

# **2021 National Park Service Outdoor Recreational Legacy Partnership Program**

## **Program Description**

### **Background**

In 2014, in coordination with Congress and the Secretary of the Interior, the National Park Service created the Outdoor Recreation Legacy Partnership (ORLP) Program, a competitive grant administered under the authority of the LWCF Act. The purpose of the LWCF ORLP program is to provide grants to proposed projects that acquire and/or develop public lands for outdoor recreation consistent with the purposes of the LWCF, and:

- Are located within or serve an Urbanized Area (population of 50,000 or more) as designated by the 2010 Census; and
- Are located in or are directly accessible to neighborhoods or communities that are underserved in terms of parks and recreation resources, and where there are significant populations of people who are economically disadvantaged.

For the purposes of this competition, “underserved communities” are those with:

- (1) No existing parks;
- (2) Some existing parks, but not enough to support the size of the population of the service area or otherwise able to satisfy existing recreational demand; or
- (3) Some existing parks (potentially even an adequate number) that are so deteriorated/obsolete or underdeveloped that a major redevelopment or rehabilitation is necessary to significantly increase the number of people or user groups who could be served in a way that would be equivalent to a new park.

### **Program Requirements**

To be eligible for either an acquisition or development grant, the project must involve publically-owned land and the project sponsor must possess sufficient legal title and control of the property. Review Chapter 3 of the [LWCF Manual](#) for more details regarding project eligibility requirements.

The LWCF Act requires that all outdoor recreation areas benefitting from LWCF assistance, whether for acquisition or development purposes, regardless of the amount, may not be converted to any use other than public outdoor recreation. Therefore, as a condition of the grant, the NPS requires that language be recorded against the deed of the assisted park/recreation property advising that the property was acquired and/or developed with Federal funds from the LWCF and that the property must be preserved for outdoor recreation uses in perpetuity and cannot be converted to any use other than public outdoor recreation use without the written approval of the Secretary of the Interior. This requirement also applies to outdoor recreation areas benefitting from the LWCF ORLP Program. Please note, the perpetuity requirement applies to the assisted park or other outdoor recreation area as a whole.

### **ORLP Program Competition Priorities**

The competition will prioritize the selection of projects that will directly connect people to outdoor places, and that:

- Serve communities that are underserved in terms of number of parks and other outdoor recreation areas and have a significant number of individuals who are economically disadvantaged;
- Create short-term and/or permanent jobs;
- Help stimulate local economic development;
- Engage and empower members of the affected community in the development of the project;
- Create or expand public-private partnerships;
- Benefit from a high degree of coordination among the public, multiple levels of government, and the private sector to improve recreation opportunity for all; and
- Advance goals of, or meet, priority recreation needs identified in the state's SCORP and other local, regional, state plans and/or initiatives.

## Federal Award Information

**Minimum Award:** \$300,000

**Maximum Award:** \$5,000,000

**Anticipated Award Date:** April 21, 2022

**Anticipated Start Date:** October 1, 2022

Please note, these dates are anticipated but in no way guaranteed.

**Eligible Applicants:** State Governments (on behalf of eligible sub-recipients).

Only state lead agencies are eligible to submit applications for ORLP grants. The lead agency may submit on behalf of themselves or another eligible sub-recipient. Applications submitted directly by entities other than the State lead agency will be eliminated without consideration. Individuals, nonprofit organizations, and other private entities are not eligible as applicants or sub-recipients.

Due to the ORLP's 50,000+ population requirement, only the following urbanized areas in Kentucky are eligible sub-recipients:

- Bowling Green
- Lexington-Fayette
- Owensboro
- Louisville-Jefferson County
- Elizabethtown-Radcliff

**Matching Requirement:** 1:1 minimum.

Match must be secure or firmly committed at the time of application. If the project match exceeds the 1:1 requirement, indicate how the additional funds/in-kind contributions will be used. Further information about eligible costs, sources of match, and other cost-sharing requirements can be found in Chapter 5 of the [LWCF Manual](#).

