GEORGIA
Department of Natural Resources

2020 Grants Workshop
Land and Water Conservation Fund (LWCF) & Georgia Outdoor Stewardship Program (GOSP)

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Workshop Agenda

- DNR Grants Unit Staff Introductions & Housekeeping Items

- Overview of DNR Grants, *Taylor Brown*

- Land and Water Conservation Fund (LWCF) Program Presentation, *Antoinette Norfleet*

  - 15 minute break –

- Georgia Outdoor Stewardship Program (GOSP) Presentation, *Rob Stokes*

  - 5 minute break –

- Tips for a Successful Application, *Taylor Brown*

- Question and Answer Session, *Antoinette Norfleet and Rob Stokes*

Housekeeping Items

- This presentation will be available at www.gadnr.org/grants

- We are always available for further assistance.

- Your microphones are currently muted but can be enabled for questions.

Asking a Question – Hand Icon
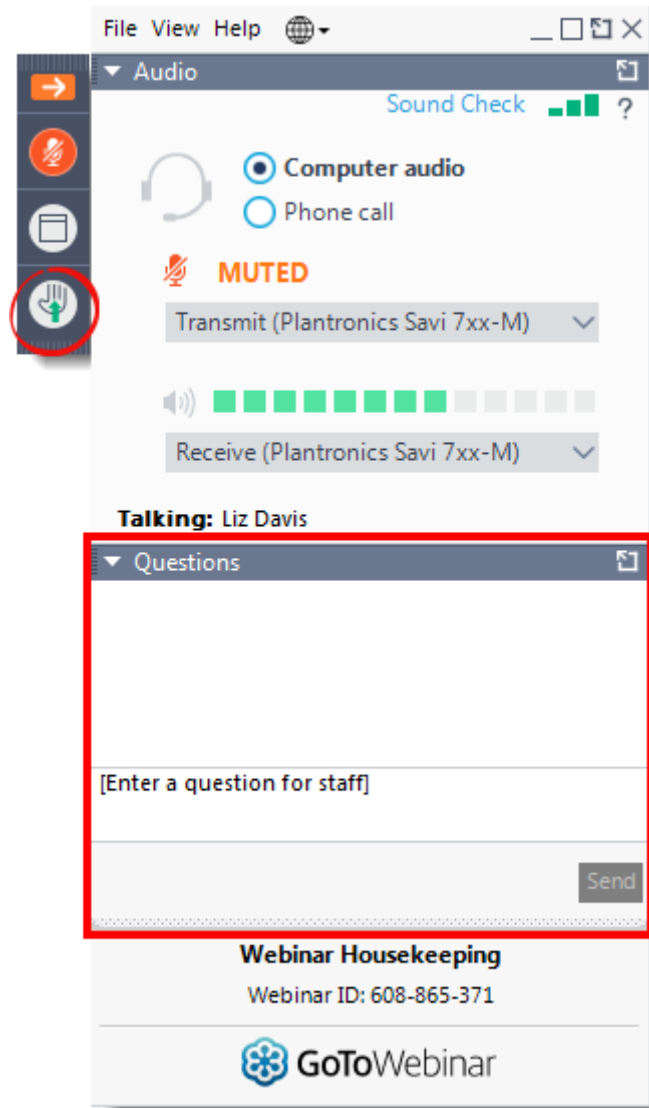
Your Participation

- Please continue to submit your text questions and comments using the Questions panel

- Please raise your hand to be unmuted for verbal questions.

Note: Today's presentation be provided on our website: https://gadnr.org/gosp
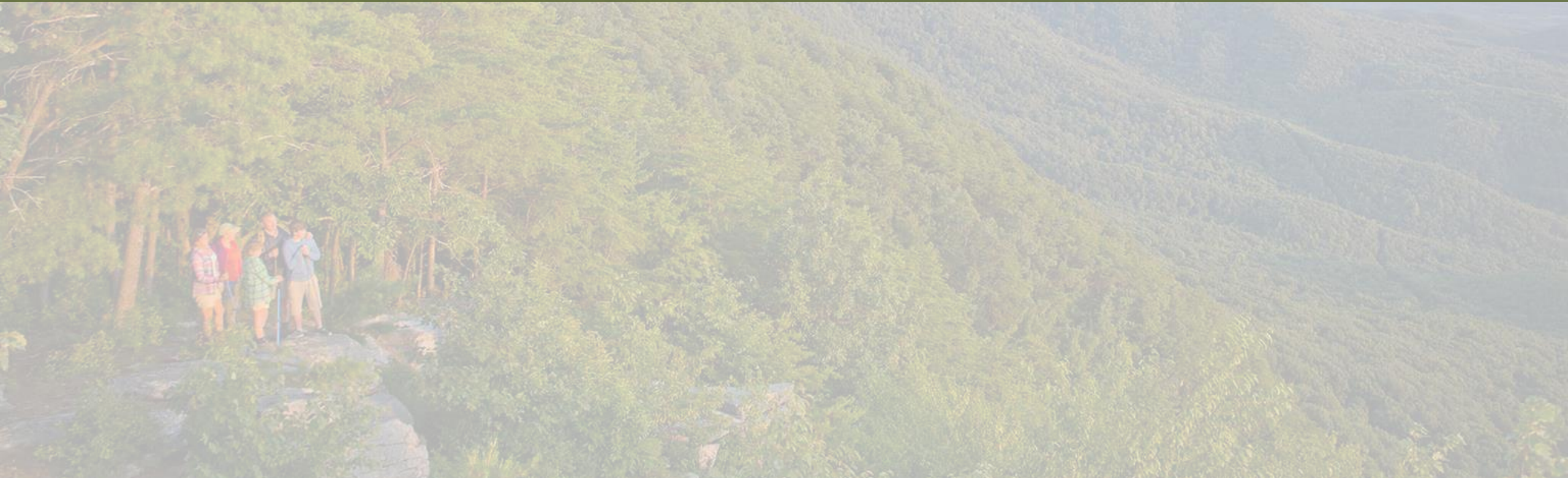
Applicant Poll

What type of organization do you represent?

a. City Government
b. County Government
c. State Government
d. Non-profit Organization
e. Other

Project Poll

Do you already have a project in mind or are you just gathering information on the program?

Should I Apply for GOSP or LWCF?

GOSP

- **Minimum** funding is $500,000
- Minimum match: 25% of total project
- Examples of competitive project types
  - Invasive species removal
  - Wildlife habitat acquisition
  - Riparian zone restoration
  - Reservoir enhancements
  - Trail construction
  - Canoe/kayak launch construction

LWCF

- **Maximum** funding is $500,000
- Minimum match: 50% of total project
- Examples of competitive project types
  - Baseball/softball field construction
  - Soccer fields
  - Restroom additions at existing parks
  - Splash pads
  - Ball field parking lots
  - Ball field fencing/lighting

Natural Resource-based Outdoor Recreation

**Natural Resource-based Outdoor Recreation is defined in the GOSA statute as:**

"Recreation in the form of boating, hiking, camping, fishing, hunting, running, jogging, biking, walking, or similar outdoor activities."

Typical LWCF Projects

The City of Bremen – $70,000 of LWCF assistance to replace ballfield fencing and backstops at the Bremen Sports Complex.

City of Varnell - $25,000 for a new playground added to their existing park, Peacock Alley.
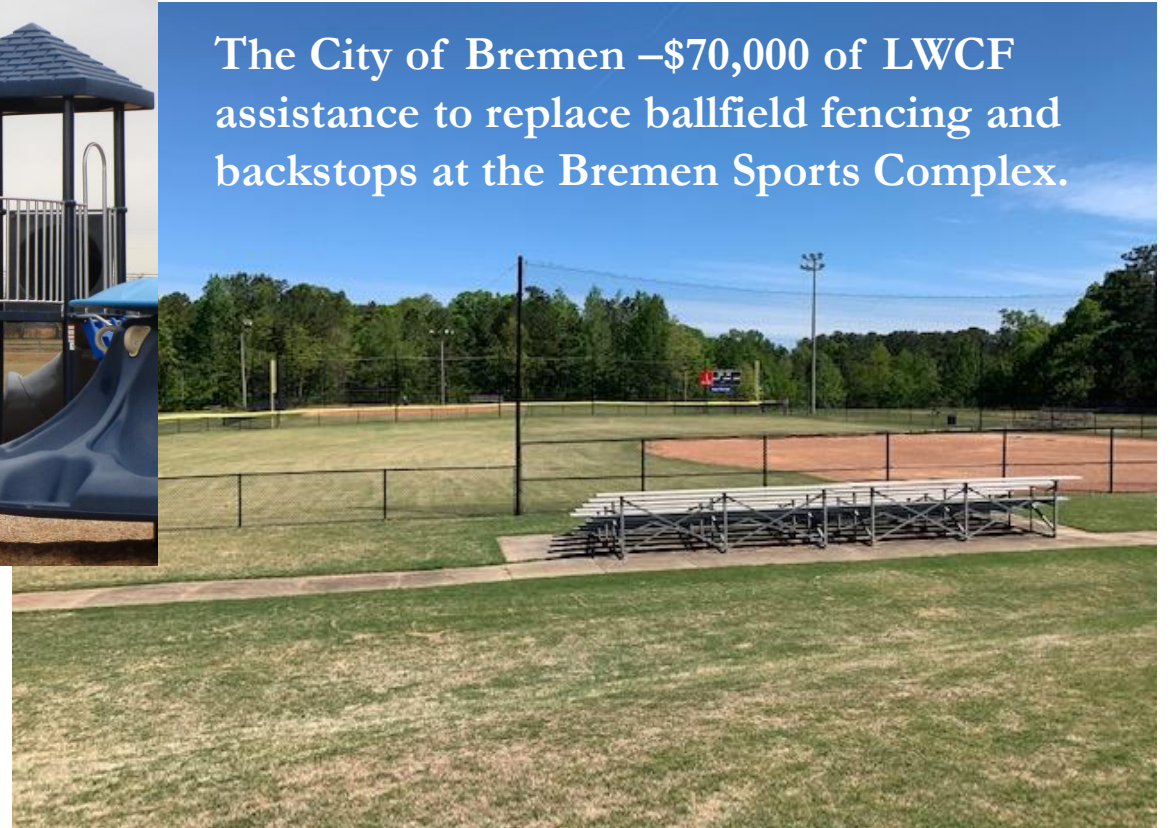
Typical GOSP Projects

Campground
construction

Critical habitat
acquisition

Reforestation

GEORGIA
DEPARTMENT OF NATURAL RESOURCES

Land & Water Conservation Fund (LWCF) Educational Webinar

June 2020

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Housekeeping Reminder

- Everyone will be muted

- Questions are encouraged

- Write questions in chat box

- Full Q&A at the end of the session

Note

This workshop does not contain all of the information and applicant responsibilities associated with LWCF. Applicants must adhere to all state and federal requirements.

www.gadnr.org/grants

LWCF Purpose

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

Where Does LWCF Funding Come From?

The LWCF Program is a federally funded grant program via the Department of Interior-National Park Service and is administered at the state level.

Funds are derived from the revenue from oil and gas lease sales on the Outer Continental Shelf.

Each state receives an appropriation based on a formula that includes the states population.

We are moving toward a bi-annual grant cycle. Therefore, the available funds will typically be two years of appropriations.

LWCF 2020-2021 Grant Cycle Timeline

June 2020
Educational
webinars

September 1
Pre-app period
opens

October 31
Pre-app period
closes

Nov – Dec
Pre-apps
reviewed & scored
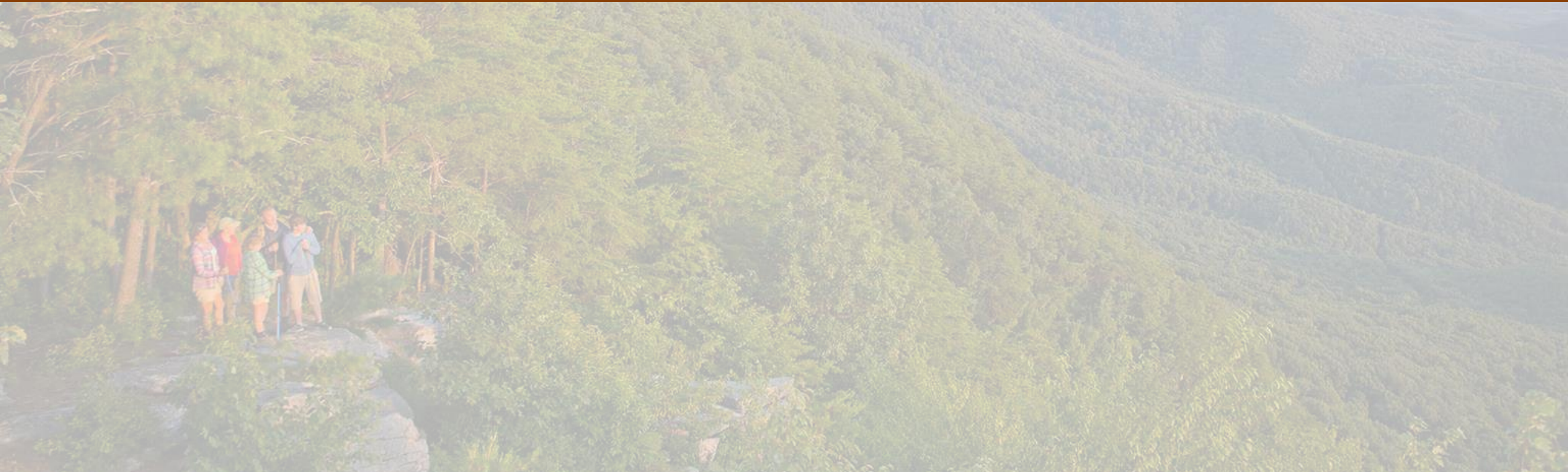
Feb 2021
2nd Level
Application
announcements sent

May 1
2nd Level
Applications
due

Fall 2021
Grant awards
released

Mid-late Fall 2021
Project can begin
grant agreement
fully executed &
attend financial
workshop

Applicants & Project Types

Who Can Apply?

