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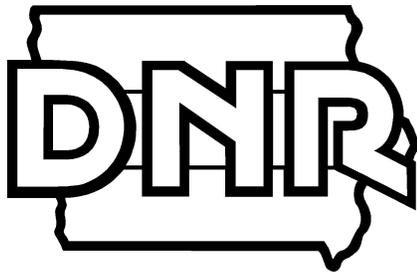
# LAND & WATER CONSERVATION FUND

## Outdoor Recreation Legacy Partnership Program

### Notice of Funding Opportunity

Fourth Round, 2020

Pre-Applications due May 11, 2020



Iowa Department of Natural Resources  
Kayla Lyon, Director  
2020

## **GUIDELINES**

FOR LOCAL PARTICIPATION

### **Outdoor Recreation Legacy Partnership Program**

Fourth Round, 2020

#### **FORWARD**

This booklet has been prepared to assist grant applicants, planning agencies, and planning consultants in preparing applications for federal assistance from the Land and Water Conservation Fund (LWCF) for the Outdoor Recreation Legacy Partnership (ORLP) Program. It makes no attempt to cover all aspects of the LWCF and/or ORLP program; but it does attempt to cover the major items of interest and concern to most applicants. Any unanswered questions concerning the program should be directed to:

Iowa Department of Natural Resources  
Parks, Forests, and Preserves Bureau  
502 E 9<sup>th</sup> ST  
DES MOINES IA 50319-0034  
515-725-0227

The Department of Natural Resources receives Federal financial assistance from the Land and Water Conservation Fund (LWCF). Under Title VI of the 1964 Civil Rights Act, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972, the U.S. Department of the Interior prohibits discrimination on the basis of race, color, national origin, age, sex, or handicap. If you believe that you have been discriminated against in any program, activity, or facility as described above, or if you desire further information, please write to: Director, Iowa Department of Natural Resources, Wallace State Office Building, 502 E 9<sup>th</sup> St, Des Moines IA 50319-0034, or the Office of Equal Opportunity, U.S. Department of the Interior, Washington, D.C. 20240.



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## Table of Contents

Section A. Program Description .....	1
Program Background and Objectives .....	1
In Perpetuity Requirement .....	2
Section B. Federal Award Information .....	2
Section C. Eligibility Information .....	2
Eligible Applicants.....	2
Cost Sharing or Matching .....	3
Eligibility and Process .....	4
Section D. Application and Submission Information .....	4
Content and Form of Pre-Application Submission .....	4
Required Proposal Elements .....	4
Funding Restrictions .....	5
Supplemental Proposal Elements.....	5
Unique Entity Identifier and System for Award Management (SAM).....	5
Submission Date and Time .....	6
Section E. Application Review Information.....	6
Review and Selection Process .....	6
Evaluation of Recipient Risk .....	6
Section F. Project Reporting.....	9
Federal Award Notices .....	9
Financial Status Reports .....	9
Performance Reports .....	9

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## Section A. Program Description

### PROGRAM BACKGROUND AND OBJECTIVES

This Notice of Funding Opportunity (NOFO) is to advise, local units of government, and federally-recognized Indian Tribes of the availability of funds for grants from the Land and Water Conservation Fund's (LWCF) Outdoor Recreation Legacy Partnership (ORLP) Program. Further information on the fourth round ORLP program can be found in the National Park Service (NPS) [ORLP NOFO announcement](#). The purpose of the LWCF ORLP is to provide grants to acquire and/or develop public lands for outdoor recreation purposes consistent with the purposes of the LWCF, but with the further specific goals of funding projects that:

- Are located within or serve jurisdictions of 50,000 people or more and designated as "Urbanized Areas" by the Census Bureau from the 2010 Census
- 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 of parks) that are so deteriorated/obsolete or underdeveloped that a major redevelopment or rehabilitation would significantly increase the number of people who could be served and/or significantly increase the types of recreational opportunities that would be provided (in a way that could be equated to the impact of a new park).

**Background on LWCF:** The LWCF State and Local Assistance program is operated by the National Park Service (NPS) in partnership with designated lead agencies in each of the 50 states as well as American Samoa, the District of Columbia, Guam, Northern Marianas Islands, Puerto Rico, and the Virgin Islands. Each fiscal year Congress appropriates money from the LWCF for this program, which is then allocated to the states based on a legislative formula.

