

Outdoor Recreation Legacy Partnership (ORLP) Program Pre-Application Information

Please be sure to fill out the budget section before submitting the pre-application. For help with filling out the budget section, see the budget portion of the eCivis help doc by [Clicking Here](#)

- Current Volunteer Rate: \$28.54
- Current Mileage Reimbursement Rate \$0.445/mile

Profile

grantstaff@azstateparks.gov

Project Title

Blank ORLP Application

Organization Name

-

Project Sponsor Information

Project Agency (Sponsor)

-

Project Sponsor Address

-

City

-

Zip Code

-

Company/Organization/Agency Website

-

[Land and Water Conservation Fund \(LWCF\) State Assistance Program](#)

Type of Applicant

State Agency

Project Coordinator Information

Project Coordinator (First name):

-

Project Coordinator (Last name):

-

Project Coordinator Job Title:

-

Project Coordinator Email:

-

Project Coordinator Phone:

-

Secondary Project Coordinator

Secondary Project Coordinator (First name):

-

Secondary Project Coordinator (Last name):

-

Secondary Project Coordinator Job Title:

-

Secondary Project Coordinator Email:

-

Secondary Project Coordinator Phone:

-

Authorized Official

This is the individual with the authorization to sign official documents. This individual assumes legal responsibility for documents signed.

Authorized Official (First Name):

-

Authorized Official (Last Name):

-

Authorized Official Job Title:

-

Authorized Official Email:

-

Authorized Official Phone:

-

Upload a Project Timeline

ArizonaStateMap.pdf

Project Summary

Blank ORLP Application

Project Information

[Statewide Comprehensive Outdoor Recreation Plan \(SCORP\)](#)

Which Statewide Comprehensive Outdoor Recreation Plan (SCORP) Priorities does this project meet (Please include section and page number)? Also, explain how this project addresses the identified priorities.

-

Project Funding Request Amount (\$)

\$0.00

Match Amount: (Requires a dollar for dollar match)

\$0.00

Total Project Cost: (Request + Match)

Please be sure to fill out the budget section before submitting the pre-application.

Average Score

of Reviews

0

of Denials

0

Additional Information

Please use the following link to view the Budget

Budget Worksheet

View Budget Worksheet

<https://portal.ecivis.com/#/peerBudget/E2697B0E-5761-4237-9B0F-A7C1A8108D94>

Application Goals

View Application Goals

<https://portal.ecivis.com/#/peerGoals/81747653-D9F8-4105-A5D2-FC94CBAAD2F7>

Applications: File Attachments

Upload a Project Timeline

ArizonaStateMap.pdf

Applicant Information

Tell us about you.

Linked Applicant

jeff.schmidt37@yahoo.com

First name

-

Last name

-

Email

grantstaff@azstateparks.gov

Title

-

Company

-

Company Website

-

City

-

State

Arizona

Organization Information

Tell us about your organization.

Organization Name

-

Employer Identification Number (EIN)

-

DUNS

-

Authorized Representative

-

Business/Finance Representative

-

Organization Address

Address

-

Address 2

-

City

-

State

Arizona

County

-

Congressional District/Region

-

Zip

-

Phone

-

Phone Extension

-

Fax

-

Authorized Representative (if different from above)

Name

-

Title

-

Email

-

Phone

-

Business/Finance Contact (if required)

Name

-

Title

-

Email

-

Phone

-

Application & Summary: Blank ORLP Application

Linked form to Applications

Blank ORLP Application

Application/Project Title

Blank ORLP Application

Organization Name

-

Land and Water Conservation Fund (LWCF) and Outdoor Recreation Legacy Partnership Program (ORLP) Application

[LWCF Grant Manual](#)

Cover Letter

ArizonaStateMap.pdf

Project Informaiton

Project Type

Renovation: Public Outreach Recreation Facility 20+ Years Old

Project Location (Address, Town/City)

-

Project County (select all that apply)

Statewide

[Click on this link to verify your Congressional and Arizona Legislative Districts](#)

Project Congressional District (check all that apply)

All Districts

Project Legislative District (check all that apply)

All Districts

Is the need for the proposed project identified in a locally approved Municipal Comprehensive Plan, a municipal recreation plan, and/or a municipal open space plan?

