

FY2023 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 new or significantly improved recreation opportunities in economically-disadvantaged communities consistent with the purposes of the LWCF, and:

- Meet recreation goals as identified in, and align with, at least one priority of the SCORP;
- Located within or abutting an incorporated city (or town) having a population of 30,000 or more; and
- Serve the specific needs of a community(ies) that is (are) severely lacking in walkable, publicly accessible, outdoor recreation (“park deserts”) and that has a poverty rate of at least 20% or that is at least 10 percentage points higher than that of the project city, county, and state rates.

For the purposes of this competition, for a community to be considered a “park desert,” there must be:

1. no existing parks within a .5-mile radius of the community(ies) to be served by the park (not the radius of the proposed park); or
2. one or two small parks within a .5-mile radius of the community(ies) that is/are not large enough to support the size of the population of the service area, or otherwise unable to provide a variety of recreational opportunities; or
3. one or two existing parks (potentially of adequate size), including the park that is being addressed in this project, that is/are so obsolete or underdeveloped that a major redevelopment or rehabilitation **is necessary** to be able 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; or
4. existing parks that are inaccessible to the target community due to physical barriers such as transportation infrastructure, rivers, etc.

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:

- provide new recreational opportunities, particularly those that will increase access to nature's benefits, such as green spaces, shady areas (via tree cover), and natural landscapes that help cool the air and reduce urban heat island effects, reduce pollution, and have positive effects on mental and physical health;
- empowered and engaged members of the target community in the project development and design of the plans for the park;
- create or expand public-private partnerships that leverage matching share resources (e.g., money or donations of land, supplies, or services, etc.);
- benefit from a high degree of coordination among the public, multiple levels of government, and the private sector; and
- advance goals of, or meet, priority recreation needs identified in numerous local, regional, state plans and/or initiatives.

Federal Award Information

Minimum Award: \$300,000

Maximum Award: \$10,000,000

Anticipated Award Date: January 1, 2024

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.

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](#).

Other: Parks that are currently receiving or received an LWCF grant that closed within the last seven years may not apply for an ORLP grant at the same park, even if the scope of the project is different.

Application

Due Date for Application Submission to DLG: 03/31/2023

Due Date for Application Submission to NPS: 05/31/2023

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 March 31st 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 (Completed by DLG)
- Standard Form 424D. Assurances for Construction Programs
- Standard Form 429B. Real Property Status Report, Request to Acquire, Improve, or Furnish - for acquisition or acquisition & development projects only.
- Project Abstract Summary – See below for more information
- Pre-award Onsite Inspection Report
- 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 .5-mile vicinity of the economically disadvantaged community(ies) that will be served by the project.
 - (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.
- General Letters of Support - letters of support from Congress must be addressed to the project sponsor.
- Letter of Intent to Sell, Purchase, or Donate Property – acquisition projects only.
- Application and Revision Form - includes SHPO, Clearinghouse Comments, Etc.
- Description and Notification Form (Completed by DLG)
- Copy of an Approved Waiver of Retroactivity (if applicable)
- Conflict of Interest Disclosure
- Overlap of Duplication of Effort Statement

Project Abstract Summary

The project abstract summary should include:

1. Funding Opportunity Number (P22AS00645)
2. Goals and objectives of your proposed project
3. Summary of project activities
4. Performance goals including milestones and expected outcomes
5. Who will benefit from your project

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. 2020 Census City Population (must be over 30,000)
7. Poverty rate of target community(ies) listed by Census Tract Numbers. Information can be found at <https://censusreporter.org/locate> by typing in the address and selecting the “Census Tract” option.
8. Statement of Project Type: Acquisition, New Development, Renovation, or 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. If yes, state which program and the date the grant was awarded, or lands were transferred.
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, the overall management of activities directly related to finance, general grant administration cost, architectural and engineering services, and contingency fees.

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.

Overlap or Duplication of Effort Statement

If the project proposed in this application is funded through another Federal financial assistance award, in part or in whole, the applicant must provide a statement detailing the potential funding overlap in regards to activities, costs, or time commitment of key personnel. Provide a copy of any overlapping or duplicative proposal submitted to any other potential funding entity and identify when that proposal was submitted or copy of the federal award. If no such overlap or duplication exists, state, "There are no overlaps or duplication between this application and any of our other Federal applications or funded projects."

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 of the economically disadvantaged community(ies), and the degree to which the project will serve this community(ies).

Priority will go to projects in the neighborhoods: 1) with the least amount of existing, usable, public-accessible outdoor recreation within a .5-mile radius of the economically disadvantage community targeted by the project, or 1-mile if serving multiple communities, and 2) that have the largest number of residents above the minimum poverty level.

- Describe the amount of, and types of, existing recreation resources within both a .5 and 1-mile radius of the proposed economically disadvantaged community(ies).
- 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.
- State the estimated number of people who live within .5 or 1 mile and the percentage of those who are above the 20% poverty level.
- State the census tract number and poverty level of the economically-disadvantaged community targeted by the project (using censusreporter.org) and poverty level of the city, county, and state. *Projects not providing a poverty rate, or meeting the minimum poverty level, will be eliminated.

Criterion 2 - Appropriateness of Project to Meet Identified Community Outdoor Recreation Needs and Increase Access to Nature's Benefits**Maximum Points: 20**

This criterion assesses how well the proposed project meets the need(s) for newly created or significantly enhanced outdoor recreation resources within the target community/population, and particularly projects that increase access to nature and other green spaces.

Priority will be given to projects: 1) creating the largest impact on the target community by significantly increasing the number of people or user groups who could be served, and 2) providing recreation areas with an emphasis on green spaces, natural landscapes, and tree cover.

- 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.
- 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 natural benefits that will be produced by the recreation area such as cooling effects, improved mental and/or physical health, cleaner air, etc.

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 1) demonstrate the highest degree of effort or initiative to engage residents of the target neighborhood(s) in the project's development, 2) demonstrate the most significant amount of collaboration among the public and private sectors, and 3) 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 1) have not received any previous LWCF, UPARR, or ORLP assistance, and 2) encompass innovative characteristics.

- On the Project Narrative Data Sheet, provide information about any previous LWCF, UPARR and ORLP assistance.
- 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 1) at least 1 goal or need that is clearly identified in the SCORP, *particularly any that are specific to communities that are economically disadvantaged, lacking access to outdoor recreation or that focus on the area in which the project is located*, and 2) 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 1) show support from non-public sources by leveraging some or all of the required matching share (e.g. money or donations), 2) can break ground within one year and will be 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 no problems, and 4) can demonstrate a clear capacity, and a plan, for successful long-term park management and protection.

- Describe contributions of match (cash or in-kind donations) from sources other than the sponsor, particularly any non-public sources.
- 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. Total point value of all criteria is 100 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.