The LWCF State and Local Assistance Program was created by the Congress in 1964 to assist in preserving, developing and assuring accessibility to present and future generations of U.S. citizens and visitors "such quality and quantity of outdoor recreation resources as may be available and are necessary and desirable for individual active participation in such recreation and to strengthen the health and vitality of the citizens of the United States...." This is accomplished in part by authorizing and providing grants to states, and through states to local units of government and federally-recognized Indian tribes, for projects that will provide outdoor recreation opportunities to the public through the acquisition of lands and waters for parks and other outdoor recreation areas, as well as through the development of new or renovation of existing outdoor recreation facilities.

**Background on the LWCF ORLP Program:** In [P.L. 113-76](#), Consolidated Appropriations Act, 2014, Congress appropriated a supplemental amount from the LWCF designated for a new nationally competitive grant program to be developed by the NPS. The NPS created the LWCF ORLP in response. The Program operates within the context of the traditional LWCF Program but focuses on projects that will benefit *urban areas*. Congress has continued to provide funding for the ORLP in subsequent fiscal years.

Similar to previous ORLP competitions, this competition is targeting projects that will create or reinvigorate parks and other outdoor recreation spaces located in Census-delineated Urbanized Areas. (Note that American Samoa, Guam, the Northern Marianas Islands, and the U.S. Virgin Islands do not have any such areas.) Further, the competition will prioritize the selection of projects that will directly connect people to outdoor places, particularly in communities that are underserved\* in terms of parks and other outdoor recreation areas and have significant numbers 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, particularly to provide for the leveraging of resources; and rely on a high degree of coordination among the public, multiple levels of government, and the private sector, to improve recreation opportunities for all. In

addition to the competition objectives, selected projects must advance goals of or otherwise meet priority recreation needs identified in their state's SCORP.

### **IN PERPETUITY REQUIREMENT**

All prospective LWCF ORLP grant applicants should be aware that the LWCF Act requires that the park or other outdoor recreation area that has benefitted from assistance from the LWCF, whether for acquisition or development purposes, and regardless of the amount or extent of assistance, may not be converted to other than public outdoor recreation uses for perpetuity (see Section 5(f) of P.L. 88-578 or [54 U.S.C. 200305\(f\)\(3\)](#)). The requirement is applied to the assisted park or other recreation area *as a whole*. Exceptions for boundaries that would apply to a lesser unit of a park may be considered by the state and NPS. Before Seeking LWCF or ORLP grants, project sponsors should carefully consider their ability and willingness to comply with this provision of law.

The [LWCF Grant Assistance Manual](#), v. 69 (October 1, 2008) currently establishes the eligibility, procedural, and programmatic requirements for LWCF grants, including ORLP grants. The Manual can be found at [https://www.nps.gov/subjects/lwcf/upload/lwcf\\_manual.pdf](https://www.nps.gov/subjects/lwcf/upload/lwcf_manual.pdf).

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## **Section B. Federal Award Information**

**Anticipated Federal Funding:** This fourth round of the ORLP will make available up to \$40 million appropriated by Congress in FY18 and FY19, plus unused funds from prior years, if any. Each state has the opportunity to submit up to four proposals. Project sponsors must request of minimum of \$300,000 and may request up to a maximum of \$1,000,000 per project proposal. NPS is targeting December 31, 2020 for the initial selection of projects based on the proposals. The period of performance for LWCF grants is typically two to three years, so for example, the initial term might be March 1, 2021 to March 30, 2024

**Other Information:** Recipients of an existing ORLP grant may apply for one additional grant to supplement the existing ORLP project or another project at the same park. A recipient who has been awarded an ORLP grant for a project may also be allowed to submit an application for a new ORLP project at a different park.

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## **Section C. Eligibility Information**

### **ELIGIBLE APPLICANTS**

In accordance with [54 U.S.C. 200305\(a\)](#), each state has a lead agency designated by the State's Governor or by state legislation for the purposes of implementing LWCF in that state, which is the Department of Natural Resources (DNR) for the state of Iowa. Eligible sub-recipients include other state agencies, local units of government (state political subdivisions such as cities, counties, and special purpose districts such as park districts), and federally-recognized Indian Tribes. Further, for a project to be eligible the sub-recipient (project sponsor) must:

- **Represent a jurisdiction of at least 50,000 people AND**
- **Be situated within [the geographic boundary](#) of one of the 497 urbanized areas delineate by the Census Bureau.**
- **If the project sponsor is a state agency or a county, the project must serve an urbanized area jurisdiction as described above.**

A list of the 497 urbanized areas was published in the Federal Register on March 27, 2012 (77 Fed. Reg. 18652-18669). The Census Bureau has published [maps delineating each urbanized area](#).