Yes

Attach Plan Here:

ArizonaStateMap.pdf

Has the organization adopted the comprehensive plan?

Yes

Does the organization have a current "State Certified Growth Management Plan"?

Yes

Attach Plan Here:

ArizonaStateMap.pdf

U.S. Census Data

Based on most recent US Census data, please provide the following:

[Link to Most Recent US Census Data](#)

Population of Community in which project is located:

0

Community Median Family Income (\$):

\$0.00

Percentage of People with Disabilities (%):

0.00

Demographics

Please provide the percentage (%) of each demographic based on the most recent census data. Input number as a percent with up to two decimal places. Ex. 12.35% If none, enter (0).

1. Hispanic or Latino:

0.00

2. White:

0.00

3. Black or African American:

0.00

4. Native American or American Indian:

0.00

5. Asian/ Pacific Islander:

0.00

6. Other:

0.00

Record Title

[View Budget Worksheet](#)

[View Application Goals](#)

Application & Summary: File Attachments

Cover Letter

ArizonaStateMap.pdf

Attach Plan Here:

ArizonaStateMap.pdf

Linked Form to Application

Blank ORLP Application

Land and Water Conservation Fund (LWCF) Criteria Form

Project Evaluation

Grant reviewers and committee members will be looking to see how applicants incorporate core components of the updated Statewide Comprehensive Outdoor Recreation Plan (SCORP) in each section of the LWCF Criteria Form.

Criterion 1 (20 Points): Extent of Outdoor Recreation and Economic Needs

Criterion 2 (20 Points): Appropriateness of Project to Meet Community Outdoor Recreation and Economic Needs

Criterion 3 (20 Points): Community Involvement in, and Support of, Proposed Project

Criterion 4 (10 Points): Embracing New Parks and Innovative Project Attributes

Criterion 5 (10 Points): Project Alignment with SCORP and Other Applicable Plans

Criterion 6 (20 Points): Project Feasibility and Likelihood of Success

Criterion 1: Extent of Outdoor Recreation and Economic Needs

Maximum Points: 20

This criterion assesses the extent of deficiency (based on quantity or quality) of close-to-home outdoor recreation areas/resources within walking distance of the target neighborhood, and the degree to which the project will serve the most economically-disadvantaged populations.

Priority will go to projects in neighborhoods:

- 1) with no parks/outdoor recreation resources or not enough to support the size or demand of the population, or where the existing parks/resources are so deteriorated as to make them obsolete
- 2) that serve populations with poverty rates of at least 20% and/or where the poverty rate exceeds the county and state rates by at least 10%.

The local community refers to those within a .5 mile or 10-minute walk of the recreation area (or 1 mile if recreation site is serving multiple communities) and the proposed project/work refers to only the work that would be completed if an ORLP grant is awarded (not the larger project).

A. Describe the amount of, and types of, existing recreation resources within both a .5 and 1-mile radius of the proposed project area/site.

-

B. 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.

-

C. Describe the recreation service area of this park and the estimated number of people who live within .5 and 1 mile.

-

D. State, statistically, where the local community falls within the poverty scale for economically-disadvantaged populations relative to the county and state and include any other relevant economic and demographic information.

-

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

Maximum Points: 20

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

Priority will be given to projects:

- 1) Creating new outdoor recreational areas/resources, or comprehensively enhancing the quality of existing park/outdoor

recreation areas that are so deteriorated/obsolete that major rehabilitation is necessary to significantly Page 23 of 33 increase the number of people or user groups who could be served in a way that would be equivalent to a new park, and

2) Providing the greatest amount of short-term/permanent employment opportunities and overall economic benefits to the community.

A. 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).

-

B. Describe the new or expanded types of outdoor recreation opportunities and/or capacities that will be created as a result of the project.

