

## Uniform Notice for Funding Opportunity (NOFO) Summary Information

5/9/16

Data Field	
1. Awarding Agency Name:	Illinois Department of Natural Resources
2. Agency Contact:	Office of Grant Management & Assistance: <a href="mailto:dnr.grants@illinois.gov">dnr.grants@illinois.gov</a> (217) 782-7481
3. Announcement Type:	<input checked="" type="checkbox"/> Initial announcement <input type="checkbox"/> Modification of a previous announcement
4. Type of Assistance Instrument:	Grant
5. Funding Opportunity Number:	P16AS00015
6. Funding Opportunity Title:	Outdoor Recreation Acquisition, Development and Planning aka Land and Water Conservation Fund Program
7. CSFA Number:	422-18-1094
8. CSFA Popular Name:	Land and Water Conservation Fund
9. CFDA Number(s):	15.916
10. Anticipated Number of Awards:	5-20
11. Estimated Total Program Funding:	\$3,100,000
12. Award Range	Maximum award amount - \$750,000
13. Source of Funding:	<input checked="" type="checkbox"/> Federal or Federal pass-through <input type="checkbox"/> State <input type="checkbox"/> Private / other funding Mark all that apply
14. Cost Sharing or Matching Requirement:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 50% Match Requirement
15. Indirect Costs Allowed  Restrictions on Indirect Costs	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide the citation governing the restriction:
16. Posted Date:	May 3, 2016
17. Closing Date for Applications:	July 1, 2016 at 5:00 pm
18. Technical Assistance Session:	Session Offered: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  Session Mandatory: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  Specify date and time Provide link to registration, if applicable

**Agency-specific Content for the Notice of Funding Opportunity**

## A. Program Description

The federal "*Land and Water Conservation Fund*" (LWCF) program is a grant program that provides up to 50% funding assistance to eligible units of local government for approved land acquisition projects for public outdoor recreation purposes. Actual grant payment for awarded acquisition projects are a reimbursement to the grantee paid after the acquisition is complete.

The LWCF program was enacted by Congress in the form of Public Law 88-578, the Land and Water Conservation Fund Act of 1965 (78 Stat. 897). The purpose of the Act was to establish a specific federal funding source to assist federal and state agencies in meeting present and future outdoor recreation needs of the country. To this end, the Act provides funds for federal acquisition and development of public outdoor recreation lands and authorizes a 50% reimbursement grant-in-aid program for state outdoor recreation planning, acquisition and development initiatives.

Funds for the program are derived from a portion of the revenues generated through off-shore mineral deposit receipts, user fees at designated federal recreation areas, federal tax on motor boat fuels, and net proceeds from the sale of surplus federal real property.

Each federal fiscal year, LWCF funds appropriated by Congress for the state-side portion of the program are apportioned on a fixed formula basis to the states. Each state, at their own discretion, may further allocate these funds to its political subdivisions to assist with local outdoor recreation acquisition and development projects consistent with approved state outdoor recreation plans. In Illinois, the State's policy is to allocate at least one-half of its annual LWCF apportionment to local government "land acquisition" projects by means of a competitive grant program.

Land acquired with LWCF assistance must have the recreation development proposed in the application initiated within three (3) years following completion of the site acquisition. Furthermore, land acquired with LWCF assistance must have recreation development completed within (5) five years. Agencies failing to meet this requirement will be prohibited from applying to any of the grant programs administered by the Office of Grant Management and Assistance until the violation is resolved.

In no case shall land acquired with LWCF assistance be closed to public use until development is completed.

## B. Funding Information

This award is utilizing federal pass-through funds. The maximum grant award is \$750,000 however, counties serving a population exceeding 2.0 million residents shall be eligible for up to \$1.15 million in annual LWCF funding for approved acquisition projects. Municipalities with a population exceeding 2.0 million residents shall be eligible for up to \$2.3 million in annual LWCF funding for approved projects.

## C. Eligibility Information

### 1. *Eligible Applicants.*

Any of the following local government agencies are eligible for LWCF assistance:

- Municipalities, Townships and Counties
- Park Districts
- Conservation Districts
- Forest Preserve Districts

Other local government agencies not listed above but having statutory authority to acquire and develop lands for public park and outdoor recreation purposes may also be eligible for LWCF consideration. Contact the DNR grant staff to verify an agency's eligibility status if unsure.

**Please note:** Universities and other schools are NOT eligible for assistance.

2. **Cost Sharing or Matching.**

Grant assistance is limited to 50% of actual eligible project costs or the approved grant amount, whichever is less. Consequently, it is very important to estimate project costs carefully. Once a grant amount has been approved for a project, additional funds will not be available to cover project cost overruns.

3. **Indirect Cost Rate.** NA

4. **Other, if applicable.** Only one application per Project Sponsor is allowed.

**D. Application and Submission Information**

1. **Address to Request Application Package.**

The LWCF Manual which includes an example application can be found at <http://www.dnr.illinois.gov/AEG/Pages/OpenSpaceLandsAquisitionDevelopment-Grant.aspx>.