- Qualified Local Government Agencies

- Legally constituted Recreation Authorities and Recreation Commissions

- Limited to 1 application/project

Project Types

Acquisition

Development

Renovation/Rehab

Projects compete within each category

Acquisition Projects

Acquisition projects:

undeveloped land for future development or recreation land that is not currently available to the general public.

Acquisition Projects

Eligible costs
limited to the appraised <u>land value</u>

Incidental costs (appraisals, attorney fees, title searches)
are <u>not</u> eligible

Development Projects

Development of outdoor recreation facilities and support facilities for public enjoyment and use

Key point is <u>public</u> <u>outdoor</u> recreation

Development Projects

Eligible

- ✓ Ballfields
- ✓ Trails
- ✓ Splash pad
- ✓ Restroom

Ineligible

- X Gymnasium
- X Senior centers
- X Semi/professional team arena

Renovation/Rehab Projects

Renovation/rehab of existing outdoor recreation facilities for public enjoyment and use

Renovation/Rehab Projects

Examples

Ballfields lighting replacement

Trail resurfacing from gravel to asphalt

Swimming pools converted to splash pad
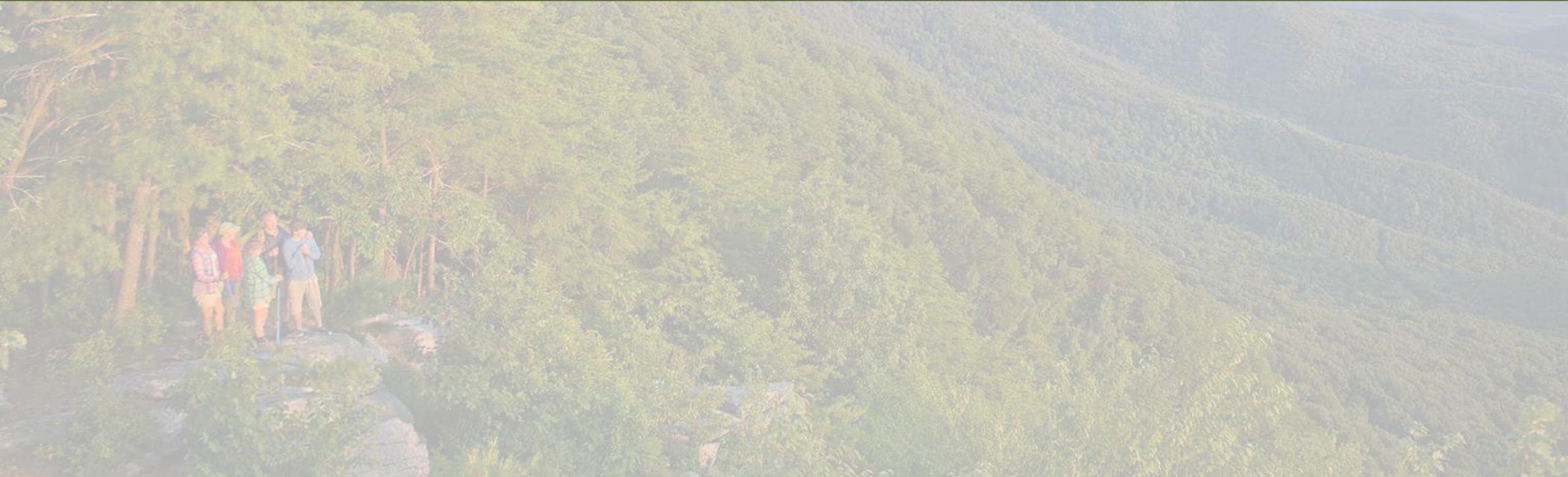
Changing tennis court to skate park

Project Types Summary

Give me your ballfields, your splash pads and ALL other outdoor recreation activities.

Funding

2020-2021 Available Funds

Appropriation by year

FY 2019- $3.5 million
FY 2020- $5.6 million

Total available **$9.1 million**

Minimum and Maximum Funding

LWCF requires dollar for dollar match

Maximum award of **$500,000**
equates to a $1 million project
==(new this year)==

Minimum award of **$25,000**
equates to $50,000 project

Reimbursement

- Reimbursement program

- Grantees pay **100%** and submit request reimbursement of **50%** of eligible costs

- 10% of funding is withheld until the closeout process is complete

Ways to match the grant

- Applicant's cash and cash donations

- Applicant's in-kind labor, equipment rental, and materials

- Donations of labor from private organizations & individuals (professional services, materials, and equipment)

- Discounts recorded as donations (services, equipment rental, or materials)

- Items must be associated with the project

Examples of Ineligible Items

- Design only projects

- Purchase of heavy equipment

- Roads outside of the park boundary

- Indoor recreation facilities (gymnasiums)

- Consulting services and planning

- Equipment and large tool purchase

- Travel and Meals

Examples of Ineligible Items (con't)

- Incidental acquisition costs
- Items prior to full execution of the grant agreement
- Administrative costs

  (office staff labor, facilities, overhead, etc.)
- Maintenance of equipment
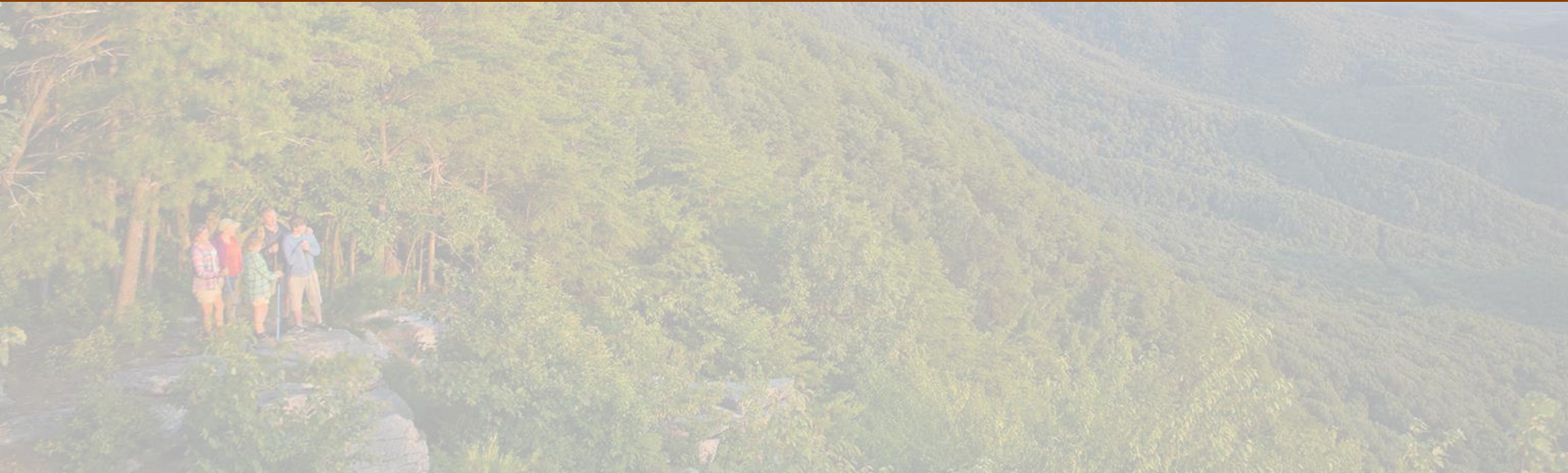
The Pre-Application

- Serves as the basis for selecting projects that continue in the approval process

- Is comprised of grading criteria, which accumulate a total score

- The criteria are derived from findings in Georgia's Statewide Comprehensive Outdoor Recreation Plan (SCORP)

- Selected projects will be invited to submit a Second Level Application

The Pre-Application

Tips

- Just because you don't answer/satisfy every criteria question does not mean the project will not be funded/denied.

- Using facts, not fluff results in a better-quality application.

- Being consistent throughout helps the reviewer understand your project.

- Understanding each question and clearly addressing it will result in greater points.

- We want you to be successful!

Pre-Application Requirements

- Transmittal Letter
- Current Resolution
- Site Map
- Boundary Map and/or legal description
- Location Map
- Narrative description
- Answers to criteria questions
- Budget/Cost estimate
- Any additional information (Comprehensive Plan, etc..)
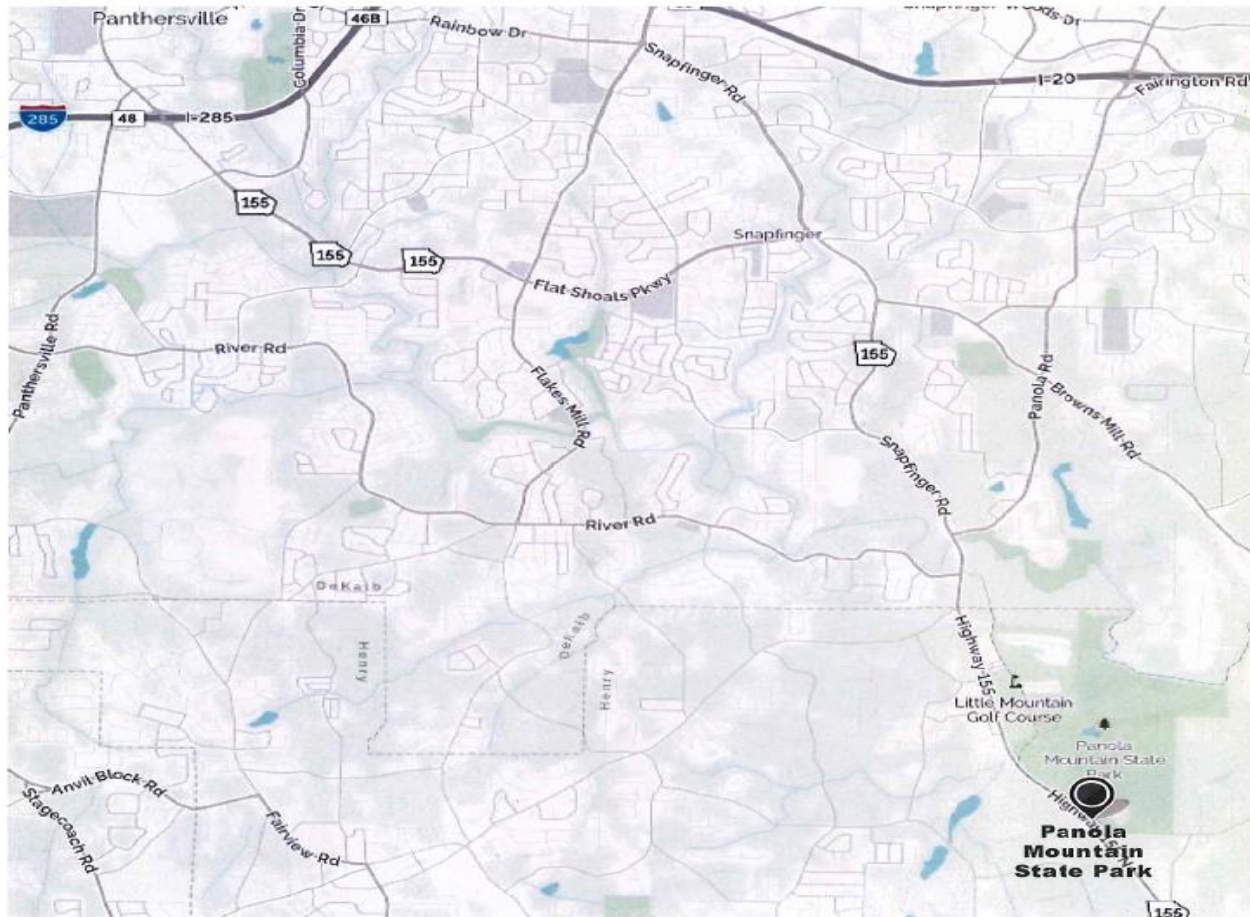
Combination Site & Boundary Map