## Application

**Due Date for Application Submission to DLG: 08/31/2021**

**Due Date for Application Submission to NPS: 09/24/2021**

Each state's LWCF lead agency is responsible for conducting the initial review of proposals for completeness and eligibility requirements and nominating the projects it has deemed eligible and responsive to ORLP priorities to the NPS for consideration. Due to this, it is pertinent to have ORLP submissions submitted to DLG no later than August 31<sup>st</sup> to give staff time to review proposals to ensure completeness and offer any guidance to make the application more competitive.

### **Required Proposal Elements**

Submissions to the NPS must include the following elements:

- Standard Form SF424. Application for Federal Assistance (Completed by DLG)
- Standard Form 424C. Budget Information for Construction Programs
- Copy of the Negotiated Indirect Cost Rate Agreement (If applicable)
- Letter of Recommendation from the State Liaison Officer (SLO) (Completed by DLG)
- Project Narrative (maximum length 10 pages) – See below for more information
- Budget Narrative (maximum length 5 pages, including tables) – See below for more information
- Project Timeline (1 page limit) – Must clearly show all tasks necessary to complete the proposed work including dates for discrete benchmarks of significant work elements. The must include the date the park/resource will be open to the public.
- Photos of current site condition and surrounding environment
- Maps and Plans
  - (a) Recreation Area Map – showing the location of the project and identifying all existing recreation resources (if any) within a 1-mile vicinity of the project site.
  - (b) Map (or Aerial Photo) Delineating Project Area and Proposed Boundary – must clearly indicate area to be acquired and/or developed, as well as the proposed boundary of the larger park/recreation area that would be subject to the perpetual protection provisions of the LWCF Act.
  - (c) Plan or Sketch of the Site Features – identifying location of planned recreational improvements and other features such as where the public will access the site, parking, etc.
- Letter of Support – documenting secured contributions of matching share, stating the amount and type of contribution.
- Kentucky Clearinghouse Comments
- Optional: General Letters of Support (Letters of support from Congress must be addressed to the project sponsor, and Letter of Intent to Sell, Purchase, or Donate Property (for projects requiring acquisition).

### **Project Narrative Content**

The Project Narrative consists of a Project Data page, Project Overview, and responses to the Project Criteria. These sections are outlined below.

Project Narrative – Project Data Sheet (1 page)

1. Project Sponsor Name
2. Name of Park/Property
3. Project Title
4. Name of Property Title Holder
5. Project Property Address/Location
6. 2010 Project Property Census Jurisdiction Population
7. Name of applicable Census delineated Urban Area
8. State of Project Type: Acquisition, New Development, Renovation, Combination
9. Statement that project Creates a New Park, Expands an Existing Park, or Neither
10. Statement clarifying if this park/resource previously benefitted from LWCF or UPARR funding and/or if the park/resource was obtained through the Federal Lands to Park Program.
11. Brief statement explaining project specific work, and a second statement explaining overall project (if larger than proposed work) (250 word max)

Project Narrative – Project Overview (2 page limit)

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.).

Development Only:

- 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.

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: Provide information requested under “All Projects,” “Development Only,” and “Acquisition Only”.

Project Narrative - Project Criteria (remaining pages within Project Narrative)

Provide information required by Criteria 1 -5 as detailed in Application Review Criteria.

**Detailed Budget Narrative**

The project budget shall include detailed information on all cost categories and must clearly identify all estimated project costs. Unit costs shall be provided for all budget items including the cost of work to be provided by contractor or sub-recipients. In addition, applicants shall include a narrative description of the items included in the project budget, including the value of in-kind contributions of goods and services provided to complete the project.

Budget information should only reflect costs related to the work that will be completed under the ORLP grant, if selected. A total budget for the entire project, if larger than work funded under the grant, may be provided separately.

ORLP projects are limited to using a maximum of 25% of the total budget for costs not directly attributable to physical development/rehabilitation activities, supplies, equipment, or cost of land. The 25% cap includes, but is not limited to: overall management of activities directly related to finance, general grant administration cost, and architectural and engineering services.