If a hard copy of this manual is required, you can request one from:

Office of Grant Management and Assistance  
One Natural Resources Way  
Springfield, IL 62702

[Dnr.grants@illinois.gov](mailto:Dnr.grants@illinois.gov) phone: (217) 782-7481 fax: (217) 782-9599

2. **Content and Form of Application Submission.**

All applications should be submitted through the online application system found at <http://www.dnr.illinois.gov/AEG/Pages/OpenSpaceLandsAquisitionDevelopment-Grant.aspx> by 5:00 pm July 1, 2016. At this time, hard copies of all maps, title insurance, CERP forms with attachments, meeting minutes, support letters, any forms that require original signatures, etc. must be postmarked no later than this date for receipt by this office.

3. **Dun and Bradstreet Universal Numbering System (DUNS) Number and System for Award Management (SAM).**

**Each applicant** (unless the applicant is an individual or Federal or State awarding agency that is exempt from those requirements under 2 CFR § 25.110(b) or (c), or has an exception approved by the Federal or State awarding agency under 2 CFR § 25.110(d)) **is required to:**

(i) Be registered in SAM before submitting its application. If you are not registered in SAM, this link provides a connection for SAM registration:

<https://governmentcontractregistration.com/sam-registration.asp>;

(ii) provide a valid DUNS number in its application; and

(iii) continue to maintain an active SAM registration with current information at all times during which it has an active Federal, Federal pass-through or State award or an application or plan under consideration by a Federal or State awarding agency. It also must state that the State awarding agency may not make a Federal pass-through or State award to an applicant until the applicant has complied with all applicable DUNS and SAM requirements and, if an applicant has not fully complied with the requirements by the time the State awarding agency is ready to make a Federal pass-through or State award, the State awarding agency may determine that the applicant is not qualified to receive a Federal pass-through or State award and use that determination as a basis for making a Federal pass-through or State award to another applicant.

**4. Submission Dates and Times.**

Applications are due by 5:00 pm July 1, 2016. If the due date falls on a Saturday, Sunday, or Federal or State holiday, the reporting package is due the next business day. If application is filed online, it must be done by this date and time with all relative hard copy documentation postmarked by this date. If only a hard copy application is being submitted, it in whole must be received by this date and time. No applications received after this date and time will be considered or returned.

Hard copy documentation and/or the full application must be sent to:

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One Natural Resources Way  
Springfield, IL 62702  
[Dnr.grants@illinois.gov](mailto:Dnr.grants@illinois.gov) phone: (217) 782-7481 fax: (217) 782-9599

**5. Intergovernmental Review, if applicable.** NA

**6. Funding Restrictions.**

Eligible project costs include land acquisition and associated relocation expenses, required appraisal fees up to a maximum of \$4,000/each and site archaeological surveying costs, if required.

**7. Other Submission Requirements.** NA

**E. Application Review Information**

**1. Criteria.**

The following criteria are used to prioritize eligible project applications for LWCF assistance:

**A. Statewide Outdoor Recreation Priorities and Project Need - 60%**

1. 35% is based on the extent to which the project addresses the following major outdoor recreation/conservation priorities identified in the state plan:

*protection or enhancement of a State or locally significant natural area, or threatened/endangered species habitat, or an area identified in a Conservation 2000 Partnership Plan;*

*protection or enhancement of significant wildlife habitat;*

*protection or enhancement of natural wetland areas;*

*promoting conservation education opportunities;*

*promoting recreational use of Illinois' surface waters;*

*protection or recreational use of linear greenways;  
(excluding bike & snowmobile trail construction);*

*interagency cooperation in providing and/or effectively utilizing local recreation resources;*

*enhancing recreational opportunities for minority and less affluent populations;*

*promoting adaptive reuse of properties for open space and park purposes;*

*use of resource conservation elements and/or native landscaping.*

2. 25% is based on a local "needs assessment" or comparison of 1) the existing supply of recreational facilities per capita for the proposed project component(s) to a statewide

median as calculated by the DNR in its statewide planning process and 2) the existing supply of local open space/parkland acreage, measured in acres/1000 population for particular park types (e.g., neighborhood, community parks, etc.), to the statewide median and 3) the availability of similar park facilities within the proposed project site's service area.\* If multiple entities overlap or share the same boundaries within a community, all existing facilities are considered.

\* The current statewide average for the supply of local open space and parkland acreage according to the Illinois Recreation Facilities Inventory (IRFI) is approximately 11.35 ac/1000 population for overall community parkland acreage and approximately 52.69 ac/1000 population for regional parkland acreage. The DNR uses a criteria that approximately 20% of local parkland/open space acreage should be allocated to neighborhood or mini-park facilities serving an area up to ½ mile radius and approximately 80% allocated to community parks serving a community-wide area or up to 2 mile radius in high density urban areas.

A local/regional acreage standard or goal lower than the above indicated statewide median figures may be accepted by the DNR for a given locality if the variant standard is supported by that agency's comprehensive recreation plan. Verification of a different local/regional acreage standard or goal should be submitted to the DNR as part of the LWCF application.