Purpose: identifies recreation facilities & boundary
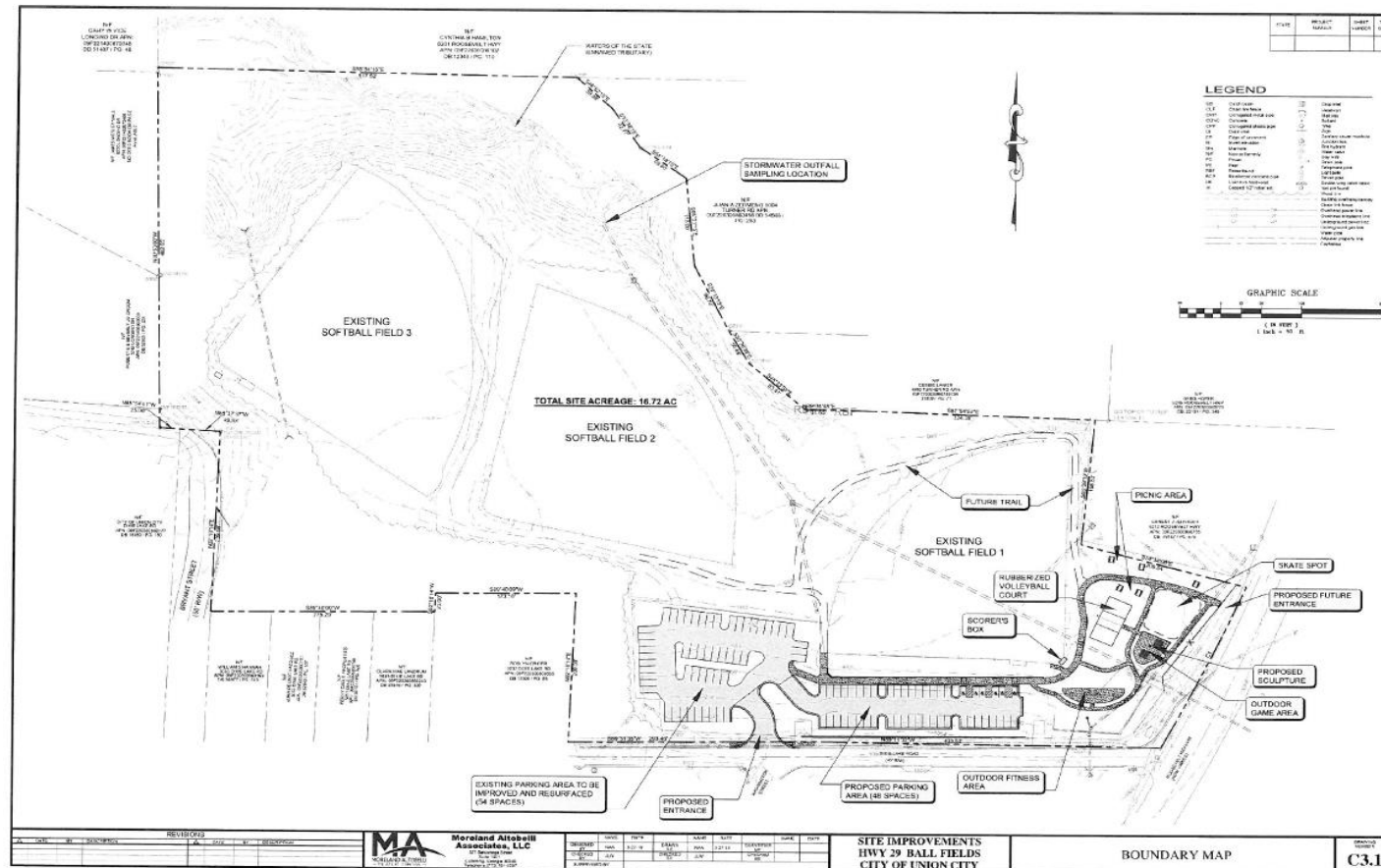
- ✓ North arrow
- ✓ Meets & bounds
- ✓ Scale
- ✓ Date of completion
- ✓ Site name
- ✓ Ingress/egress
- ✓ Acres

Location Map

Purpose: to locate the site effectively

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

Narrative

Purpose: a quick reference of the project elements

- One page max
- Make reference to each item included in the project (all facilities, donations, volunteers, etc.)

Project Budget

- Include all eligible items in your budget

- For Second Level application, minor budget tweaks only

- After grant award, budget changes may require a formal amendment request to National Park Service

- Major budget changes may result in withdrawal of project (bait & switch)

- Be very conscious of this when creating the budget

- You must adhere to it

Cost Estimate

City Park- trail improvements and renovations

Trail renovations

Henderson Park:

Bridge/Boardwalk construction (Red Trail)	$50,000.00
Trail improvements (steps, clearing, grading)	$12,000.00
Trail improvements (site preparation – work groups/maintenance crews)	
	$5,000.00

Kelly Cofer Park:

Bridge/Boardwalk construction	$7,000.00
Trail improvements (clearing, grading)	$5,000.00
Trail improvements (site preparation – work groups/maintenance crews)	
	$5,000.00

Smoke Rise Park:

Bridge/Boardwalk improvements	$8,000.00
Trail improvements (clearing, grading)	$4,000.00
Trail improvements (site preparation – work groups/maintenance crews)	
	$5,000.00

Benches	$10,000.00
Trash Receptacles	$4,000.00
Total budgeted costs:	$100,000.00
Total "in-kind" costs:	$15,000.00
TOTAL Project Cost:	$115,000.00

Project Budget (con't)

- Make sure donations appear in budget sheet

- Itemize all your costs

- Engineering & Design capped at 10% of the total cost

- Round up or down to nearest thousand (75,000 vs. 75,352)

Criteria
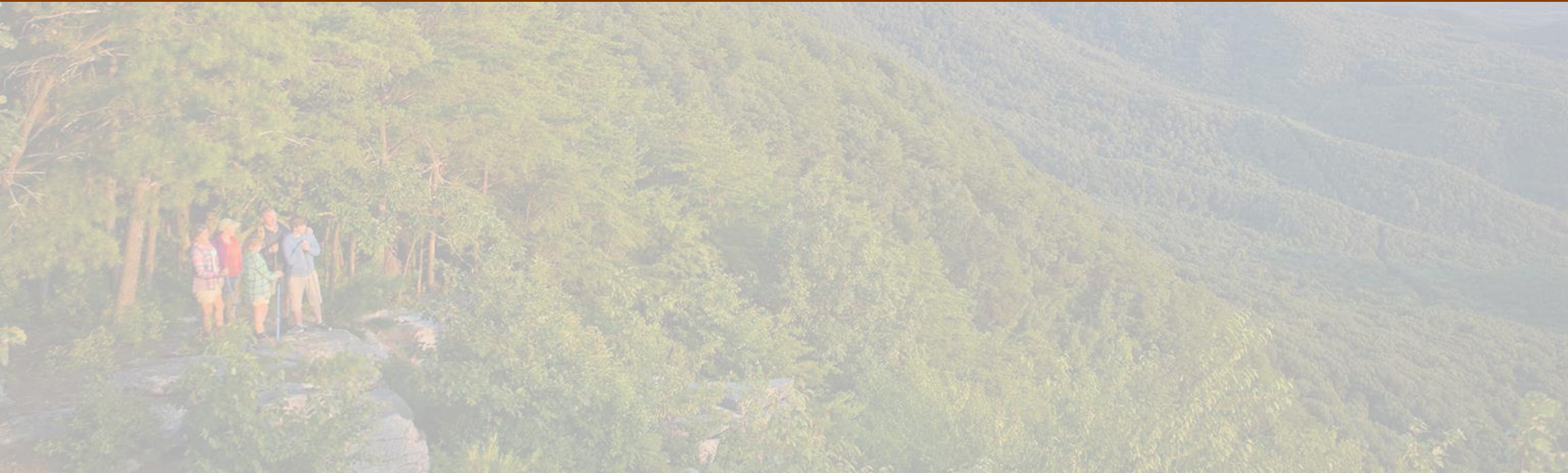
LWCF criteria questions are derived from what planning document?

Review Answer

LWCF criteria questions are derived from what planning document?

Statewide Comprehensive Outdoor Recreation Plan a.k.a. SCORP

Administrative Criteria

Every applicant must address the 4 criteria in this section

- **Unresolved Issues**
  Compliance issue, conversion, unresolved issue with Recreational Trails Program, on federal debarred list

- **LWCF Inspection History**
  Inspection of previous grant sites

- **Open Grants /Unfinished Projects**
  Active LWCF or Recreational Trails Program projects- delays in completing

- **Georgia HPD Site Review**
  Completed and favorable review by Georgia Historic Preservation Division a.k.a. SHPO (state historic preservation office)

Planning Efforts

Every applicant must address the 8 criteria in this section

- **Adopted Land-Use Planning Efforts**

    Policies, zoning, or land-use planning that specifically addresses recreation and conservation of natural resources.
    Copy of the plan's cover page & relevant pages highlighted <u>must</u> be included

- **Economic Booster**

    Current policies in place that encourage local contract work and/or resourcing materials from local businesses
    Copy <u>must</u> be included in order to receive points

- **Self-Sufficiency**

    Entrepreneurial and/or innovative ways to provide outdoor recreation services

- **Maintenance Plan**

    Resolving past & current maintenance issues including budget shortages

Planning Efforts (con't)

Every applicant must address the 8 criteria in this section

- **Education**
  Educating policy-makers, planners, practitioners, partners and/or the public to the importance and value of parks & recreation

- **Seeking Help with Challenges**
  Describe collaboration efforts to gain assistance in dealing with recreation-related challenges

- **Conservation Partnerships**
  Explain partnership with a conservation-based organization providing expertise, services, or financial support to preserve greenspace

- **Identifying Recreation Users**
  Describe efforts to identify populations currently not using your existing recreation facilities & programming

Rehabilitation Projects- criteria questions

Skip if your project is development or acquisition

- **Rehabilitating an LWCF-funded Site**
    Site has had past LWCF grant dollars

- **Rehabilitating Parks near People**
    Project site is located near where people live and work   A labeled map <u>must</u> be included

- **Rehabilitating Corridors**
    Project is a trail that provides connectivity   A labeled map <u>must</u> be included

- **Rehabilitation for Specific User Groups**
    Project addresses insufficient recreation for specific user groups (think prior planning question)

Rehabilitation Projects- criteria questions

Skip if your project is development or acquisition

- **Nature of Rehabilitation**

    Will project replace obsolete facilities; convert to new design standards; expand current level of use; etc.

- **Rehabilitation to Eliminate Barriers**

    Describe the barriers that discourage park use & how the proposed project will address the barrier

- **Environmentally-Sensitive Design**

    Project design is responsive to the environment and user experience. A copy of design <u>must</u> be included to earn points.

Development Projects- criteria questions

Skip if your project is renovation or acquisition

- **Type of Recreation**
  Describe the types of recreational opportunities that this development project will provide.

- **Developing Parks near People**
  Project site is located near where people live and work   A labeled map <u>must</u> be included

- **Developing Corridors**
  Project is a trail that provides connectivity   A labeled map <u>must</u> be included

Development Projects- criteria questions

Skip if your project is renovation or acquisition

- **Development for Specific User Groups**
  Project addresses insufficient recreation for specific user groups (think prior planning question)

- **Development to Eliminate Barriers**
  Describe how project will address barriers

- **Environmentally-Sensitive Design**
  Project design is responsive to the environment and user experience
  Copy of design <u>must</u> be included to earn points

Acquisition criteria questions

Skip if your project is renovation or development

- **Conservation Values**
  Describe why this land needs to be purchased
  Include a map that indicates the parcel/tract being acquired.

- **Recreation Areas**
  Describe the acquisition in terms of expanding an existing LWCF site; expanding an existing non-LWCF site; establish a new park site; and/or secure an in-holding

- **Acquiring Land for Parks near People**
  Is acquisition near where people live and work
  A labeled map <u>must</u> be included in order to earn points

- **Purchasing Corridors**
  Is acquisition for a trails system that would increase connectivity
 A labeled map <u>must</u> be included in order to earn points

Partnership Development criteria questions

Every applicant must address the 3 criteria in this section

- **Number of Financial Partners**
  Letter from each partner describing their commitment
  (volunteer hours, donation of cash or materials, or professional services)
  Letters of support <u>do not</u> constitute a financial commitment

- **Types of Partners**
  Describe type of partners listed in question above & their core mission
  (business, volunteer group, local government, etc.)