-

C. Describe the activities and uses for the project site after acquisition and/or development.

-

D. 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.

-

E. Describe the anticipated economic benefits that will be produced by the project such as short- and long-term employment opportunities and/or community-wide economics benefits stimulated by the project.

-

Criterion 3: Community Involvement in, and Support of, Proposed Project

Maximum Points: 20

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

Priority will be given to projects that:

1) Demonstrate the highest degree of effort or initiative to engage residents of the target neighborhood(s) in the project's development, and

2) Demonstrate the most significant amount of collaboration among the public and private sectors, including multiple levels of government, private/non-profit organizations, and community groups, 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.

A. Describe the process that led to the development of this proposal. In particular, focus on efforts engaging the public, especially the local community that will be served by the park, and their participation in the project as well as that of other interested/affected entities.

-

B. Describe the partnerships or other collaborative efforts that have helped, or will help, to facilitate the project.

-

C. Describe or provide evidence of local support for the project, particularly from the local community.

-

Upload Reference Letters of Support Here:

D. Describe the how 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 or ORLP assistance, and

2) Encompass innovative characteristics.

A. Has this site previously received LWCF or ORLP funding?

Yes

a. Describe what was funded and how much was awarded, and support the reason this park/site deserves additional funds as much as or more than a park/resource that has not.

-

B. Describe the ways in which this project incorporates innovative characteristics.

These qualities could be related to aspects such as:

- redevelopment of a 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 new or enhancing park or other outdoor recreation spaces
- other similar characteristics

Describe Here:

-

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 priority recreation needs and/or goals of the applicable 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 (such as community revitalization, economic development, or open space plans).

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 urban areas generally within the state or the urban area in which the project is located
- 2) At least 4+ additional, applicable planning documents at different levels of government and/or private sector initiatives

A. State the specific SCORP goals or needs that the proposed project will advance or implement, and support how this project addresses each goal/need.

-

B. 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.

-

C. 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.

-

D. Please upload all applicable planning documents here:

If documents exceed file size limit, upload additional documents here:

Criterion 6: Project Feasibility and Likelihood of Success

Maximum 20 Points

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) Can break ground within one year and will be complete and open to the public within 2 to 3 years,

- 2) Are managed by project sponsors and partners with proven experience in successfully managing similar projects with no problems,
- 3) That can demonstrate a clear capacity, and a plan, for successful long-term park management and protection,
- 4) Have budget costs that are clear, necessary, reasonable, allowable, allocable, and
- 5) Have matching share that is fully secured.

State the specific SCORP goals or needs that the proposed project will advance or implement, 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.

-

Linked Form to Applications

Blank ORLP Application

LWCF-ORLP Cultural Clearance Review Form

Instructions

1) To assist in answering questions concerning potential impacts on resources in the project area please follow the below link to the Arizona Game and Fish Environmental Review Tool. Instructions on how to submit a project through the Arizona Game and Fish Environmental Review Tool are attached below. Please complete and submit your project through the Arizona Game and Fish Environmental Review Tool. Shortly after submitting your project, a completed report will be emailed to you. This report contains information that will assist in the completion of your application. This report also contain a series of maps that are required for subsequent sections of the application. Please complete this report before completing this section of the application.

2) The State Historic Preservation Office (SHPO) will review each project to determine the effect, if any, a proposed project may have on significant archaeological and/or historical cultural resources. Significant cultural resources are those that are eligible for listing on the Arizona or National Registers of Historic Places. Each grant application recommended for funding will be reviewed as part of this process. To assist in this review, the applicant is required to submit the following information with each application for funding assistance.

[AZ Game and Fish Environmental Review Tool](#)

For additional instructions, please refer to the [AZ State Parks & Trails Grants Manual](#)

Section I. Attachments

If these documents are missing, your project cannot be reviewed, and your application and funding will be delayed.

1. A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

2. A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

3. A copy of State Historic Preservation Office (SHPO) comments, if the survey report has already been reviewed by SHPO.

4. If applicable to the project, attach a current agency Decision Memo.

Additional Documents: Upload additional surveys and any other documents related to cultural resources here:

Section II.

