



# LWCF Informational Webinar

January 17, 2023



# Agenda

- Introductions
  - NC Division of Parks and Recreation, Grants and Outreach (DPR)
  - Recreation Resources Service (RRS)
- LWCF Funding Flow
- LWCF Submission Process
- Program Resources
- LWCF Grant Timeline
- Eligibility
- Matching Funds
- NPS Documentation
- Scoring Documentation
- Submission Procedures



# Introductions

- [NC Division of Parks and Recreation](#)
- [Recreation Resources Service](#)



# NC Division of Parks and Recreation

## Recreation Grants and Outreach Staff

**Manager**

**Vonda Martin**

[vonda.martin@ncparks.gov](mailto:vonda.martin@ncparks.gov)

919-707-9338



**Grants Specialist**

**Lillian Heaton**

[lillian.heaton@ncparks.gov](mailto:lillian.heaton@ncparks.gov)

919-707-9362

**Grants Specialist**

**Cande Killian Wood**

[cande.killianwood@ncparks.gov](mailto:cande.killianwood@ncparks.gov)

919-707-9370

**Mailing Address**

1615 Mail Service Center  
Raleigh, NC 27699-1615

**Physical Address**

Division of Parks and Recreation  
Nature Research Center, 2nd floor  
121 W. Jones St.  
Raleigh, NC 27603



# Recreation Resources Service



**NC STATE UNIVERSITY** College of Natural Resources

**RRS Main Office**  
**NC State University**

📞 919-515-7118    ✉️ recreationresources@ncsu.edu    🔗 <https://rrs.cnr.ncsu.edu>

RRS has five service regions with offices in Asheville, Troutman, Raleigh, and Swansboro NC. Please contact the main RRS office to be directed to your Recreation Consultant for assistance