There are nine urbanized areas in Iowa:

- [Ames, IA](#)
- [Cedar Rapids, IA](#)
- [Davenport, IA](#)
- [Des Moines, IA](#)
- [Dubuque, IA](#)
- [Omaha, NE / Council Bluffs, IA](#)
- [Iowa City, IA](#)
- [Sioux City, IA](#)
- [Waterloo, IA](#)

### **COST SHARING OR MATCHING**

In accordance with the LWCF Act ([54 U.S.C. 200305\(c\)](#)), ORLP grant projects must be cost-shared with non-federal funds at a minimum ratio of 1:1. Matching funds may be derived from state, local, non-governmental, or private sources in the form of cash or in-kind contributions of land, services, materials, etc.

Projects with contributions of cash or land from non-public sources will score more highly than other match types and sources. Further information about eligible costs, sources of match, and other cost-sharing requirements can be found in Chapter 5 of the [LWCF Manual](#) as well as at [2 C.F.R. 200.306](#).

The scoring criteria also favor projects that involve partnerships among the public, private, and non-profit sectors that result in the leveraging of resources (e.g., money, donations of land, supplies, services, etc.) and the extent of that leverage that allows the *LWCF-eligible* costs included in the project budget to exceed the 1:1 match required by the LWCF Act. In other words, projects whose budgets involve matching the LWCF funds at the 1:1 level, where 100% of the match is provided by the sponsor, although eligible, will receive no points in the budget category, which will make the proposal less competitive and possibly less likely to score high enough to be funded.

The following costs may not be counted toward the non-Federal matching share (not inclusive):

- Any project costs incurred before the grant start date, unless they are an eligible pre-award cost as defined in the [LWCF Manual](#) or unless the sponsor gets prior approval from the state lead agency and the NPS (i.e., waiver of retroactivity).
- Any funds or in-kind contributions such as land or services that have been used previously or will be used in the future to satisfy the matching requirements of another LWCF grant or other Federal grant.
- Any funds or in-kind contributions such as lands or services that were or will be acquired with other Federal funds, unless otherwise provided by Federal law.

Funding that originated from Federal sources or the value of land or services acquired with Federal funds may not be used as non-Federal match unless their enabling legislation authorizes that treatment. The best-known examples are HUD's Community Development Block Grants and DOT-FHWA's Recreation Trails Program, but there may be others (project sponsors should be prepared to show supporting documentation if seeking to use Federal funds from other sources as match). Other than this exception, in accordance with [54 U.S.C. 200305\(f\)\(1\)](#) projects seeking LWCF ORLP grants may not include funds from other Federal sources, including LWCF formula funds, in the project's budget, even if all programs' match requirements are met. *Projects whose budgets contain other federal funds aside from as described above will be eliminated from the competition without consideration.*

Prospective applicants should note limitations on certain kinds of costs, whether proposed for the grant, as match, or as overmatch, including those related to project management/administration, contingencies, and design/engineering fees. This is described further in the Budget Narrative component of Section of D.2. Further, project sponsors should be aware that the LWCF Act specifically excludes acquisition support costs from eligibility (see [54 U.S.C. 200305\(e\)\(2\)\(A\)](#)) so such costs should not be proposed to be part of the ORLP grant share or to meet the match share within the 1:1 level. *Such ineligible costs will be removed from the proposal and the award reduced if selected for funding.*

## ELIGIBILITY AND PROCESS

The process for a project sponsor to seek an ORLP grant will begin at the state level. **Each state's lead agency for LWCF will be allowed to nominate up to four projects to the NPS for consideration in the national competition.** The lead agency will be responsible for: further soliciting project proposals from other state agencies, local units of government, and federally-recognized Indian Tribes; conducting the initial review of proposals for completeness and eligibility requirements; evaluating and prioritizing proposals according to the criteria used for this competition criteria as well as criteria from the State's Open Project Selection Process (OPSP), if applicable; ensuring that proposals are consistent with outdoor recreation priorities outlined in the state's SCORP; and selecting the proposal(s) to be nominated. If a proposal is selected for funding in the national competition, the lead agency will also be responsible for submitting the final application to the NPS. Grants will be awarded to the lead agency, which will be responsible for ensuring that allocated funds are used for the purposes of and in a manner consistent with the LWCF. The lead agency will in turn make a sub-award to the project's sponsor, which must be the public entity that submitted the proposal.