- **Alternative Funding Sources**
  Describe efforts made to secure alternative funding sources other than the LWCF grant
  (foundation grants, SPLOST, business, industry, etc.)
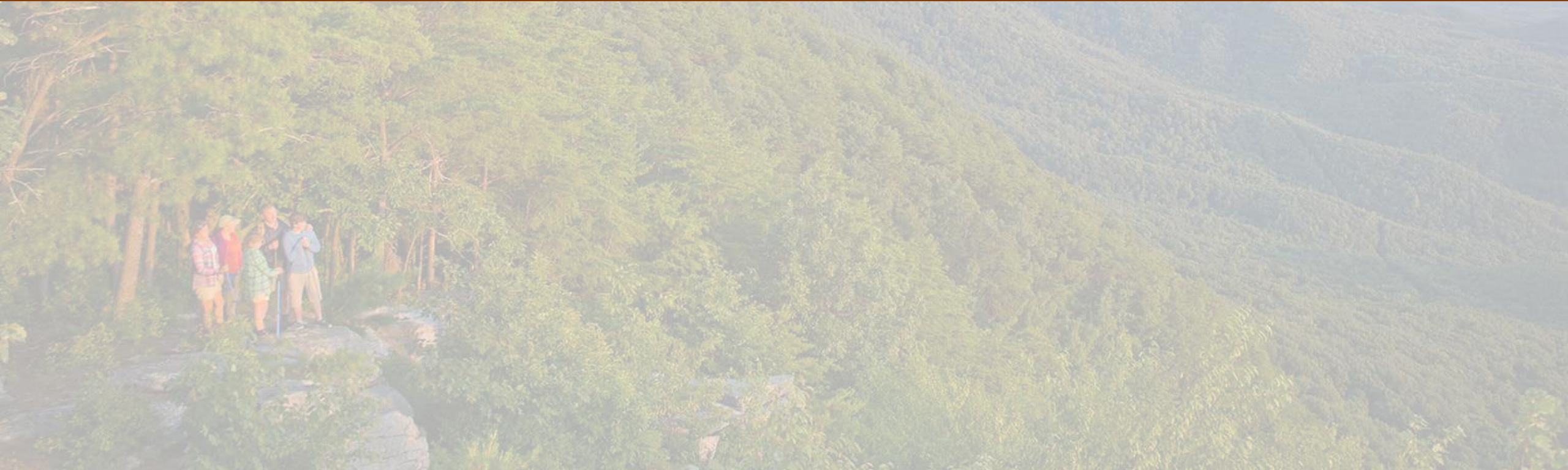
# The Second-Level Application

- Formatting information for National Park Service review & approval
- Boundary Map finalized
- Budget/Cost estimate tweaked
- Pre-award inspection completed
- Environmental Review Documents
  - Applicant to comply with NEPA review requirements
  - Agency reviews to be completed by GADNR on behalf of the applicant:
    - Wildlife Resources Division (WRD) Review
    - Historic Preservation Division (HPD) Section 106 Review, if not completed
    - Georgia Department of Transportation (GDOT) Review
    - Floodplain Encroachment Review(EPD) Review
    - United States Fish and Wildlife (USFW) Review

Independent Appraisal Review

- All appraisals are subject to an independent appraisal review **for applicants who are invited to the second-level application stage only**

- This is required to determine fair market value

- Appraisals will be sent to DNR & forwarded to reviewer on behalf of the Applicant

- Costs for the independent review is the responsibility of the Applicant and is not eligible for reimbursement.
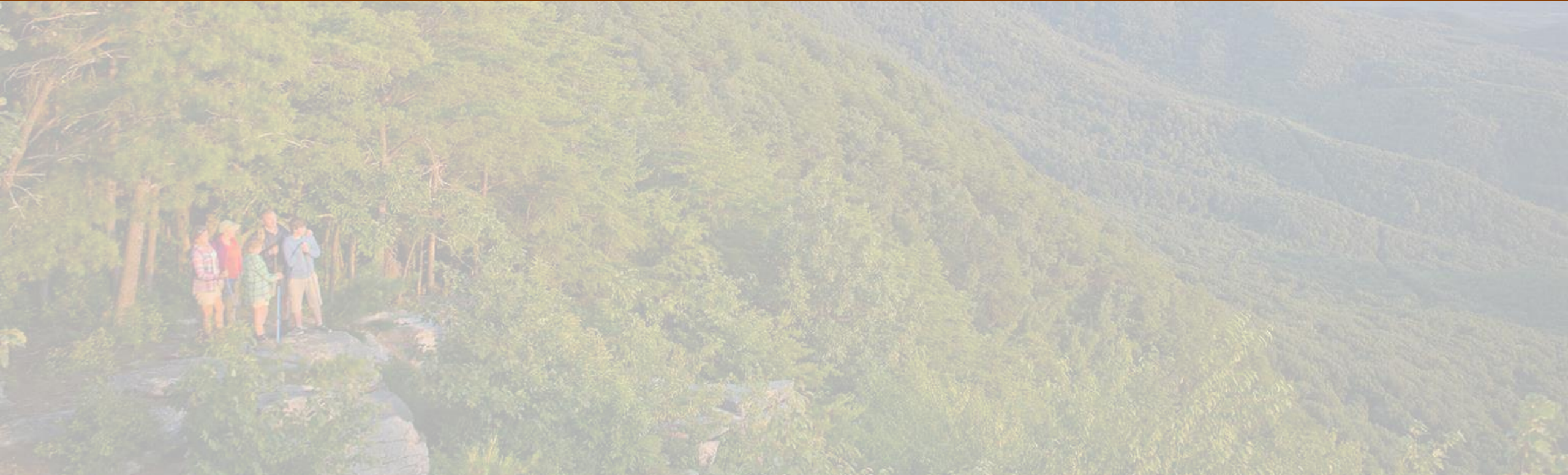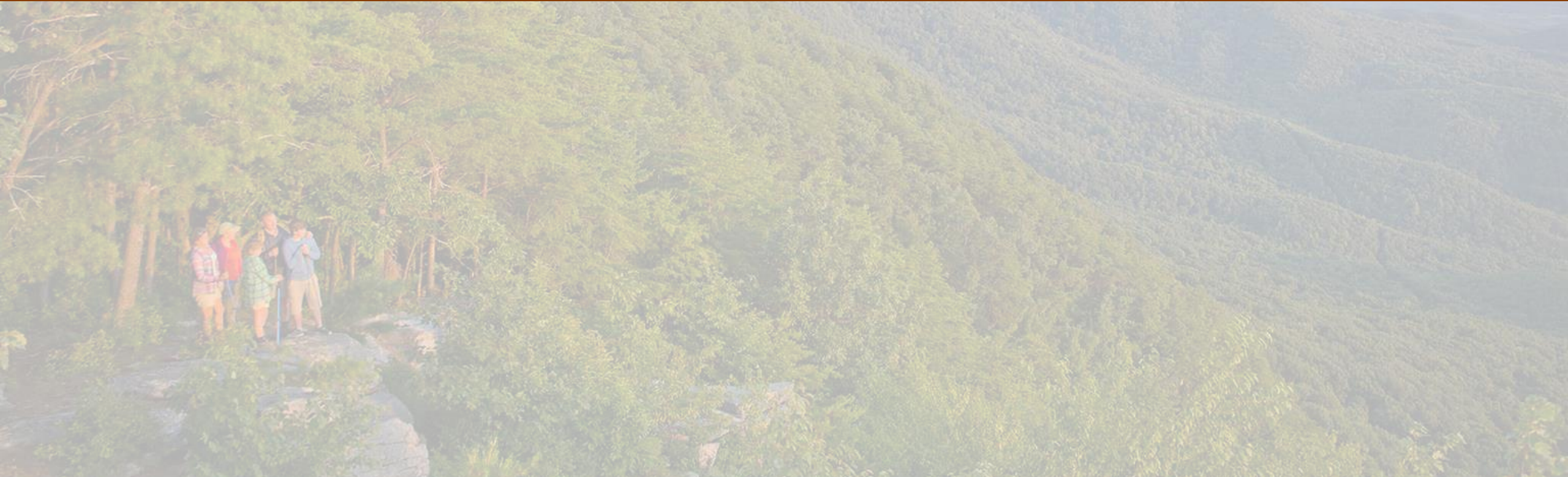
After application is approved by NPS

- Attend a mandatory financial work session prior to starting construction

- Reimbursement process will be covered in depth

- 24 months to complete project

- Submit quarterly reports

- Record **'notice of limitation of use'** on property

Close Out

- Close out must occur within 30 days of project completion

- Submit final reimbursement request

- DNR review all reimbursement documents & file including 'notice of limitation of use'

- DNR completes final inspection

- Appropriate acknowledgement signage

- Approval to close from National Park Service

- Final grant dollars released

Perpetual obligations after grant closure

- Acquisition projects must be developed within 3 years of acquisition

- Property must be properly maintained and kept inviting to the public

- Property must be kept available for <u>outdoor recreation</u> in perpetuity

- Yes, that means FOR-EV-ER!

Trivia Question

What county was the first LWCF local grant awarded to?

Trivia Question

What county was the first LWCF local grant awarded to?

**Putnam County
Oconee Springs Park
1966**

LWCF Educational Webinar

A copy of this presentation will be available at
www.gadnr.org/grants

Land & Water Conservation Fund (LWCF)
Educational Webinar

Questions?

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GEORGIA
Department of Natural Resources

Georgia Outdoor Stewardship Program (GOSP) Educational Workshop

June 2, 2020

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Notable Items

- Are you the main point of contact? Will you be the one completing the applications?

- The GOSP rules, forms, and program manual are available at: www.gadnr.org/grants.

- This is a long process. Agreements are anticipated to be signed this time next year!

- This workshop does not cover all applicant responsibilities. Always refer to the manual.

- GOSP, GOSA, and Conserve Georgia are interchangeable terms.

GOSA Mission

Coordinate and administer funding to provide stewardship for state parks, state lands and wildlife management areas; support local parks and trails; and protect critical conservation land.

GOSP Background

- For close to two decades, Partners and Non-Governmental Organizations sought after a funding mechanism, dedicated to securing the future of our critical natural resources.

- During the 2018 general election, GOSA (Georgia Outdoor Stewardship Act) was passed by voters with 83% voter approval.

- The Georgia Outdoor Stewardship Program became active on July 1, 2019, ushering in the inaugural 2019-2020 funding cycle.

Where Does GOSP Funding Come From?

- GOSA is funded from the state portion of sales and use taxes from sporting goods stores collected on outdoor recreation equipment.

- The actual amount for each cycle will be influenced by actual tax receipts from the previous year.

- Allocations for each funding pool (Local Parks and Trails of Regional Significance, State Stewardship, and State Acquisition) will be determined by the Board of Trustees during the project approval period.
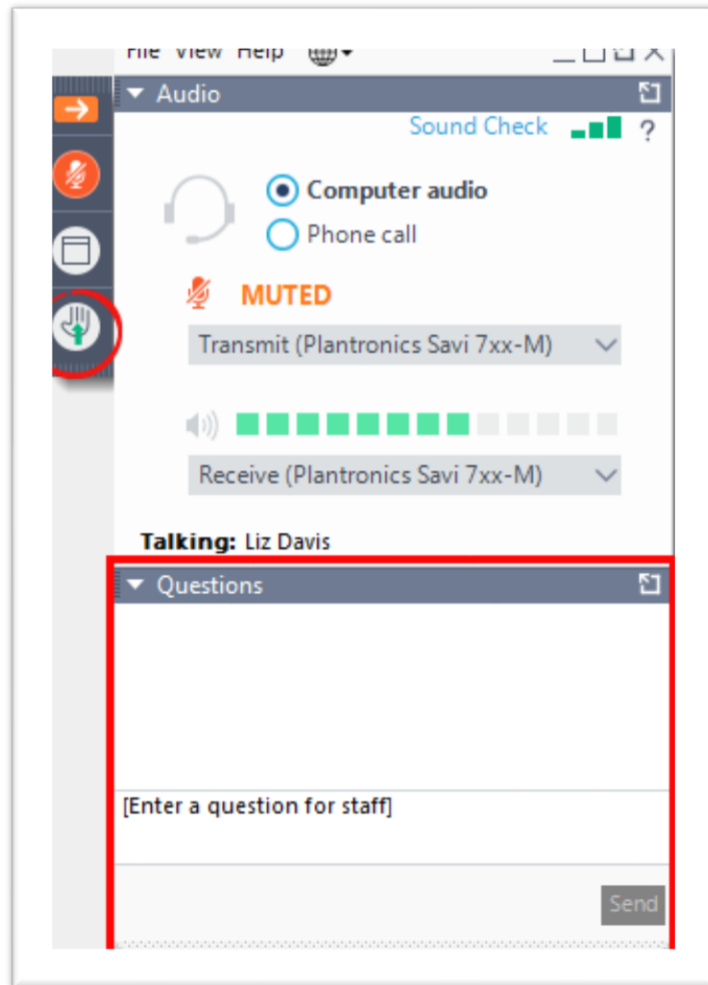
GOSP Terms
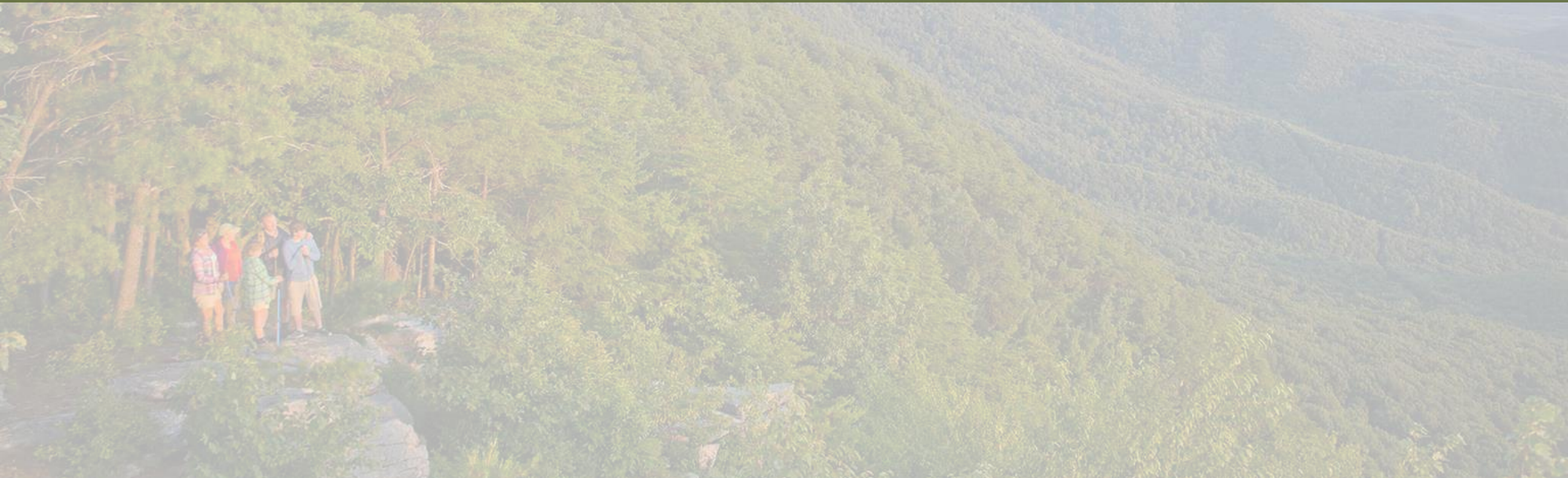
Frequently Used Terms in GOSP

- "Natural-resource recreation" means recreation in the form of boating, hiking, camping, fishing, hunting, jogging, biking, walking or similar outdoor activities.
    - **These examples are taken straight from the GOSA statute.**

- "Stewardship" is defined as maintenance, restoration, or improvement projects.