Please answer the following:

Current Land Owner/Manager(s):

-

Project Location, including Township, Range and Section:

-

1) Total project area in acres (or total miles if trail):

-

2) Does the proposed project have the potential to disturb the surface and/or subsurface of the ground?

Yes

3) Project Description and Impacts

a. Please provide a description (what, where, why, and how) of the proposed project, and specifically identify any surface and/or subsurface impacts that are expected.

-

b. Provide measurements for anticipated surface (areal) and subsurface (depth) disturbances that will be part of the proposed project.

-

c. Discuss both direct and indirect impact areas, such as staging areas and access routes that will be used as part of the project.

-

4) Ground Surface Information

a. Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.).

-

b. Estimate horizontal and vertical extent of existing disturbance

-

5) Has the project area been previously surveyed for cultural resources by a qualified archaeologist?

Yes

Please submit a copy of the survey report and attach any comments on the survey report made by the land managing agency and/or SHPO

ArizonaStateMap.pdf

6) Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area?

Yes

File Upload

ArizonaStateMap.pdf

7) Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area?

Yes

If yes, you must contact Parks staff to receive an Arizona Historic Property Inventory Form. The form will be provided in a Word version. Upload below when completed

Arizona Historic Property Inventory Form

ArizonaStateMap.pdf

8) Is your project area within or adjacent to a historic district?

Yes

Name of district:

-

Section III

Will your project involve any of the following activities? (please check all that apply)

Purchase of trail maintenance equipment materials, and supplies (i.e., mowers, tractors, shovels, hammers, etc.), Trail Bridge rehabilitation or replacement, Signs, kiosks, and markers replacement or installation, Upgrading the trail and/or parking lot from dirt to stone or woodchips, or stone/woodchips to paved (asphalt, concrete, etc.), Fencing, guardrail, retaining wall, or berm replacement or installation, Drainage, Landscaping

Compliance under the Americans with Disabilities Act (ADA) including the following:

Ramps, Railings, Resurfacing (to pavement or boardwalk), Parking and Trail Access, Signage, Portable Toilets, Permanent installation of ancillary facilities (ex. port-a-potties, bike racks, lighting, benches, trash receptacles, etc.), Renovation and restoration of trails and trail access routes, in-kind within an established path or trail way, Regrading of trail and/or parking areas within established trail way, Striping and restriping, Debris removal, Educational materials, Connector trails within boundaries of existing property, Repair of existing signs, kiosks markers, bridges, fences, guardrails, retaining walls, and berms

If any items from section III are checked; Please provide a short description of the work to be done:

-

CE Checklist (NEPA)

To assist in answering questions concerning potential impacts on resources in the project area please follow the below link to the **Arizona Game and Fish Environmental Review Tool**. Please complete and submit your project through the Arizona Game and Fish Environmental Review Tool. Shortly after submitting your project, a **completed report** will be emailed to you. This report contains information that will assist in the completion of your application. This report also contain a series of maps that are required for subsequent sections of the application. Please complete this report before completing this section of the application.

For instructions on how to complete this form, please refer to the [AZ State Parks & Trails Grants Manual](#)

Link: [AZ Game and Fish Environmental Review Tool](#)

If the answer to all of the below questions is NO, the proposed action qualifies for processing as a C-list Categorical Exclusion action under 23 CFR 771.117(c)(23). If the answer to any of the below question is YES, contact the Recreational Trail Program Coordinator to confirm the level of environmental documentation.

Please attach completed Game and Fish Report:

ArizonaStateMap.pdf

1. Does the project involve any permanent easement or acquisition of right-of-way?

Yes

2. Are there National Register listed or eligible sites in the Project Area?

Yes

3. Will the project affect any National Register listed or eligible sites?

Yes

If “yes” to question #2 or #3, briefly summarize and attach the following: survey reports, determinations and concurrences from the State Historic Preservation Office or Tribal Historic Preservation Office, and any agreements for resolution of adverse impacts.