Provide a budget breakdown that includes the following information:

- Detailed breakdown of each cost item included under each of the SF424C Construction Budget Categories and for indirect costs.
- Clearly indicate which costs are covered by federal funds and which are covered by matching funds.
- Clearly indicate any proposed pre-agreement costs and the timeframe during which the associated work cost was performed.
- Provide information required in Criteria 6.

**Conflict of Interest Disclosure**

Per the Financial Assistance Interior Regulation (FAIR), 2 CFR §1402.112, applicants must state in their application if any actual or potential conflict of interest exists at the time of submission.

**Application Review Criteria**

**Criterion 1 – Extent of Outdoor Recreation and Economic Needs**

**Maximum Points: 20**

This criterion assesses the extent of deficiency of close-to-home outdoor recreation areas/resources within walking distance (.5 mile/10-minute walk or 1 mile if recreation site is serving multiple communities) of the target neighborhood, and the degree to which the project will serve the most economically-disadvantaged populations.

Priority will go to projects in the neighborhoods with no parks/outdoor recreation resources or not enough to support the size or demand of the population, and that serve populations with poverty rates of at least 20% and/or where the poverty rate exceeds the county's and state's by at least 10%.

- Describe the amount of, and types of, existing recreation resources within both a .5 and 1-mile radius of the proposed project area/site.
- Describe the specific deficiencies as they relate to the lack of, or inadequacy of, local outdoor recreation areas/uses.
- Describe how the deficiencies were identified.
- Describe the recreation service area of this park and the estimated number of people who live within .5 and 1 mile.
- State, statistically, where the local community falls within the poverty scale for economically-disadvantaged populations relative to the county and state and include any other relevant economic and demographic information.

**Criterion 2 - Appropriateness of Project to Meet Community Outdoor Recreation and Economic Needs**

**Maximum Points: 20**

This criterion assesses how well the proposed project meets the need(s) for newly created or enhanced outdoor recreation resources within the target community/population, and the level to which it provides short-term and/or permanent employment opportunities, particularly within the same target community, and/or helps to generate economic benefits for the community at large.

Priority will be given to projects creating new outdoor recreational areas, or enhancing the quality of existing park/outdoor recreation areas, and providing the greatest amount of short-term/permanent employment opportunities and overall economic benefits to the community.

- Describe how the proposed project will create or significantly improve access to close-to-home park and recreation opportunities for the project's target community(ies).
- Describe the new or expanded types of outdoor recreation opportunities that will be created as a result of the project.
- Describe the activities and uses for the project site after acquisition and/or development.
- Estimate the anticipated increase in the number of people and/or types of user groups that will newly be able to recreate as a result of the project and how this impact was determined.
- Describe the anticipated economic benefits that will be produced by the project such as short- and long-term employment opportunities and/or community-wide economics benefits stimulated by the project.

**Criterion 3 - Community Involvement in, and Support of, Proposed Project**

**Maximum Points: 20**

This criterion assesses the level of supportive partnership-building involved in the development and implementation of the project among the project sponsor, residents of the target community to be served by the park, government agencies, the private sector, and community and/or conservation organizations.

Priority will be given to projects that demonstrate the highest degree of effort or initiative to engage residents of the target neighborhood(s) in the project's development, demonstrate the most significant amount of collaboration among the public and private sectors, and demonstrate support for the project

through contributions of cash, land, equipment or other resources to the project, allowing for the matching share to be derived from multiple resources, particularly non-public resources.

- 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 as well as that of other interested/affected entities. Include details such as number of meetings held and 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 the project.
- Describe or provide evidence of local support for the project, particularly from the local community.
- Describe how the project is/will be supported through contributions of matching share in the form of money, land, supplies, services, etc.

#### **Criterion 4 - Embracing New Parks and Innovative Project Attributes**

##### **Maximum Points: 10**

Assesses the degree to which ORLP funds will assist new outdoor recreation resources and the degree to which the project incorporates innovative ideas.

Priority will be given to parks and projects that have not received any previous LWCF or ORLP assistance, and encompass innovative characteristics.

