority will be given to projects that 1) demonstrate the highest degree of effort or initiative to engage the public, especially the target community, and their participation in the project's design will be of that of other interested/benefited entities, include details such as number of meetings held, number of attendees, number of community members contacted, number of responses received.

- Describe the process that led to the development of this proposal. Focus on the efforts made to engage the public, especially the target community, and their participation in the project's design will be of that of other interested/benefited entities, include details such as number of meetings held, number of attendees, number of community members contacted, number of responses received.
- Describe the partnerships or other collaborative efforts that have helped, or will help to, facilitate project.

**Criterion 4 - Project Feasibility and Likelihood of Success**  
 (Maximum Points: 20)  
 This criterion assesses the probability that the project will be successfully completed within the proposed timeline and budget, the viability of the proposed budget, and the ability of the project sponsor and partners to manage the project and maintain the partnership in the future.

Priority will be given to projects that 1) that show support from partners, including the relevant military installation(s); 2) can be secured and/or break ground within one year and are complete and open to the public within 2 to 3 years; 3) are managed by project sponsors and partners with proven experience in successfully managing similar projects with the program; and 4) can demonstrate a clear budget and a plan for successful long-term park management and protection.

Budget costs must be clearly listed to the scope of work and are necessary, reasonable, allowable, and allocable. The matching share must be fully secured or firmly committed and supported by a letter of commitment from the donor. (The budget will not be scored by the award; however, it will be considered as a scoring factor in selection. Any budget is significantly deficient, contains unreasonable, unnecessary, or unallowable costs, and/or does not align with the historical scope of the project).

- Describe the status of planning for the grant project, its readiness to be implemented and support the accuracy of the established timeline and milestones within the allocated timeline.
- Describe any issues with the site that would prevent it from being open and available to the public within 2-3 years.
- Describe the relevant experience of those managing the various aspects of this project. If partners are involved, their roles should also be described.
- Describe how the park or recreation area will be managed and maintained, physically and financially, to ensure permanent use for public outdoor recreation and compatibility with the military mission.
- Ensure the LWCF boundary map clearly indicates the project area and the proposed protected boundary separately or indicates that they are the same.

**Within the Budget Narrative:**

- Break down, identify, and justify the proposed project costs.
- Clearly indicate which costs (or the amount of each cost) that will be covered by LWCF funds versus REPI.
- List all agencies, organizations or other entities providing matching share under this project.
- Cite the value and type (cash, creation of equipment, etc.) of each matching share contribution.
- Document that the 1:1 required matching share contribution is secure or firmly committed at the time of application. If a match is included, state if it has been secured, or when and how it is expected to be secured.

(Tab as Exhibit 'O')