# Recreation Resources Service

West-

Blake Covington-  
bwcoving@ncsu.edu

Central North-

Trey Fouche-  
jfouche2@ncsu.edu

Central South-

Alex Godette-  
magodett@ncsu.edu

Northeast-  
Scott Payne-

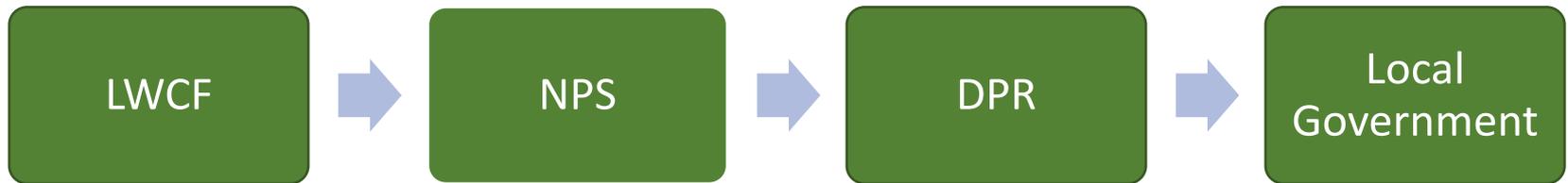
rrspayne@ncsu.edu

Southeast-

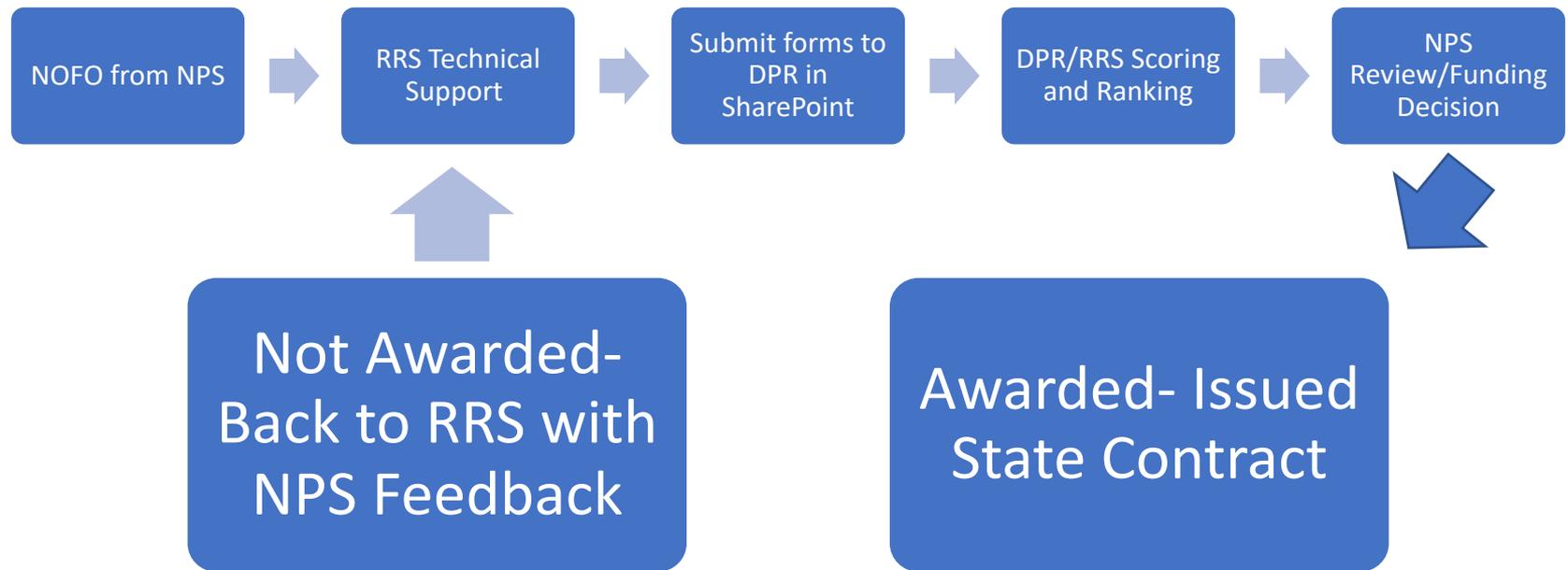
Brittany Shipp-  
bwshipp@ncsu.edu



# LWCF Funding Flow



# LWCF Submission Process



# Program Resources

- [Land and Water Conservation Fund Manual](#)
- [LWCF Forms](#)
- [Most Current Notice of Funding Opportunity](#)



# LWCF Submission Timeline

Application documentation may be submitted at any time. However, be aware of absolute deadlines if your project includes matching funds with timeline constraints.

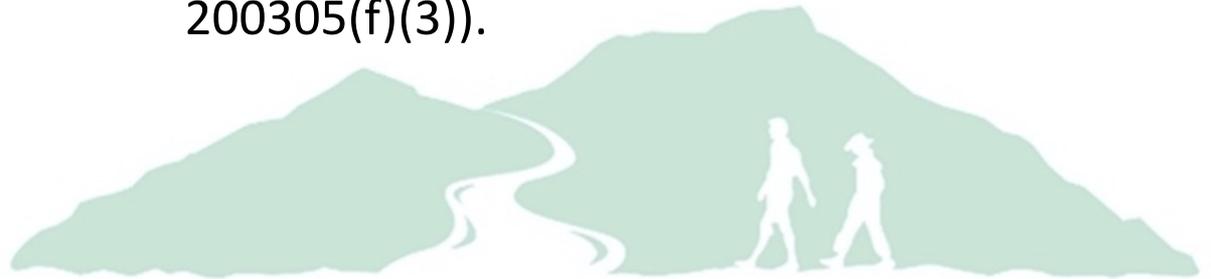
## 2023 Funding Cycle

January 2023	Announcement	The North Carolina Division of Parks and Recreation (DPR) informs local governments about the availability of LWCF matching grants and how to apply. Electronic copies of the application are available on the website.
January 17, 2023	Information webinar	DPR provides applicant training through Microsoft Teams.
February 17, 2023	Application review deadline for Round 2	Local governments may submit their draft applications to their RRS regional consultant for a technical review to ensure that the application is complete.
March 17, 2023	Application deadline for Round 2	Applicants must submit their application through their assigned SharePoint portal by 5 p.m. Late or incomplete submissions may be delayed until a subsequent funding round.