If a project is selected, the project cost estimate generally defines the maximum federal share that can be requested, unless the additional amount is nominal, up to the overall ceiling of \$1,000,000. (Note this is a departure in policy from grants awarded under the LWCF formula program, which under some circumstances permit amendments to increase the federal share.)

In general, significant changes to the project proposal after the initial selection, whether in terms of the scope of work (such as eliminating or changing proposed scope items) or the budget (such as introducing new costs or revising costs that such that they impact other costs in the budget or scope components), are discouraged as they may materially alter the circumstances under which the project was evaluated and selected. Such changes can lead to the federal share of the grant offer being reduced or the grant offer being withdrawn entirely.

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## Section D. Application and Submission Information

### CONTENT AND FORM OF PRE-APPLICATION SUBMISSION

For the purposes of the competition, project proposals will be reviewed and evaluated based on a pre-application. The pre-application **must** include all five **Required Elements**, listed in 1-3 below. *Pre-applications submitted without all of the required elements will be eliminated from the competition without consideration.* Pre-applications will be scored and ranked on a national basis based on an evaluation of how well the project meets the review and selection criteria for the competition and the general requirements of the LWCF Act. Therefore, it is critical that applicants follow the outline provided below for the narratives to ensure each criterion is addressed. Supplemental Elements, also described below, are not required at this time but will be required with the final application if the project is selected. However, submitting one or more Supplemental Elements with the pre-application may help substantiate the project's "readiness."

Additional questions specific to information required by individual states may be included in the application for funding.

**Project sponsors should understand that they are submitting pre-applications that are not considered a complete and final application, and that if your project is selected, you will need to update/complete and resubmit the proposal as a final application.** Notably, the pre-application does not include important documentation needed to substantiate the project's compliance with environmental and historic/cultural resources laws (i.e., NEPA, NHPA), and such documentation will be required if the project is selected. Further, an offer of grant funding could be withdrawn if development of these documents reveals a previously unknown issue that materially affects the project's eligibility or feasibility of completion. If this occurs, the NPS will move to the next project on the ranked list.

### REQUIRED PROPOSAL ELEMENTS

1. **Project narrative (maximum length: 10 pages)** - Grant pre-application questions.

*The narrative provides the sponsor the opportunity to describe the purpose of their project and how it meets the objectives of the competition; intended outcomes of the project; and expected benefits (short and long term) and other impacts in terms of improving recreation opportunities that meet an identified recreational deficiency or*

*need for a neighborhood or community. Project sponsors are encouraged to review the descriptions of the 9 (nine) evaluation criteria outlined in Section E to understand how projects will be evaluated and scored. We recommend that the narrative be generally outlined in the order of the criteria (headers are provided below) to ensure that the project (and budget) narratives directly address each criterion.*

2. **Budget narrative** (maximum length: 5 pages, including tables)
3. **Site maps/plans and exact project location(s)** - (see pre-application for further specifics on map requirements)

#### **FUNDING RESTRICTIONS**

LWCF ORLP grants may only be used for costs needed to support the acquisition or development (or a combination) of lands and facilities that will provide outdoor recreation opportunities to the public. LWCF ORLP funds may not be used for (not inclusive):

- Grant administration expenses,
- Incidental costs related to land acquisition such as appraisals or title work,
- Operation and maintenance activities,
- Facilities that support semi-professional or professional athletics such as baseball stadiums or soccer arenas,
- Indoor facilities such as recreation centers or facilities that support primarily non-outdoor purposes like dining facilities or overnight accommodation (such as a lodge or hotel), or
- Acquisition of lands, or interests in lands, that completely restrict access to specific persons (e.g., non-residents of a community).