- "Regional Significance" can be defined as serving a greater community beyond the local area, adding value to neighboring or distant communities, adding to or enhancing Georgia's state-wide resources, or impacting economic growth beyond the project's host community.
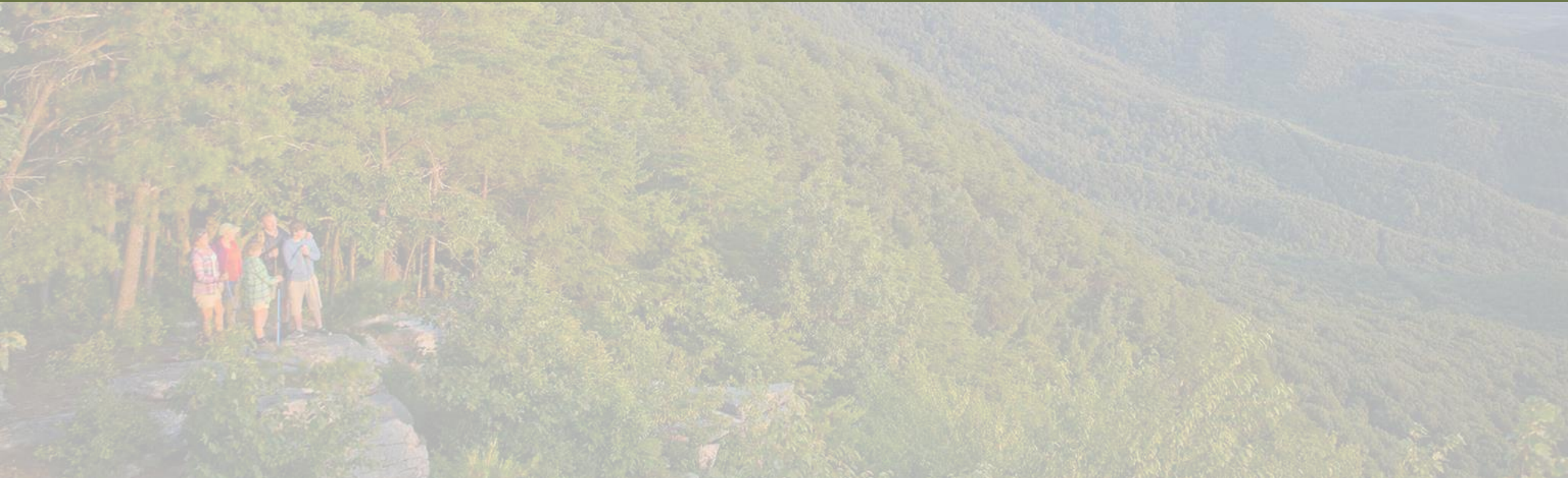
Pause for Questions

Your Participation

- Please continue to submit your text questions and comments using the Questions panel

- Please raise your hand to be unmuted for verbal questions.

GOSP Structure

The GOSP Board of Trustees

- Accepts, evaluates, and approves project proposals in accordance with priorities established by the GOSA legislation and priorities established by the Board of Trustees.

- Projects approved by the Board of Trustees are then reviewed for approval by the Board of Natural Resources and the appropriations subcommittees maintaining oversight authority over GADNR and GEFA.

The GOSP Board of Trustees

The Board of Trustees consists of 11 members as follows:

Voting Members
- The Commissioner of the Georgia Department of Natural Resources (Chairperson of the Board)
- The Director of the State Forestry Commission
- The Director of the Environmental Protection Division (EPD) of the Department of Natural Resources
- The Commissioner of Transportation
- Two members appointed by the Speaker of the House of Representatives
- Two members appointed by the President of the Senate

Ex Officio, Nonvoting Members
- The director of the DNR Coastal Resources Division
- The director of the DNR Wildlife Resources Division
- The director of DNR State Parks and Cultural Resources Division

GOSP FY 2020-2021 Grant Cycle Timeline

June 2 – June 25: Webinar – based Formal Workshops are conducted

August 1, 2020 – October 16, 2020: Pre-application Period is open

October 17– December 31, 2020: Applications are reviewed

January - Spring 2021: Proposals are approved, and 2nd Level Application invitations are sent to prospective Grantees

May 30, 2021: 2nd Level Applications are due.

Projects begin after attending a Financial Workshop and mutually signing a Project Agreement – Summer 2021

Minimum and Maximum Funding

Local parks and trails projects have a $500,000 minimum and a $3,000,000 maximum funding threshold.

Loans are also available to interested Applicants

There is no minimum or maximum amounts for State Stewardship or State Acquisition projects.

Match, Reimbursement, and Term

- Grantees pay for 100% of the total project cost and then submit for reimbursement of 75% of eligible costs.

- Applicants must provide at least 25% of the total project cost as match.

- Final 25% of funding is held in retainage.

- Projects must be completed within 24 months of an executed project agreement

Who Can Apply?

- All Qualified Local Governments

- Constituted Recreation Authorities

- State Agencies

- Nongovernmental Entities

Nongovernmental Entities

Any nonprofit organizations registered with the Secretary of State's office, **primarily concerned** with the protection and conservation of land and natural resources, as evidenced by its organizational documents.

Ineligibility

- Applicants that have active or previously awarded grants through the Georgia Department of Natural Resources (GADNR) which are currently deemed inactive by the Department.

- Entities not in good standing with the Department of Community Affairs (DCA).
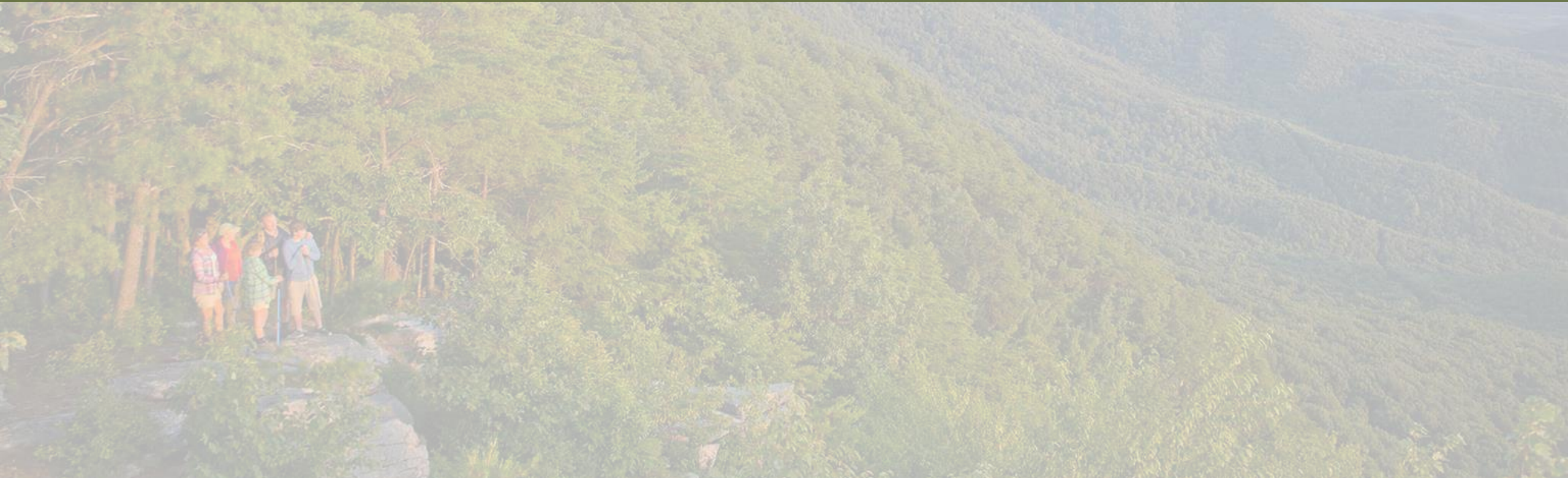
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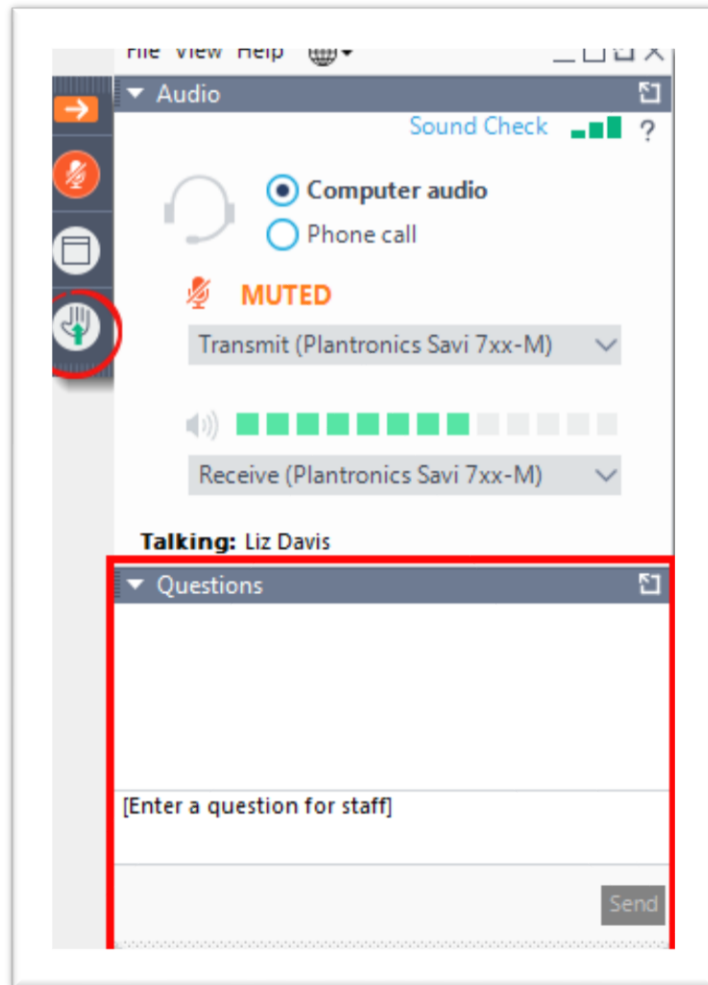
Your Participation

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- Please raise your hand to be unmuted for verbal questions.

Project Types

Project Selection

Applicants may only submit **ONE** proposal per cycle but may submit in subsequent cycles.

Applicants may also submit a Land and Water Conservation Fund (LWCF) project, although neither can be dependent upon the other's approval.

Project Funding Types

- Local Parks and Trails of State and Regional Significance

- State Stewardship

- State Acquisition

Local Trails and Parks of Regional Significance

Available to **local governments, constituted recreation authorities, and nongovernmental entities** for:

- Acquisitions of property, to include conservation easements
- Local stewardship funding for maintenance, restoration or improvement projects
- **Combination projects** that involve both the acquisition of land,, lease, or conservation easement purchase, **AND** a maintenance, restoration or improvement project.

State Stewardship

State of Georgia agencies and nongovernmental entities only.

These entities may apply for maintenance, restoration or improvement projects to enhance public access, use or safe enjoyment of permanently protected conservation land and current State-owned parks.