ArizonaStateMap.pdf

Additional Upload:

Summarize here:

-

4. Does the project involve construction in, across or adjacent to a river component?

Yes

Does the project require a U.S. Army Corps of Engineers Section 404 permit?

Yes

[Section 404 Permit Link](#)

5. Are there threatened or endangered species or critical habitat designated or proposed under the Endangered Species Act present?

Yes

If “yes” does the project have a determination of “may affect, likely to adversely affect”?

Yes

Describe impacts and attach the most relevant biology survey and documentation of consultation with U.S. Fish & Wildlife Service or Tribal Wildlife Service.

ArizonaStateMap.pdf

Describe here:

-

6. Will the project result in 1 or more acres of ground disturbance?

Yes

If “yes” describe the impacts, list permits, and attach documentation of consultations.

ArizonaStateMap.pdf

Describe here:

-

7. Does the project involve any other impacts that may be considered unusual?

Yes

Please explain:

-

Cultural Clearance/ NEPA: File Attachments

Please submit a copy of the survey report and attach any comments on the survey report made by the land managing agency and/or SHPO

ArizonaStateMap.pdf

File Upload

ArizonaStateMap.pdf

Arizona Historic Property Inventory Form

ArizonaStateMap.pdf

Please attach completed Game and Fish Report:

ArizonaStateMap.pdf

If “yes” to question #2 or #3, briefly summarize and attach the following: survey reports, determinations and concurrences from the State Historic Preservation Office or Tribal Historic Preservation Office, and any agreements for resolution of adverse impacts.

ArizonaStateMap.pdf

Describe impacts and attach the most relevant biology survey and documentation of consultation with U.S. Fish & Wildlife Service or Tribal Wildlife Service.

ArizonaStateMap.pdf

If “yes” describe the impacts, list permits, and attach documentation of consultations.

ArizonaStateMap.pdf

Maps. Trails & Photos: 29686456

Linked Form to Applications

Blank ORLP Application

LWCF Maps and Photos Form

Instructions:

Maps/Plans:

If you are submitting more than one (1) map please combine all maps into one (1) file, convert to a PDF document and then upload to this section.

Maps should include:

- A neighborhood/community map showing the location of the project and any other existing recreation resources in the vicinity of the project site;
- A map or aerial photo clearly delineating the specific project site to be acquired/developed, including the proposed boundary of the area;
- A plan or sketch of the site that depicts the likely location of planned recreational improvements and other features such as where the public will access the site, parking, etc.

1. 6(f)(3) Boundary Map: shows the boundaries of the property to be acquired and/or developed with federal funds that will be subject to all terms and conditions of the Land and Water Conservation Fund Act, including the "retention" obligation (see application section 1.9).

The 6(f)(3) Boundary Map must include:

- Dimensions of 6(f)(3) boundaries
- Total acreage included within 6(f)(3) boundary
- GPS coordinates
- Physical features abutting site (roads, water bodies, utility corridors, etc.);
- Existing recreational facilities;
- Proposed elements of the LWCF project;
- Means of access to the LWCF site from a public way (must be included in the 6(f)(3) boundary
- North arrow
- Nearest cross streets

2. Plans/Specifications: If available, final design plans and specifications should be submitted to provide additional information on the proposed development. - The plan should be to scale and not to exceed 11" x 17".

Photos:

1. Application must include color maps of the project site and photos that help provide a general description of the project activities. Please upload a series color photographs that show the project area, land acquisition or specific features.
2. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section.
3. Please download the [State Map Form](#) & mark the location of your project area; when complete upload the State Map as a cover sheet to your map documents.

Maps

ArizonaStateMap.pdf

Plans/Specifications

Photos

ArizonaStateMap.pdf

Maps. Trails & Photos: File Attachments

Maps

ArizonaStateMap.pdf

Photos

ArizonaStateMap.pdf

Linked Form to Applications

Blank ORLP Application

Resolution & Authority to Apply LWCF

Instructions

Applicants will upload two (2) separate documents on this form:

1. **Resolution**
2. **Project Certification/Authority to Apply**

1. Resolution

Resolution Number:

-

Project Sponsor Name:

-

Project Sponsor's Governing Body (if different from Sponsor Name) :

-

Signed by:

-

Date:

09/01/2021

A draft resolution may be submitted with the application. The final resolution must be provided before the Project Sponsor Agreement can be signed. The application will be ineligible if a resolution is not submitted.