#### **SUPPLEMENTAL PROPOSAL ELEMENTS**

**Letters of support:** These are not required but may be helpful in terms of substantiating public support for the project, evidence of partnerships, etc. To ensure such letters are considered by the merit panel, *submit them with the application.*

**Photos:** These are not required but may be helpful to provide context such as current site conditions, the surrounding environment, etc.

#### **UNIQUE ENTITY IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT (SAM)**

Each applicant (unless exempt under [2 C.F.R. 25.110](#)) is required to:

- a. Be registered in SAM before submitting its application;
- b. Provide a valid unique entity identifier in its application (currently a [Data Universal Number System](#) (DUNS) number);
- c. Continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency. Registration processes for SAM can be found at <https://www.sam.gov>. SAM accounts must be renewed and validated annually.

**The following Supplemental Elements are not required with the pre-application, but applicants should be aware that if the proposal is selected for funding, they *will be required* for review with the final application before grant funds could be awarded. The noted forms are available on the LWCF program [website](#).**

- Assurances for Construction Programs (SF-424D)
- Proposal Description and Environmental Screening Form (PD/ESF)
- Description and Notification Form (DNF)
- Pre-award Onsite Inspection Report
- Current approved indirect cost rate agreement (if applicable)
- Copy of an approved waiver of retroactivity (if applicable)

## **SUBMISSION DATE AND TIME**

Applicants are responsible for their pre-applications being submitted to the Iowa DNR. **Pre-applications are due to Iowa DNR by 4:30pm Central Time on May 11, 2020. Pre-applications that are not received by the deadline will not be considered.**

**All pre-application materials shall be emailed to [nick.dellaca@dnr.iowa.gov](mailto:nick.dellaca@dnr.iowa.gov). Only pre-applications received with an email date and time before or on May 11, 2020 at 4:30pm will be accepted. You are encouraged to submit the pre-application before the deadline if possible.**

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## **Section E. Application Review Information**

### **REVIEW AND SELECTION PROCESS**

Prior to submittal to the National Park Service (NPS), all submitted pre-applications will initially be reviewed by Iowa DNR to assess and determine how well they meet ORLP objectives and priorities, along with the priorities outlined in the Iowa Statewide Outdoor Recreation Plan (SCORP). Each state is only permitted to submit up to four pre-applications to the NPS so all submitted pre-applications may not be selected by the Iowa DNR to move forward to the NPS.

Once a pre-application has been received from a state lead agency, the NPS LWCF program office will conduct an initial screening to determine whether the application is complete (i.e., at a minimum contains all Required Elements) and meets basic eligibility requirements (i.e., project is from an eligible applicant and/or sponsor, provides the minimum cost share, and its purpose is generally consistent with the LWCF Act and the objectives of this competition). Presuming it is found to be eligible for consideration, the project will be evaluated and scored in a field review conducted by both a technical panel of NPS staff focused mainly on LWCF-based requirements and a peer-based merit panel focused mainly on the project's purpose, purported benefits, and relevance to the competition objectives. (See Section E.1 to see which criteria each panel will review.) All proposals will be scored individually in accordance with the assigned weights of the evaluation criteria. Each proposal will be reviewed by at least 4 (four) reviewers but no consensus advice will be given. Both federal and non-federal experts may be used for the merit panel. Reviewers' scores will be compiled and averaged as needed to create a final score.

The scores and reviewer evaluations will be used by the competition managers to produce a ranked list of projects that will be recommended to the competition's selecting official - the Director of the National Park Service - for final selection. Generally, projects will be recommended in the ranked order unless there is justification to select out of order based upon:

- Availability of funding
- Geographic distribution of projects and/or funds
- Program objective and priorities (see Section A of this NOFO)
- The applicant's prior performance in managing LWCF grants and/or assisted sites
- The project's capacity to leverage non-Federal dollars.

The NPS will then request complete and final grant applications (see following Sections E.3 and Section F).

### **EVALUATION OF RECIPIENT RISK**

In accordance with [2 C.F.R. 200.205](#), applications selected for funding will be subject to a pre-award risk assessment, which may include a review of information contained within the applicant's proposal, past audits, Federal Awardee Performance and Integrity Information System (FAPIIS), and/or past performance on previous Federal financial assistance awards. Negative information that leads to a recipient being designated as "Medium Risk" or "High Risk" may result in specific conditions, as identified in [2 C.F.R. 200.207](#), being incorporated into the final award.