Local governments and constituted recreation authorities MAY NOT apply for State Stewardship grants.
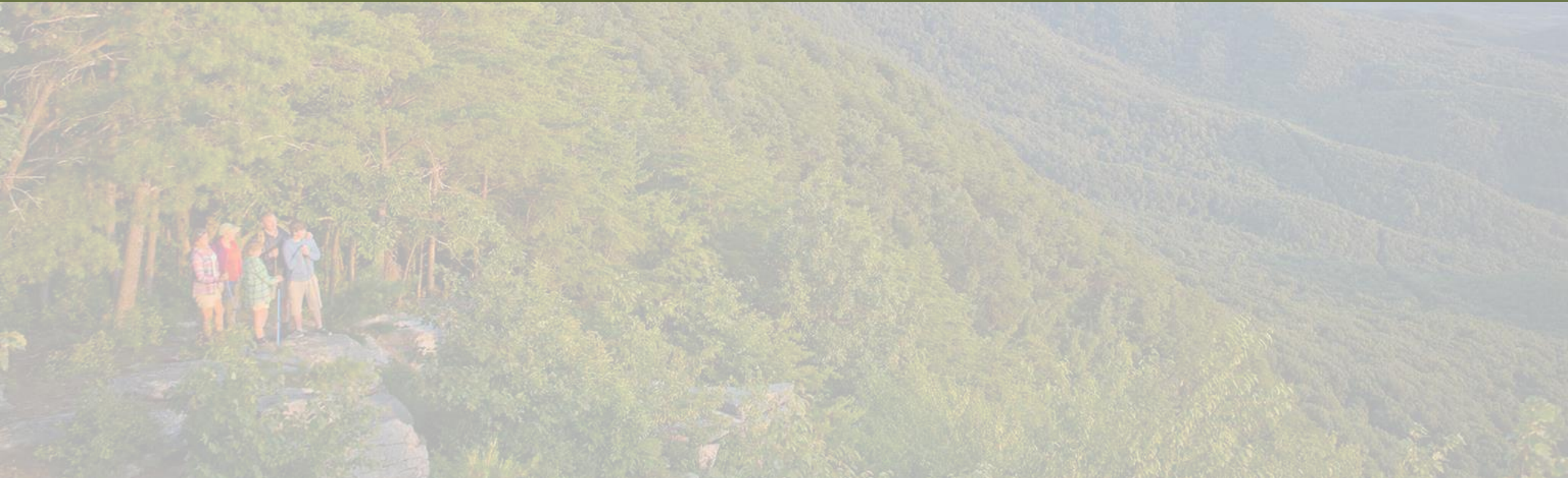
State Acquisition

State of Georgia agencies and nongovernmental entities only may apply for either of the two distinct projects below:

- Acquisitions of property, to include conservation easements

- **Combination projects** that involve both the acquisition of land, either through fee-simple or conservation easement purchases, **AND** a maintenance, restoration or improvement project.

Local governments and constituted recreation authorities MAY NOT apply for State Acquisition grants.

Eligible Match Items

- Engineering, planning, environmental reviews, and grant writing within 18 months of the anticipated agreement date, limited to 10% of the total project.

- Applicant direct expenses

- Funds secured via external grant
  (must be available at the time of application **OR** supported by a resolution securing alternate funding.)

Eligible Match Items

- Discounts for services, equipment rental, or materials (must be recorded as a donation)

- In-kind labor, volunteers, and materials provided by the Applicant or from private entities
  - In-kind or donations of unskilled labor hours are capped at $11.40 / hour.
  - Skilled labor must use the Georgia **Median Hourly Wage** standards for the most comparable occupation identified on the U.S. Bureau of Labor Statistics site (https://www.bls.gov/oes/current/oes_ga.htm).

Match Exercise

What items are you considering to submit as your match?

Eligible Reimbursement Items

- Expenses directly related to the acquisition of Real Property, Leases, or Conservation Easements
  - Purchase Cost (**Must not exceed highest appraised FMV**)
  - Independent appraisal reviews as required by GADNR
  - Legal fees directly associated with the conveyance of real property or conservation easements
  - Environmental reviews
- Permits
- Equipment rental costs
- Direct Materials and purchases
- Contractual services directly related to the project scope

Examples of Ineligible Match or Reimbursement Items

- Consulting services (except grant writing as defined previously)
- Indirect / incidental costs
- Large equipment and tool purchase
- Travel and meals
- Grand openings
- Items paid for outside of the project agreement dates
- Administrative costs (office staff labor, facilities, overhead, etc.)
- Maintenance of equipment
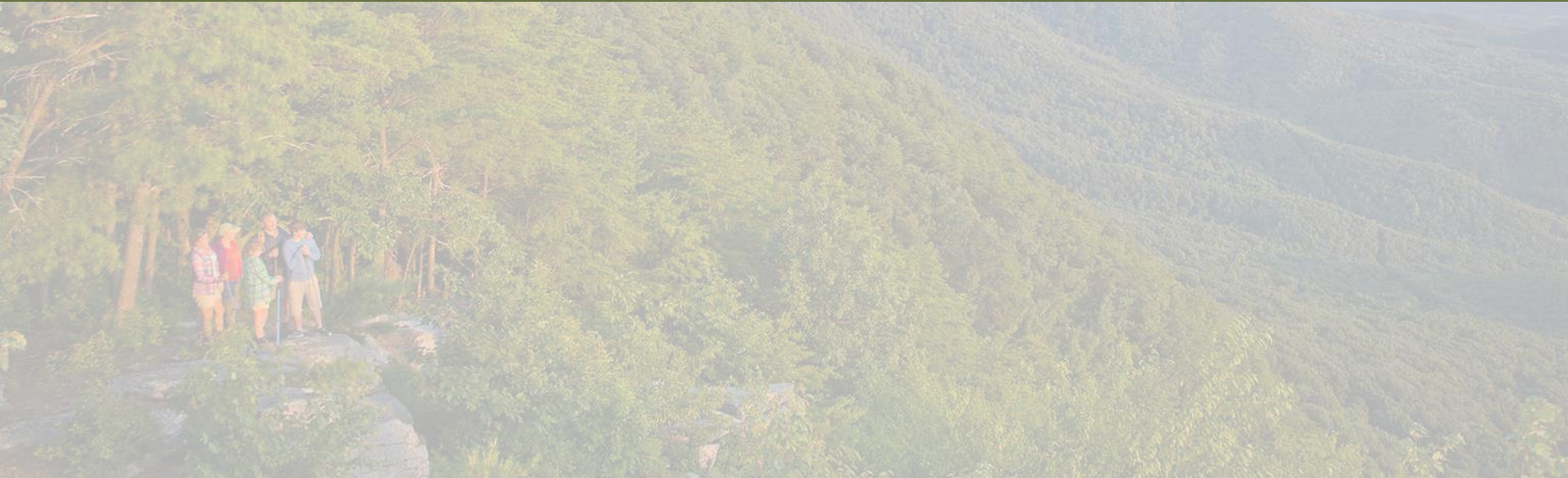
Pause for Questions
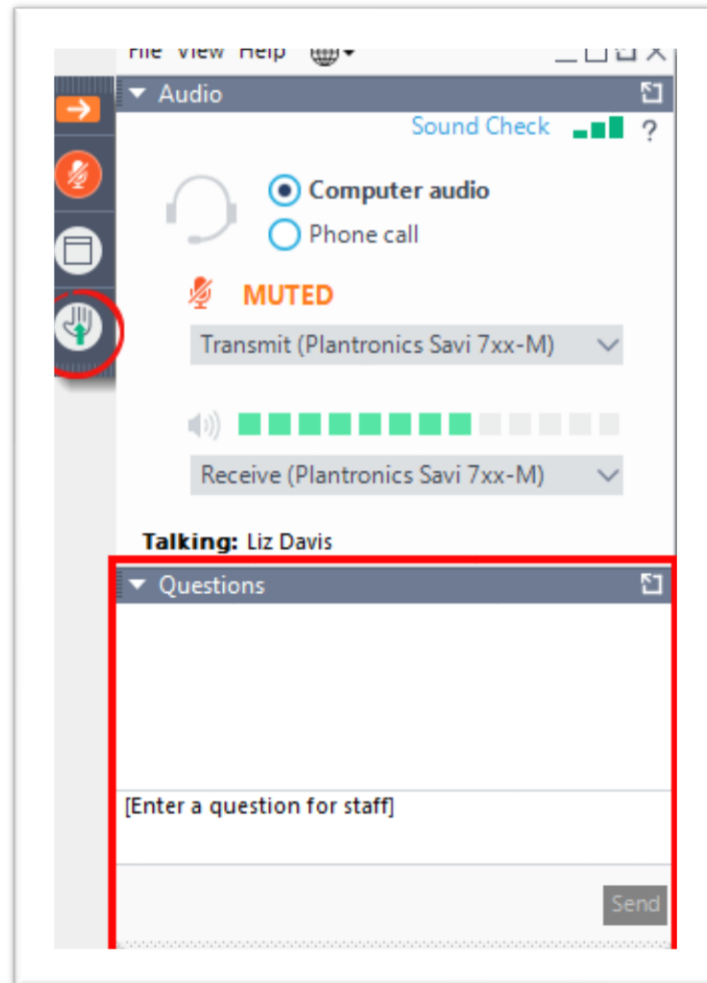
Your Participation

- Please continue to submit your text questions and comments using the Questions panel

- Please raise your hand to be unmuted for verbal questions.

GEORGIA
Department of Natural Resources

The Pre-Application

Grant Application Poll

Have you ever completed and submitted a grant application in the past?

The Online Application Process

- 100% online process

- Access available at www.gadnr.org/grants

- A YouTube tutorial link, helping you navigate our applications, will be available very soon at: www.gadnr.org/grants

The Pre-Application

- The Pre-Application is the initial stage of the competitive application process.

- Serves as the basis for selecting which projects advance towards approval.

- It is fundamentally comprised of weighted grading criteria, which accumulate a total score.

- Selected projects will be invited to submit a Second Level Application.

Effective Narratives

- Have the manual open while completing the narratives.
  - Many questions have qualifying elements (monetary value of support, core missions of conservation, etc.).

- Make it easy for the Reviewer to measure the impact of your project. Many questions are graded relative to your competitors' narratives.

Effective Narratives

- Use facts, not fluff. Save most of the public support/need discussion for those specific questions.

- Clearly differentiate between elements to be funded vs. existing elements.

- Focus on the benefits of THIS project vs. how this project will improve associated/existing amenities.

Criteria Question Tutorial

- The first 11 questions are for all Applicants.
  - The project type prompts remaining questions relative to you.

- Understand what each question is asking and clearly address it.

- Use the criteria as your guide. Think very critically about POTENTIAL project elements.

- Not answering "Yes" to every question doesn't mean you will score poorly

- Some questions are objective, whereas others are subjective.

Question 1 – Matching Funds

Max Points	10 points
Criteria Question	Can you provide matching funds greater than 25% of the total project?
Scoring Metric	< 25.0% = ineligible 25.0% = 0 points 25.1% - 34.9% = 2 point 35.0% - 49.9% = 4 points 50.0% - 64.9% = 6 points 65.0% - 74.9% = 8 points ≥ 75.0% = 10 points

Question 5 – Recreational Opportunity

MAX POINTS	**25 POINTS**
Criteria Question	Will this project provide nature-based recreational opportunities?
Criteria Details	Applicant must list all nature-based outdoor recreation opportunities (hunting, fishing, hiking, biking, boating, camping, wildlife viewing, etc.) provided by the acquisition or development of this property.
Required Documents	Map or other document showing the availability of all listed activities. (i.e. If applicant lists "camping" as an activity, applicant should mark the campsite on the property)
Scoring Metric	Applicant will receive 5 points for each activity, for up to 25 points total.

- Hunting
- Fishing
- Hiking
- Biking
- Boating/canoeing/kayaking
- Camping
- Wildlife viewing
- Other
- None

Question 5 – Cultural and Historical Value

Max Points	10 points
Criteria Question	Does this project include the acquisition or stewardship of land with a cultural or historical value?
Criteria Details	Applicant must demonstrate how the property has local, regional or state-wide cultural and/or historical value and describe how this project adds to or enriches that value.
Scoring Metric	Applicant will be awarded up to 10 points based off the property's historical and cultural value, which may also be supported by provided documentation.

Question 8 – Project Impact

Max Points	**25 points**
Criteria Question	Is this project regionally significant?
Criteria Details	Applicant must demonstrate how this project serves a greater community beyond the local area; provides value to neighboring or distant communities; or adds or enhances Georgia's state-wide resources beyond the host community.
Scoring Metric	Applicant will be awarded points based off the project's regional significance as demonstrated through the provided narrative.