Priorities for LWCF acquisition assistance will be given to local agencies with less acreage than the statewide median for the particular type of park and recreation facilities being proposed in the application.

Consideration is given to projects that provide the first and only park site in the service area, if the site is the first passive or active site in the service area or if the project provides a brand new recreational element to the service area.

#### **B. Local Planning - 10%**

Consideration is given to projects identified in or consistent with adopted local plans AND where direct public participation in the planning process and/or project proposal is clearly evident. Current plans (less than 5 years old) and grass-roots public participation in the planning process are highest priority. To be fully considered as an acceptable planning document, basic elements such as an overall needs assessment, current facilities inventory and direct constituent input should be included.

Please refer to IDNR's Community Park and Recreation Planning guide for detailed information on planning. Any additional sources of public input (referendums, surveys, open houses, fundraisers, etc.) are also strongly encouraged.

Projects not identified in local plans that represent unique or unforeseen opportunities are given partial credit IF the proposal is generally consistent with local recreation/open space objectives and strong public support is evident.

(NOTE: The level of public involvement and support for a project is a critical factor considered under this evaluation category.)

#### **C. Site Characteristics and Development Plan - 25%**

Projects are evaluated primarily in terms of the project site's suitability for the proposed recreation uses including considerations of 1) physical characteristics such as terrain, drainage, adjacent land uses, soil conditions, vegetation, etc. 2) site accessibility factors including safe pedestrian, bicycle and vehicular access and sufficient parking; and 3) overall site plan considering such factors as creativity, sensitivity to environmental factors, diversity of recreation opportunity, and neatness.

Projects are considered diverse if there is more than one recreational element proposed. The more diverse projects tend to score higher, especially if the recreational elements are of high

need based upon criteria stated in A2. All components that formulate a single recreational element are considered one element. For example, site grading, seeding, fencing, dugouts, scoreboard and bleachers are all counted as one element and that is baseball. All components of a play area such as swing sets, climbing walls, jungle gym bars, modular play units, etc. are all counted as one element and that is a playground.

The site development plan submitted should be accurate, neat and show good design.

Infrastructure costs are considered and if these costs are higher than 40% of the total project costs, points will be deducted.

#### **D. Project Special Considerations - 5%**

The following are also considered in the evaluation of projects:

Projects involving voluntary, third party donations of land or cash ( $\geq$  50% of local share) as part of the project scope.

Projects providing initial access to, and development of, an undeveloped park site.

Projects that are part of the overall economic development of an area.

Previous amount of OSLAD and federal LWCF assistance awarded to the local agency (fair share factor).

Projects being undertaken by newly established recreation agencies or incorporated municipalities (5 years old or less)

Projects improving or increasing necessary recreation opportunities in high density urban areas.

#### **E. Project Penalty Considerations**

A local agency may be penalized during project evaluation *for failure to contact and discuss the proposed project application with DNR grants staff prior to application submittal, as requested*, AND for poor performance in: 1) the execution of previous OSLAD or federal LWCF projects or 2) responding to DNR requests for necessary application information, or 3) ability to maintain existing recreation/public facilities, or 4) providing required post-completion compliance certification information regarding prior grant projects.

Applications for funding assistance will not be considered by the Department if 1) an unresolved program violation exists relative to a previous grant project or 2) the local applicant has failed to provide local recreation facilities information as requested by the Department for the Illinois Recreation Facilities Inventory (IRFI).

##### **2. Review and Selection Process.**

The Director of the Department of Natural Resources, with his staff, reviews and prioritizes project applications according to the established program rating criteria. The Director makes final decisions concerning LWCF grant awards.

##### **3. Anticipated Announcement and State Award Dates, if applicable.**

Awards are typically announced in the early part of the year following the application deadline.

#### **F. Award Administration Information**

##### **1. State Award Notices.**

All applicants will be notified via mail whether their application has been successful or not. This letter will indicate if further instructions or documentation will be forthcoming.

**2. Administrative and National Policy Requirements.**

All land acquired using this funding source will be required to put a 6f boundary around not only the property being purchased, but possibly the total amount of property being added to if this is an addition to an existing recreational facility. A 6f boundary indicates that there is a federal nexus on the property and there are conditions and restrictions that will apply to its use in perpetuity.

**3. Reporting.**

Quarterly Status Reports will be required during the duration of this grant. Forms will be provided. All status reports are due on January 1, April 1, July, 1 & October 1. They may be submitted either by mail or electronically at:

Office of Grant Management and Assistance  
One Natural Resources Way  
Springfield, IL 62702  
[Dnr.grants@illinois.gov](mailto:Dnr.grants@illinois.gov) phone: (217) 782-7481 fax: (217) 782-9599

**G. State Awarding Agency Contact(s)**

Office of Grant Management and Assistance  
One Natural Resources Way  
Springfield, IL 62702  
[Dnr.grants@illinois.gov](mailto:Dnr.grants@illinois.gov) phone: (217) 782-7481 fax: (217) 782-9599

**H. Other Information, if applicable NA**