## Part I - Relevance of Proposed Project to Core Program Goals (Merit panel; up to 60 points total)

### 1. Improving physical and recreational access and addressing recreational deficiencies - 20 points

This criterion will assess the degree to which the proposed project will create or significantly enhance access to close-to-home park and recreation opportunities by expanding the quantity or quality of parks or other outdoor recreation areas.

Priority will be given to projects that (a) propose to create a new park/outdoor recreational area or *significantly* enhance the quality of an existing park/outdoor recreation area by upgrading the infrastructure to be able to provide new high priority recreation services, and (b) are located in densely-settled neighborhoods or communities that lack parks/outdoor recreation areas within a reasonable service area (within .5 miles or a 10-minute walk for a neighborhood park, or within 1 mile for a park serving multiple neighborhoods or a community); or whose existing park/outdoor recreation areas are not of a comparable caliber to park/recreation areas elsewhere in the jurisdiction; and/or whose park/recreation areas are otherwise inadequate to serve community needs.

### 2. Improving recreation service and economic opportunity for the target population - 15 points

This criterion will assess the degree to which the project will (a) improve outdoor recreational opportunities for low to moderate-income individuals or families for whom serious recreation deficiencies exist, (b) provide short-term and/or permanent employment opportunities, particularly within the same target community, and/or (c) help generate economic benefits for the community outside of the park.

Priority will be given to projects located where they will serve neighborhoods with significant populations of the target group that are lacking in recreation opportunities along with providing employment and economic benefits. Applicant responses are encouraged to include available data/statistics about the local populations to be served by the park/recreation area and be as specific as possible in describing anticipated employment and economic opportunities.

### 3. Project Engagement and Participation - 15 points

This criterion will assess the level of supportive partnership-building that has occurred the development of the project among the project sponsor, residents of the local community to be served by the park, the private sector, and community and/or conservation organizations.

Priority will be given to projects that can demonstrate that there has been and continues to be a deliberate initiative or effort by the project sponsor and/or its partner(s) to engage residents of the target neighborhood(s) in the project's development. Further, to projects where there is a substantial level of collaboration among the public and private sectors, including multiple levels of government, private/non-profit organizations, and community groups.

### 4. Innovation and Transformative Attributes - 10 points

This criterion will assess the degree to which the project encompasses or exhibits innovation, especially in ways that can be transformative for the neighborhood(s) and community in terms of revitalization. These qualities could be related to aspects such as: redevelopment of a blighted or distressed property; involvement of new or non-traditional partners; unique features in the project design; employment of novel solutions to challenges addressing the community's recreation needs; the ability to affect or advance other complementary and intrinsic benefits beyond providing new or enhancing park or other outdoor recreation spaces; and other similar characteristics.

This is a somewhat open-ended criterion but is an opportunity for project sponsors to describe and promote features of the project that go above and beyond the recreation services or opportunities the project will provide. Priority will be given to projects that demonstrate unique features that make them stand out relative to the other proposals submitted for the competition as well as the "typical" LWCF project.

## **Part II: Technical Merit and Qualification of Applicants (Technical panel, 15 points total)**

### **5. Project's Alignment with SCORP and other applicable plans - 5 points**

This criterion will assess the degree to which the project advances or is otherwise tied to the priority recreation needs and/or goals of the applicable state's 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 such as community revitalization, economic development, or open space plans.

Priority will be given to projects that meet clearly identified goals and/or needs in the SCORP, particularly any that are specific to urban areas, together with other applicable planning documents at different levels of government and/or private sector initiatives.

### **6. Project Readiness - 5 points**

This criterion will assess the status of the project to evaluate the readiness to be implemented (note the LWCF Manual requires the project break ground within one year of the date of award), the likelihood of successful execution of the project, and the viability of the period of performance for the project's execution.

Priority will be given to projects that are well into the planning stages such that implementation can begin within one year and the project could be opened to the public within 2 to 3 years.

### **7. Applicant and Partner Capacity - 5 points**

This criterion will assess the ability and likelihood of the project sponsor and partner(s) (if applicable) to initiate and successfully complete the project as well as effectively manage and sustain the park or recreation area to ensure long-term viability, particularly in the context of LWCF requirements. Also, assesses the project sponsor's (sub-recipient's) demonstrated capacity for appropriate grant management and successful compliance with grant conditions, particularly with past LWCF and/or other federal grants (if applicable).