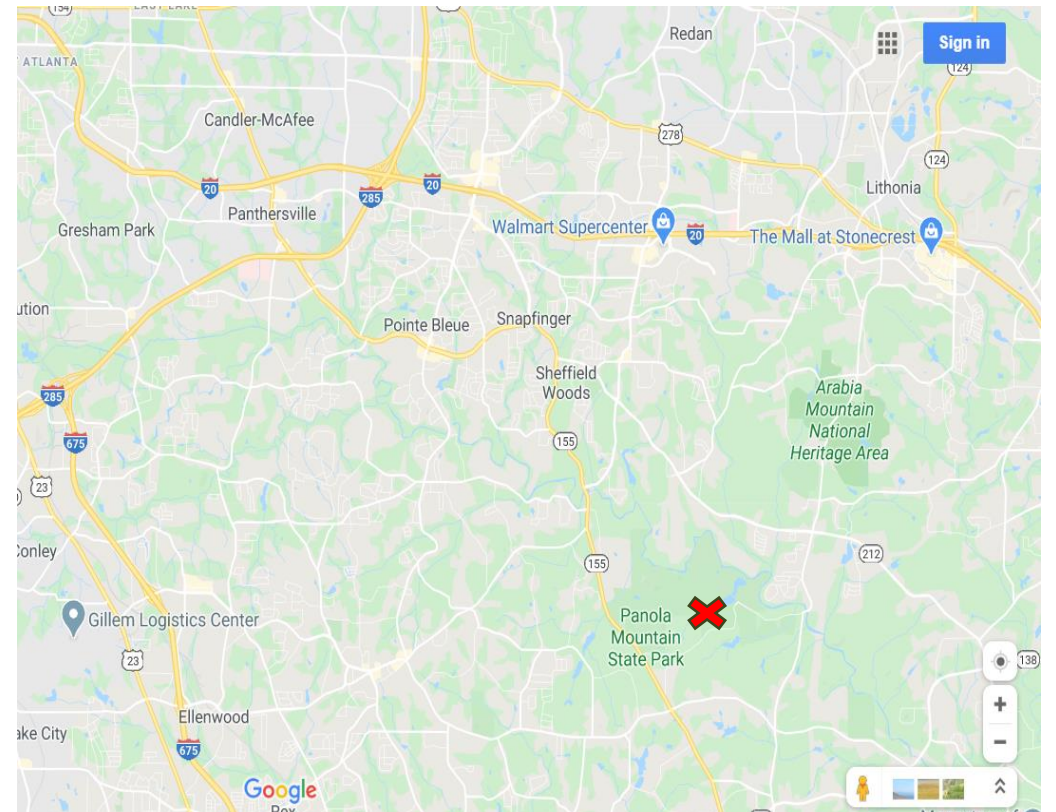# Additional Requirements of All Applicants

- Pre-Application Cover Letter

- Preliminary Site Plan / Conceptual Plan

- Project Boundary map

- Property Location Map

- **Generalized** cost estimate/Project Budget

Boundary and Location Maps

Boundary Map
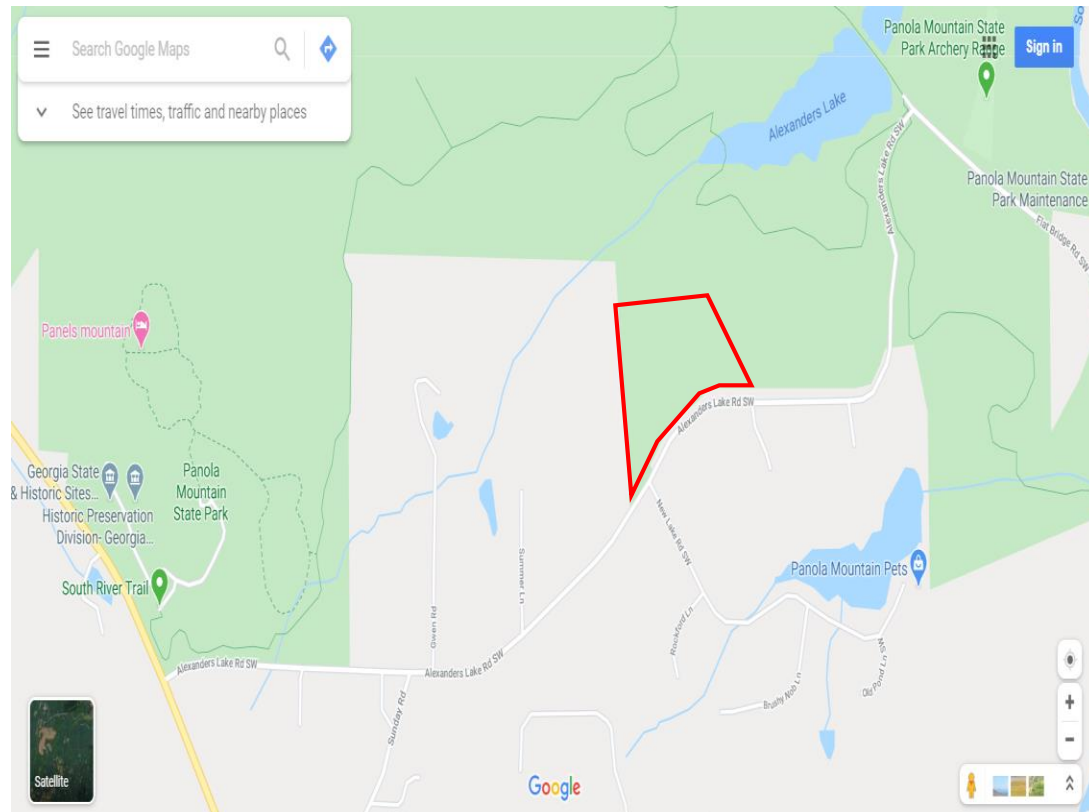
Location Map

Additional Requirements of All Applicants

- A resolution adopted by the governing entity of the applicant authorizing the application and committing all necessary funds

- Current copy of the lease or conservation easement if applicable

- Signed statement from landowner expressing support if applicable

- Two Appraisals (Acquisition only and subject to a reimbursable independent review)

Project Budget – All Applicants

- **Must utilize the form on our website: www.gadnr.org/grants.**

- Include everything in your budget. Only included eligible items.

- Should be **generalized, but still comprehensive,** in the Pre-Application.

- You must adhere to your budget. All project items must be completed to successfully close out your project and receive your retainage.

- **Budget changes may require a formal amendment request or completion of a new application – Consider changes carefully!**

Understanding the Project Budget Worksheet

GEORGIA OUTDOOR STEWARDSHIP PROGRAM
DEPARTMENT OF NATURAL RESOURCES
PROJECT BUDGET WORKSHEET

Grantee:

Project Name:

Project #:   Date:

Project History		

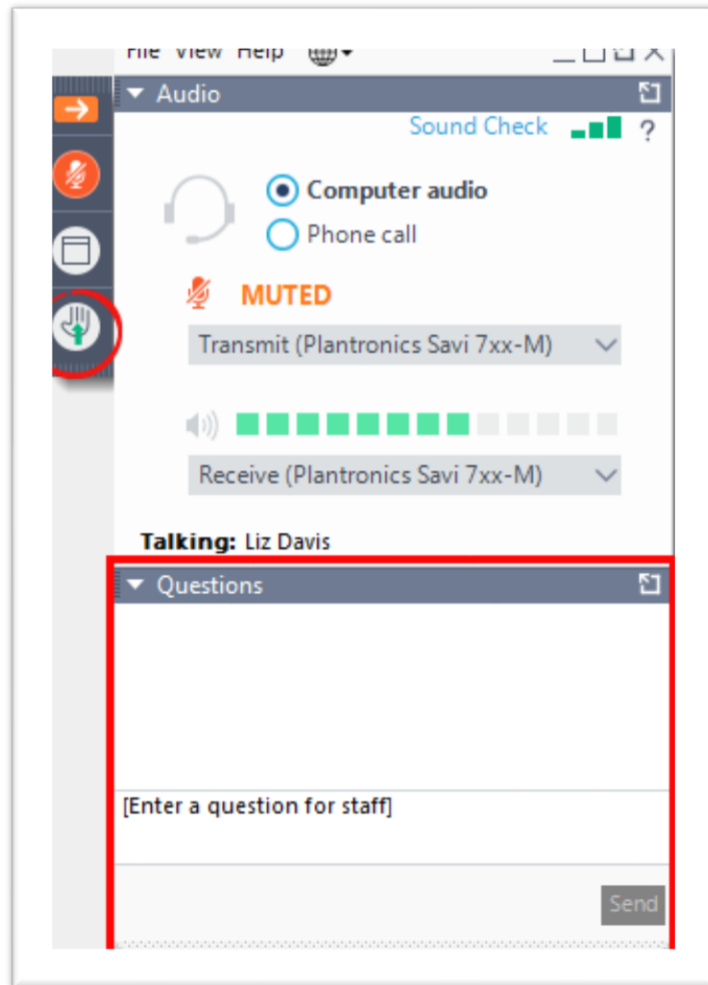Total Project Amount: Project Agreement Date

Total Funding Approved: Project Agreement Expiration

Total Match Commitment:

Catagory Number	Description (include units in Description where possible)	Cash Match	In-Kind Match	Requested Funding
1				
2				
3				
4				
5				
98				
99				
100				
TOTALS		$0.00	$0.00	$0.00
GRAND TOTAL		$0.00		

Volunteers who donate job specific professional skills and/or equipment operation (grading contractors, plumbers, electricians, etc.) can value their time and/or equipment at their standard rates but may not exceed the rates outlined at https://www.wdol.gov. General labor rates (no professional skills required) must not exceed $11.40 per hour.

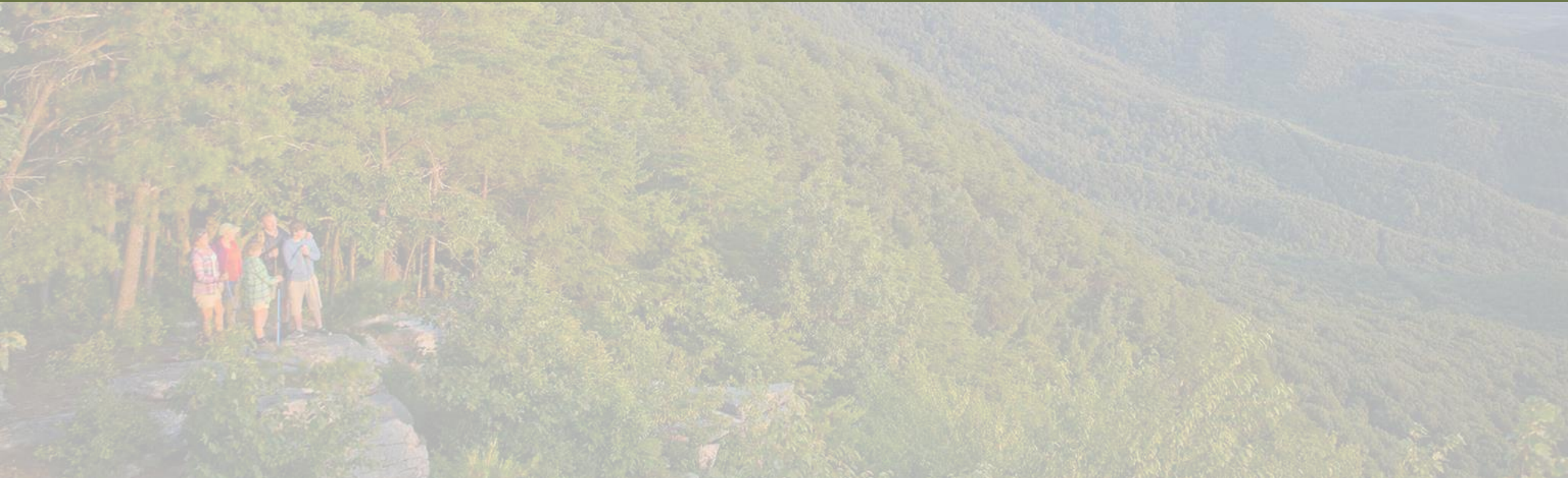# Pause for Questions

Your Participation

- Please continue to submit your text questions and comments using the Questions panel

- Please raise your hand to be unmuted for verbal questions.

GEORGIA
Department of Natural Resources

The Second-Level Application

Approval Succession – January – Spring 2021:

Once reviewed and ranked:

- Georgia Outdoor Stewardship Trust Fund Board of Trustees

- Board of Natural Resources

- Appropriations subcommittees of the House and Senate

The Second-Level Application

Successful Pre-applicants invited to the Second Level Application shall submit:

- Financial info to receive ACH reimbursements

- **DETAILED** Project Budget worksheet

- Project Implementation Schedule

- Environmental Review documents needed by DNR for submission

Environmental Reviews

- Georgia Environmental Policy Act (GEPA) Environmental Checklist.
- Phase 1 Environmental Assessment by a licensed contractor.
  - This function is not provided by DNR and should be sought after by the applicant.
  - The Grants Unit will identify any project exempt from a GEPA Phase 1 review.