Please Upload Resolution Here:

ArizonaStateMap.pdf

2. Project Certification/Legal Authority to Apply

Applicant must submit on Municipal/Agency/School letterhead:

Steps:

- Step 1. Use the language provided;
- Step 2. Copy to a Word document; agency letterhead
- Step 3. Collect necessary signatures
- Step 4. Upload document below (Browse Feature)

This is to certify that the (legislative body - i.e., Town Meeting, City Council, etc. and name of City/Town) hereby authorizes (name or title of Municipal official, Agency, or Department) to make application for financial assistance under the provisions of the Land and Water Conservation Fund Act, Public Law 88-578 for (specify acquisition or development) of (give title of project as it will appear on the project application).

This further certifies that the (legislative body and name of City/Town) is familiar with the terms and conditions of the Land and Water Conservation Fund Project and hereby authorizes (name or title) to enter into said agreement between (name of municipality) and the State of Arizona upon federal approval of the above identified project.

This further certifies that the (name of agency or department) has been legally constituted and is responsible for planning and carrying out the municipal recreation program, and the continued operation and maintenance of this completed project in accordance with the terms and conditions of the Land and Water Conservation Fund Project Agreement (provide data on how established and organized).

Date/Signature

Upload Project Certification/ Authority to Apply Here:

ArizonaStateMap.pdf

Resolution: File Attachments

Please Upload Resolution Here:

ArizonaStateMap.pdf

Upload Project Certification/ Authority to Apply Here:

ArizonaStateMap.pdf

Tenure and NPS Forms: 29686501

Linked Form to Applications

Blank ORLP Application

Evidence of Control & Tenure LWCF

The applicant is responsible for operation and maintenance of grant assisted facilities or equipment and retention of land acquisitions according to the Term of Public Use established in the General Provisions. The Term of Public Use must be at least 25 years for equipment over \$50,000 (personal property), 25 years for facilities (real property) and 99 years for acquired land.

The applicant MUST submit documentation to demonstrate the control (i.e., deed, lease, easement, etc.) and tenure (i.e., 25 years, 50 years, etc.) of the land where the project site is located. For a development project, the applicant must include copies of the document which evidences control and tenure of the proposed project site. Evidence of control and tenure can be shown by submitting copies of the required documents listed in either #1 or #2 below.

1) Title or Deed -- If the land proposed for development is owned by the applicant, the following must be submitted with the application:

- copy of the recorded title or deed
- legal description of the deed with an attached map
- updated copy of title insurance for the property or a title opinion

In lieu of title insurance, a "title opinion" of the applicant's legal representative may be submitted. This opinion will certify that the title is vested in the applicant and there are no outstanding liens or encumbrances imposed against the property, which would adversely affect the proposed development.

2) Leases, Easements, Permits, or Special Use Agreements -- Lands not owned by the applicant may be developed with grant assistance if provisions exist in a lease or use agreement. The lease, permit, or special use agreement must adequately safeguard the long-term use of the land for public recreation in perpetuity. AN APPLICATION WILL BE CONSIDERED INELIGIBLE IF A LEASE OR SPECIAL USE AGREEMENT IS NOT INCLUDED IN THE APPLICATION. The following must be submitted with the application:

- copy of the signed lease, easement, permit, or special use agreement.
- map depicting the area(s) existing or proposed for lease, easement, permit, or agreement

*NOTE: For a development project, an applicant must have a minimum of a 25-year lease with at least 20 years remaining at the time an application is submitted. The lease must include the provisions that (1) the lessee has the first right of lease renewal, and (2) the lessor cannot cancel the lease without cause. If the a 25-year lease has at least 20 years remaining, the application must include a letter of intent to exercise the option to renew (page 20). Proposed projects on State Trust Land leases will be considered on a case-by-case basis, however; must comply with the 25-year Term of Public Use.