# LAND AND RECREATION GRANTS SECTION

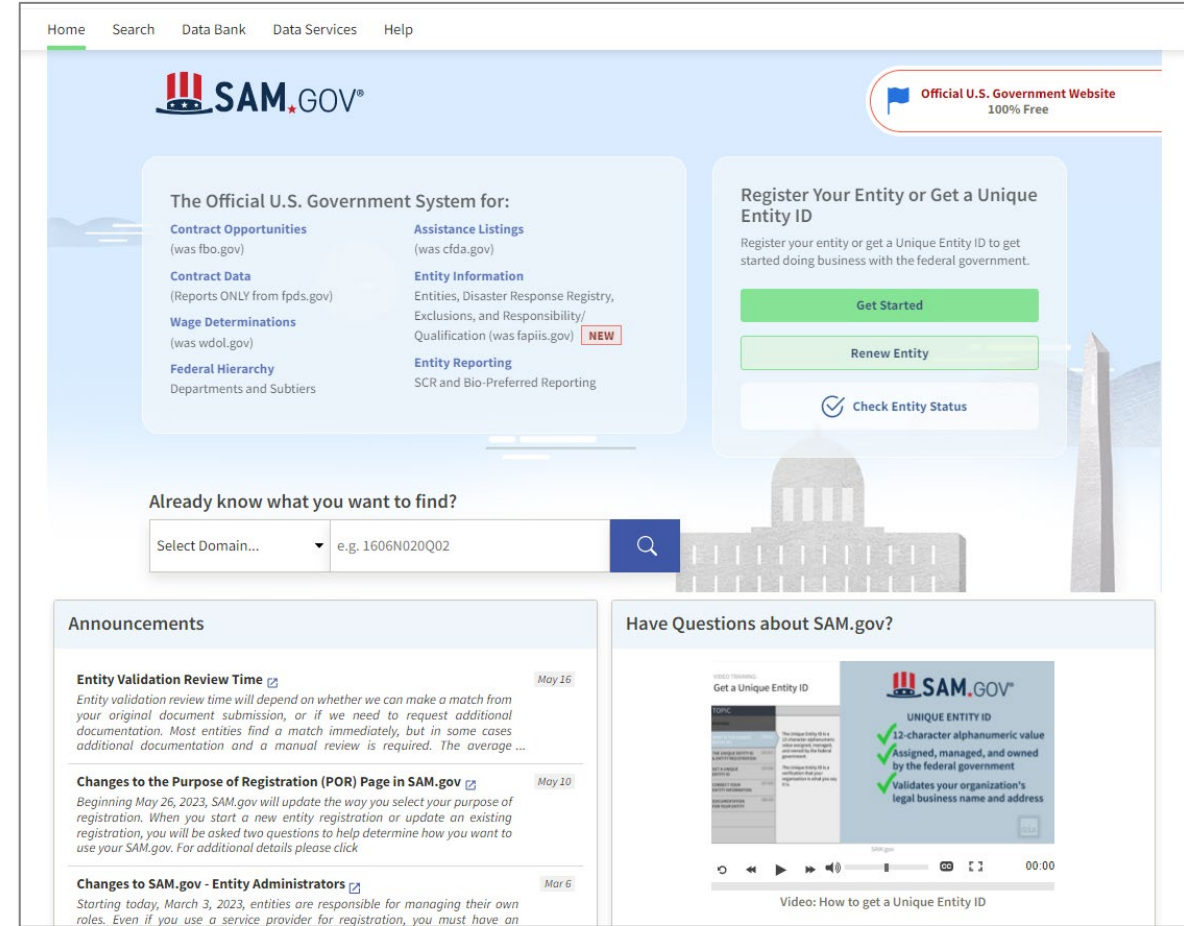
## FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

### Exhibit P: Proof of Sam.gov Registration

Provide proof of registration in Sam.gov.

For instructions on completing this process, visit:

<https://sam.gov/content/entity-registration>.





# LAND AND RECREATION GRANTS SECTION

FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

## Exhibit Q: REPI Partnership Agreement

For project sponsors with an active REPI Partnership Agreement, provide a copy of the Agreement with *the tasks and goals to be achieved through this project highlighted*.

For project sponsors who have partnered with a nonprofit organization in an active REPI Partnership Agreement, provide a copy of the executed agreement between the project sponsor and the nonprofit organization, as well as a copy of the nonprofit organization's REPI Partnership Agreement with the tasks and goals to be achieved through this project highlighted.