Agency reviews to be completed by DNR on behalf of the applicant:
  - Wildlife Resources Division (WRD) Review
  - Historic Preservation Division (HPD) Section 106 Review
  - Georgia Department of Transportation (GDOT) Review
  - Floodplain Encroachment Review

Agreement and Project Launch
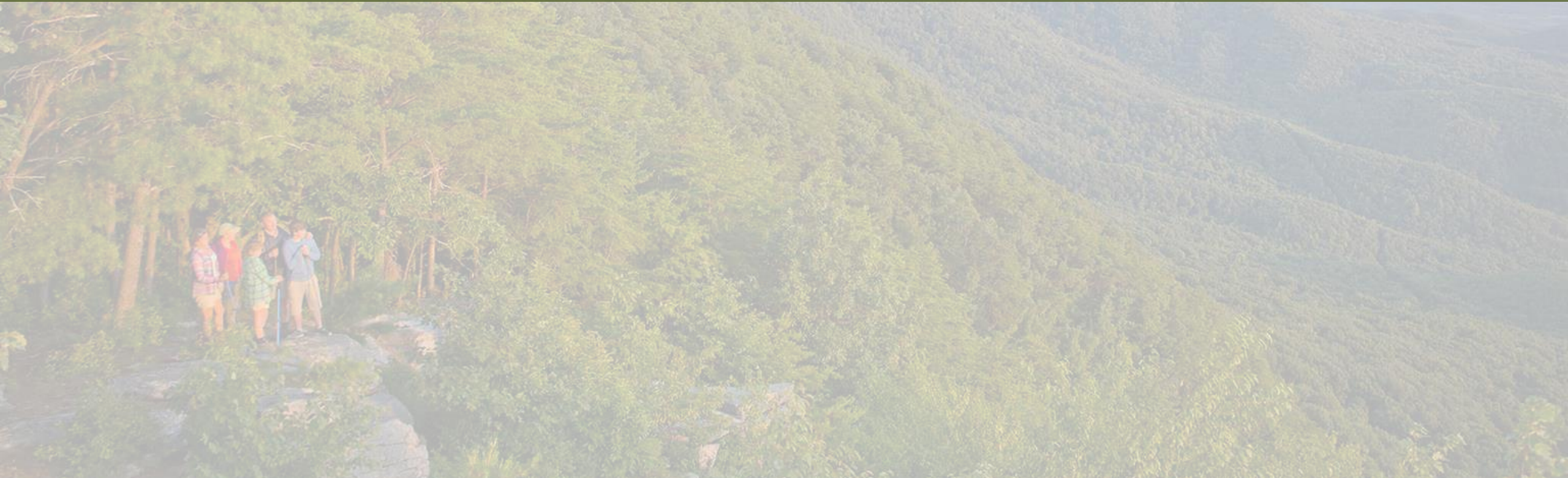
After Your Application is Complete

- All applicants must attend a mandatory financial workshop prior to receiving a project agreement from GADNR.

- The day a mutually signed agreement is signed is considered "Day 1". Grantees are eligible for funding and have 24 months to complete their project measured from Day 1.

- The reimbursement process will be covered in depth during the Financial Workshop.
  - Expect a robust level of required documentation (please see the program manual for more details).

Close Out and Post-Completion
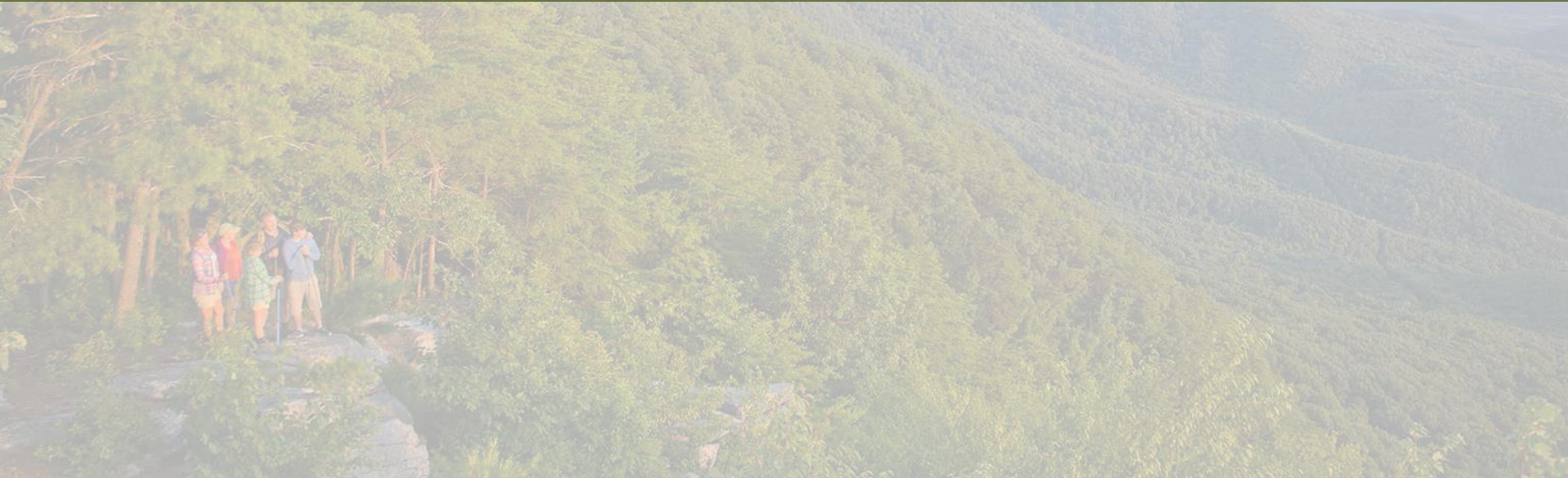
Close out

- Close out must occur within 45 days of project completion.

- Grantee completes a final quarterly report and marks it as "Final". It shall include:

    - Indication that the project is complete, accessible, and open to the public, if applicable.

    - Photos of the completed work

    - "As built" plans in .pdf format

- Grantee completes a final reimbursement request and marks it as "Final"

- For acquisitions only – A copy of an updated property deed with required protective language **and recording stamp** from the local jurisdiction's County Clerk's office.

Close out

- DNR Audit of all documents, reimbursement, payments, and match within 45 days of project completion

- GADNR Final Inspection Completed

- Appropriate publicity executed both on site (signage) and on your entity's web page

- Mutually sign the Final GADNR Inspection Form

25% Retainage

- Final payment of the 25% retainage paid by DNR upon satisfaction of all parties' commitments and responsibilities.

- If payment of the full 25% would create a shortfall of the applicant's match, DNR will adjust the payable retainage amount accordingly.

- In the instance of funding overpayment by DNR, the grantee is required to refund an amount back to GEFA equivalent to the overage.

Long-term Obligations for GOSP Recipients

- All documents must be retained for at least 5 years.
  - 5 yrs. post any litigation if applicable

- Funding recipients must retain legal control and oversight of the property.

- Funding recipients must properly maintain the property.

- Real Property or conservation easements acquired with GOSP funds shall comply with protective language in the deed.

- Grant recipients may charge reasonable user fees. Revenues must go towards the management/maintenance of the project.
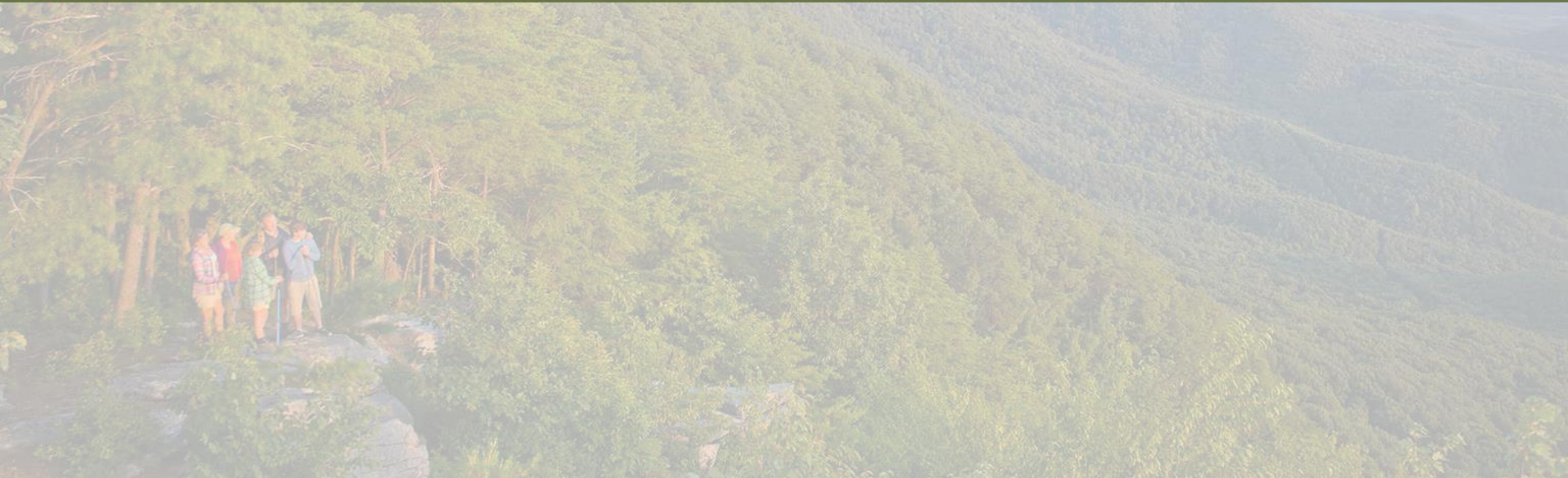
A copy of this presentation is available at
www.gadnr.org/grants

Questions?

GEORGIA
Department of Natural Resources

Tips for Submitting a Successful Pre-Application

#1 – Check Your Eligibility at the Start

- Make sure your organization and project are eligible **before** you start work on your Pre-application.

- Verify that you can fulfill the match requirement.

- Do you have the support of the authorizing official or officials who must sign off on each stage of this grant process? More input and more insight will yield stronger results.

- Does your project meet the purposes of the grant for which you want to apply? You don't want to invest this much time on an application that cannot be considered for funding.

2 - Be Prepared

- Understand the amount of work it will take to complete the application **before** you begin. Sample applications can be viewed on our website prior to the application start date.

- About half of applicants surveyed following the 2019 GOSP/RTP grant cycle reported spending between **40 & 80 hours** preparing documents for and submitting a Pre-application.

- Applying can be challenging, but managing a successful grant is even more difficult. Does your organization have the ability to see this grant through to a successful and timely completion? Managing these grants requires a lot of upfront costs, regular progress reporting, and detailed recordkeeping.

#3 – Follow the Directions

- The manual is your guide to filling out the application. We know it's lengthy, but it contains all the instructions for successfully completing each section of the application.

- Carefully read all criteria questions so you understand exactly what the reviewer is looking for. Each question explains exactly what the reviewer is looking for.

- Lots of questions require the applicant to upload documentation to receive credit and you don't want to miss out on those points.

#4 – Keep the Reviewers in Mind

- Make the assumption the reviewers have never been to your city or county and have never heard of your project. Maps, photos and planning documents help the reviewer understand the overall vision of your project.

- Pay attention to the word count and focus on answering the questions that are asked. Use clear and direct language.

- Reviewers get excited about Georgia's outdoor resources; tell them your story in a way that they get excited about your project.

#5 - Focus on the Narrative

- The narrative and budget help the reviewer understand how you'll spend the funds. Don't just tell us **why** you need the funding, tell us **what you need the funding for.**

- Focus on the tangible project and impact. Use other criteria to tell us about the economic, environmental value, etc.

#6 – Work with Partners

- All DNR grants prioritize projects that have strong partnerships. Collaboration shows the reviewers others are invested in this project.

- Remember, a letter of support is not the same as a financial partner.

#7 - Ask for Help

- Our Grants Specialists are here to help answer your questions. They can also give contact information for other DNR employees who can help with wildlife, historical, recreation or environmental questions.

- If you've recently submitted a GOSP or RTP application that was not funded, contact a Grants Specialist to set up a meeting to review or update your application.

Question and Answer Session
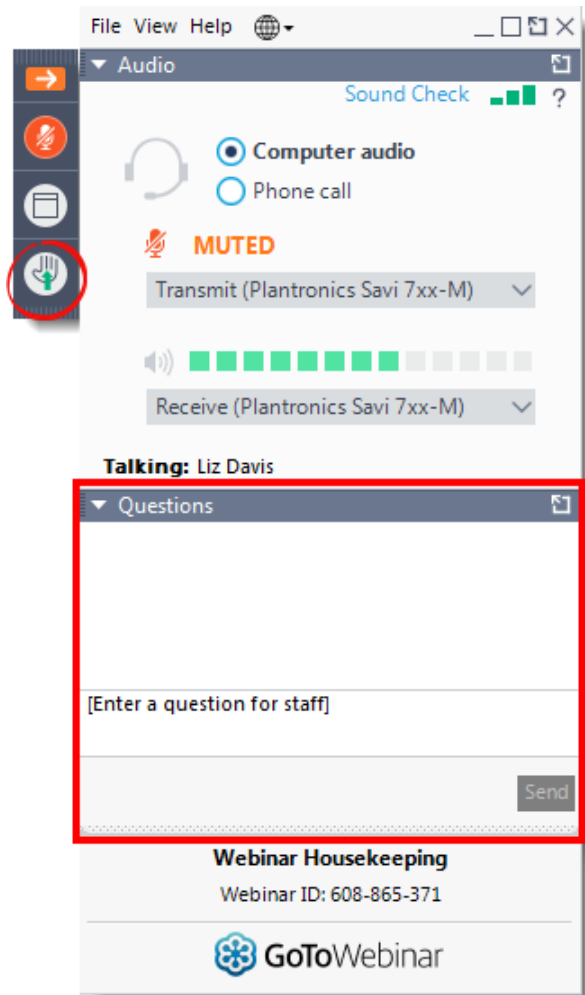
Reminder – You can ask a question by typing it in the "Questions" box or raising your hand to be called on.

We will remain on the meeting until we've answered all questions.

Feel free to contact us after the meeting to answer any questions one-on-one.