Priority will be given to projects where the sponsor and/or partner(s) have experience with federal grants and have successfully completed similar projects with no problems complying with grant regulations or program-specific terms and conditions; and where there appears to be capacity for successful long-term park management and protection. If the sponsor is a past LWCF grant recipient, the sponsor does not have any known outstanding Section 6(f)(3) conversion issues that are not in the process of and on track for successful resolution.

## **Part III - Financial Support and Leveraging (Technical panel, 25 points total)**

### **8. Viability and reasonableness of the project's budget - 10 points**

This criterion will assess the eligibility and reasonableness of the costs included in the project's budget, whether the budget seems realistic for the scope of work, and the availability of or firmness of commitments for the full amount of funds needed to complete the project, including any match commitment(s) that exceed the 1:1 requirement.

Priority will be given to project proposals with clear and detailed budgets that contain all or mostly LWCF-eligible cost items that are reasonable and obviously related to the scope of the work for which the grant funds are specifically being requested. Priority will also be given to projects where funding to cover the entire project budget is mostly in place (excluding the grant amount), particularly any amounts promised as overmatch.

### **9. Partner Support and Leveraging - 15 points**

This criterion will assess the degree to which the project is or will be supported by partnerships with the public, private, and/or non-profit sectors through contributions of money, land, supplies, services, etc., and the extent of financial leveraging of the federal share with non-federal public, private, and/or non-profit resources that allow the project budget to exceed the 1:1 match required by the LWCF Act.

Priority will be given to projects involving multiple and diverse partnerships that have resulted in contributions of financial resources, particularly non-public resources; and that exceed the minimum 1:1 match level primarily with LWCF-eligible costs.

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## Section F. Project Reporting

### **FEDERAL AWARD NOTICES**

Once final decision is made by the NPS about award of a grant, a project agreement will be signed by the applicable LWCF Financial Assistance Awarding Officer for the Iowa LWCF Region. Iowa DNR will then make a sub-award to the local project sponsor. In no case will the NPS make an award directly to the local sponsor. Until the project agreement is signed, the sponsor should not begin work on the project that would result in the incurring of expenses desired for reimbursement from the grant or for use as match, unless for eligible pre-award costs or the project has a waiver of retroactivity.

### **FINANCIAL STATUS REPORTS**

A report of expenditures is required as documentation of the financial status of awards according to the official accounting records of the recipient's organization. The financial information will be reported by completing and submitting the Federal Financial Report (FFR), SF-425. Financial reports will be required annually and shall be submitted within 90 calendar days after the end of the annual reporting period. The Financial Assistance Awarding Officer may designate a reporting schedule requiring more frequent repowering based on the assessment of risk. The reporting requirements will be defined within the grant agreement. A final FFR shall be submitted no more than 90 calendar days after the conclusion of the project or the end date of the agreement, whichever comes first.

### **PERFORMANCE REPORTS**

A report of performance is required as documentation of performance towards the accomplishments of the Federal award, detailing project activity and participant profile information. These reports are submitted to the applicable NPS program officer for the specific state. Performance reports will be required annually and shall be submitted within 90 calendar days after the end of the annual reporting period. The first reports will be due one year + 90 days following the end of the quarter in which the award was originally made. For example, an award made in September of 2020 will have its report cycle end date as September 30. So, the first "annual" report, for October 1, 2020 to September 30, 2021, will be due by December 29, 2021 and then in subsequent annual intervals until the grant project is completed. The Financial Assistance Awarding Officer may designate a reporting schedule requiring more frequent reporting based on the assessment of risk. Reporting requirements will be defined within the grant agreement. A final performance report with request for final payment, shall be submitted no more than 90 calendar days after the conclusion of the project or the end date of the agreement, whichever comes first. Other deliverables, such as a final on-site inspection report, are required. These must be approved by the NPS before final payment can be made.

### **Non-Compliance:**

Failure to comply with the reporting requirements contained in an agreement may be considered a material non-compliance with the terms and conditions of the award. Non-compliance may result in withholding of future payments, suspension or termination of the agreement, recovery of funds paid under the agreement, and the withholding of future awards. The specific information regarding type, frequency and means of submission of post-Federal award reporting requirements will be contained in the award document.