- If this site previously received LWCF or ORLP funding, describe what was funded and how much was awarded, and support the reason this park/site deserves additional funds as much as or more than a park/resource that has not.
- Describe the ways in which this project incorporates innovative characteristics. These qualities could be related to aspects such as: redevelopment of blighted or distressed properties; involvement of new or non-traditional partners; unusual features in the project design; employment of novel solutions to issues in/challenges to addressing the community's recreation needs; the ability to affect or advance other complementary and intrinsic benefits beyond providing a new or enhancing an existing park or other outdoor recreation spaces; and other similar characteristics.

#### **Criterion 5 - Project Alignment with SCORP and Other Applicable Plans**

##### **Maximum Points: 10**

This criterion assesses the degree to which the project advances or is otherwise tied to the goals of Kentucky's State Comprehensive Outdoor Recreation Plan (SCORP) and other relevant park and recreation plans. Projects can also receive credit for aligning with or advancing priorities of other comprehensive or master plans at the city, regional, and/or state level.

Priority will be given to projects that best meet at least 1 goal or need that is clearly identified in the SCORP, and at least 4+ additional, applicable planning documents at different levels of government and/or private sector initiatives.

- State the specific SCORP goals or needs that the proposed project will advance, and support how this project addresses each goal/need.
- Describe any other park or outdoor recreation plan (provide date of plan) that the project advances or supports, and state precisely how the proposed project aligns with it/each.
- Describe any other relevant city, regional, or state plans or initiatives (provide date of plan) that the project advances or supports, and state precisely how the proposed project aligns with each.

### **Criterion 6 - 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 park/resource in the future.

Priority will be given to projects that can break ground within one year and will be complete and open to the public within 2 to 3 years, are managed by project sponsors with proven experience in successfully managing similar projects and can demonstrate a clear plan for successful long-term park management and protection, have budget costs that are clear, necessary, reasonable, allowable, allocable, and have matching share that is fully secured.

- Describe the status of planning for the grant project, its readiness to be implemented and support the accuracy of the established deadlines and milestones within the attached 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 role(s) should also be described.
- Describe how the park or recreation area will be managed and maintained, physically and financially, to assure permanent use for public outdoor recreation.
- Within the Budget Narrative:
  - Break down, describe, and justify the proposed project costs.
  - Clearly indicate which costs will be covered by LWCF funds versus matching share.
  - List all agencies, organizations or other entities providing matching share.
  - State the value and type (cash, donation 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 overmatch is included, state if it has been secured, or when and how it is expended to be secured. (A letter from each secured matching-share contributor should be included as a letter of support, clearly stating the commitment of match.)

### **Criteria Scoring**

Criteria valued at 20-points will be rated using the 10-point scale below but weighted at twice the value. This means that a score of 8 in a 20-point Criteria would be valued at 16 points.



**Superior (9-10 points):** Application fully addresses all aspects of the criterion, demonstrates that the project will surpass the criterion's stated priorities and contains no weaknesses.

**Good (7-8 points):** Application fully addresses all aspects of the criterion, demonstrates that the project will fully meet the criterion priorities and contains no weaknesses.

**Satisfactory (5-6 points):** Application addresses all aspects of the criterion to some degree, demonstrates that the project will meet the criterion priorities but/and/or contains a couple of minor weaknesses.

**Marginal (3-4 points):** Application addresses most aspects of the criterion, does not clearly demonstrate that the project will meet or come close to meeting the criterion priorities, but/and/or contains a moderate weaknesses and/or a number of minor weaknesses.

**Poor (1-2 points):** Application does not adequately address the aspects of the criterion, reveals issues in the likelihood of meeting or coming close to meeting, criterion priorities but/and/or contains a significant weakness and/or a number of moderate weaknesses that may outweigh any strengths presented.

**Not Acceptable (0 point):** Application does not adequately address the aspects of the criterion, reveals issues in the likelihood of meeting criterion priorities to any significant degree but/and/or contains weaknesses that clearly outweigh any strengths presented.

\*Please note, for the purpose of the competition, project proposals submitted will be reviewed and evaluated as pre-applications. Project sponsors should understand that if your project is selected, the state will need to update/complete and resubmit the proposal as a final application to the NPS. For the final application submission, additional documents will be required (e.g. SHPO).