Upload Tenure of Property/ Evidence of Control here:

ArizonaStateMap.pdf

Additional Upload:

Additional Upload:

Required National Park Service Forms

Instructions

The following forms are specific to National Parks Service (NPS) and must be completed and submitted with the entire grant application. Note: For this cycle Arizona State Parks & Trails is not permitted to re-create these forms in eCivis. Documents are a combination of PDF and Word forms.

Steps:

1. Download (each form)
2. Complete
3. Upload each document in the appropriate field below

Required Documents

1. [Budget Information- Construction Programs; Standard Form 424C](#)

2. [Assurances - Construction Programs; Standard Form 424D](#)
3. [Description and Notification Form \(DNF 10-903\)](#)
4. [Application for Federal Assistance SF-424](#) *Download to View
5. [Application and Revision \(A&R\) Form](#)

NPS Forms

Upload each form below

1. Budget Information- Construction Programs; Standard Form 424C

ArizonaStateMap.pdf

2. Assurances - - Construction Programs; Standard Form 424D

ArizonaStateMap.pdf

3. Description and Notification Form (DNF 10-903)

ArizonaStateMap.pdf

4. Application for Federal Assistance SF-424

ArizonaStateMap.pdf

5. Application and Revision (A&R) Form

ArizonaStateMap.pdf

Tenure and NPS Forms: File Attachments

Upload Tenure of Property/ Evidence of Control here:

ArizonaStateMap.pdf

1. Budget Information- Construction Programs; Standard Form 424C

ArizonaStateMap.pdf

2. Assurances - - Construction Programs; Standard Form 424D

ArizonaStateMap.pdf

3. Description and Notification Form (DNF 10-903)

ArizonaStateMap.pdf

4. Application for Federal Assistance SF-424

ArizonaStateMap.pdf

5. Application and Revision (A&R) Form

ArizonaStateMap.pdf

Linked Form to Applications

Blank ORLP Application

LWCF Certification

Instructions

The authorized official for your agency must sign (Type) in the space provided below. We no longer need a handwritten signature on these documents or a hard copy of the application. However, for the electronic signature process to work the authorized official must also be registered in eCivis with their own unique username and password.

Check the box below each section to confirm acknowledgement

If your supervisor is required to sign grant documents please have your supervisor contact Parks staff at 480-340-1305 for assistance. You cannot sign (Type) on-behalf of your supervisor.

Authorized officials must log in using their unique use name and password and type their name, title, date below.

Certification

Each successful ORLP grant recipient is required to pay a surcharge of 6% of the grant award to State Parks. Revenue from the surcharge payments is used to administer the LWCF Program. The surcharge is non-reimbursable and must be separate from project matching funds. *For example, if you request and receive an award for \$100,000 dollars your agency will be required to submit a check for \$6,000 to ASPT prior to the start of the project.

LWCF Surcharge Acknowledgement

The ability of the applicant to operate, maintain, or manage the facilities constructed or land acquired with grant funds throughout the required term of use is an essential factor of the LWCF grant programs. These grant programs mandate that any facilities or land, including natural areas or open space, purchased with grant funds be available for public use in perpetuity.

Project Sustainability Acknowledgement

The certified application form MUST be electronically signed and dated by the individual authorized to act on behalf of the project sponsor entity / organization in conducting all official business related to the project (same person as specified in project sponsor's Resolution/Authority To Apply Form).

A signature page with the following information must be signed by the Authorized Agent and uploaded below to complete this application

I hereby certify that the information in this application is true and correct and that our agency agrees to comply with all appropriate procedures, guidelines, and requirements established by Arizona State Parks & Trails.

Project Sponsor Name:

Authorized Agent:

Title:

Contact Information:

Date:

Authorized Agent Signature Page

ArizonaStateMap.pdf

Additional Documents for LWCF

Please upload additional documents below (if applicable):

File Upload

File Upload

File Upload

Certification&Documents: File Attachments

Authorized Agent Signature Page

ArizonaStateMap.pdf