# LAND AND RECREATION GRANTS SECTION

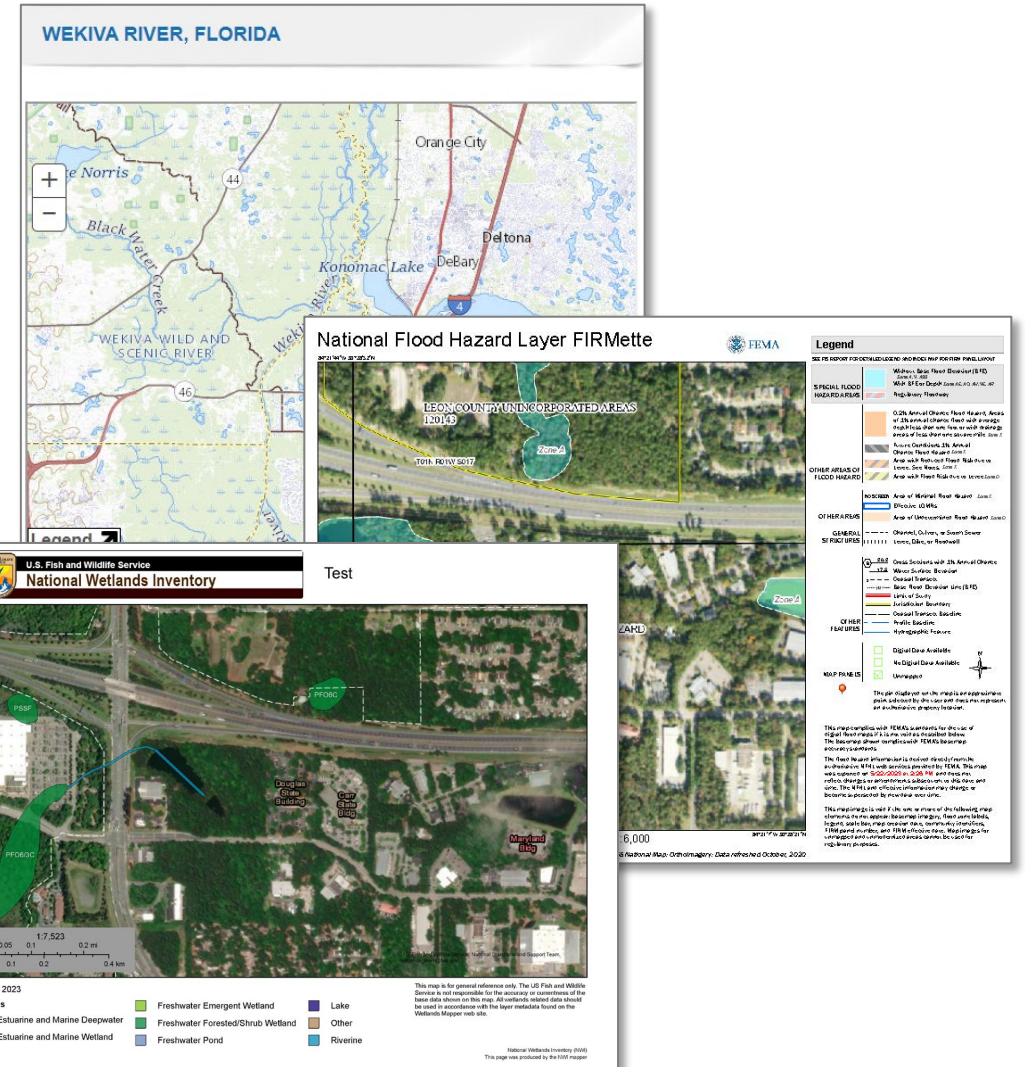
## FY2023-2024 LWCF + REPI GRANT APPLICATION: SUPPORTING DOCUMENTATION

### Exhibit R: Water Frontage Map(s)

For all projects providing water frontage, submit a [Federal Emergency Management Agency \(FEMA\) Flood Map or Flood Insurance Rate Map \(FIRM\)](#).

If project frontage includes wetlands, provide a project site map using the [Wetlands Mapper](#) from the [National Wetlands Inventory](#).

Submit a map and/or consultation documentation from the [Nationwide Rivers Inventory \(NRI\)](#) or [National Wild and Scenic River](#) if the project affronts a [cataloged river](#).





**QUESTIONS?**



# THANK YOU

Division of State Lands  
Land and Recreation Grants Section  
Florida Department of Environmental Protection

## Contact Information

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