# Eligibility

- LWCF dollar-for-dollar matching grants to local governments for the acquisition and/or development.
- A local government can request a maximum of \$500,000 with each application.
- North Carolina counties and incorporated municipalities are eligible for LWCF grants. Federally recognized Native American tribes are also eligible.
- LWCF grants can be used to acquire land for a public park; to develop outdoor recreation and support facilities; or a combination of both. A project must be located on a single site.
- LWCF funded projects are reserved for public outdoor recreation in perpetuity (54 U.S.C. § 200305(f)(3)).



# Matching Funds

- An applicant must match the grant with a minimum of 50%. Due to a federal share cap of \$500,000, a greater match is required for projects that exceed total costs of \$1 million
- Matching funds can be cash-on-hand, private donation, bonds, and other state or local grants as allowed by the grantor
- Matching funds cannot be other federal funds with the exception of
  - Community Development Grants
  - Safe, Accountable, Flexible, Efficient Transportation Equity Act
  - Fixing America's Surface Transportation Act
- LWCF funding cannot be used to match other federal funding opportunities



# NPS Documentation

- [Application and Revision \(10-904\)](#)
- [Project Abstract Summary](#)
- Project Narrative
- Location Map
- LWCF Boundary Map
- NHPA/[SHPO Documentation](#)
- [SF 424C](#)- Budget for Construction
- Budget Narrative
- Proof of Ownership
- Pre-Award Site Inspection Report- RRS



# Application and Revision (10-904)

- Cover sheet and Section 1 (A-C) completed by DPR
- Section 1 (D), 2, and 3 completed by local government
- Section 4 completed post award



# Application and Revision (10-904)

- Completed by local government



## Application and Revision (A&R) Form

Grant Name: \_\_\_\_\_  
For amendments, include the amendment number (e.g. ##-####.#)

LWCF Grant Number (if known): \_\_\_\_\_  
LWCF Grant Number(s) for prior LWCF Assistance (if applicable): \_\_\_\_\_

FBMS Grant Number (if known): (e.g., P##AP#####)

Date of Preparation: \_\_\_\_\_

- New project grant application (fill out section 1.0, 2.0 with relevant sub-section(s), and 3.0):
  - Acquisition (fill out section 2.1)
  - Development/Renovation (fill out section 2.2)
  - Combination Acquisition & Development/Renovation (fill out both sections 2.1 and 2.2)
- New Planning Grant Application (attach narrative – see manual)
- Amendment during active period of performance (fill out section 4.0) – *check all that apply, below*
  - Scope change (fill out section 4.1)
  - Cost increase (fill out section 4.2)
  - Time extension (fill out section 4.3)
- Other administrative change (fill out this page and include explanation in transmittal)

Brief Description of Proposal (for amendments, describe only the changes proposed):

\_\_\_\_\_



# Application and Revision (10-904)

- Completed by DPR staff

## SECTION 1.0 NEW PROJECT GRANT APPLICATION

Project contact name: | if different than what was submitted on the SF 424, otherwise delete  
 Project contact number: |  
 Project contact email: |

### A. Attachments checklist

The following should be transmitted to NPS, either directly or via Grants.gov.

All projects	As applicable
<input type="checkbox"/> Location map	<input type="checkbox"/> intergovernmental review comments
<input type="checkbox"/> LWCF boundary map (proposed)	<input type="checkbox"/> relevant NEPA/SEPA documents
<input type="checkbox"/> NHPA documentation	<input type="checkbox"/> applicable federal law compliance
<input type="checkbox"/> SF 424	<input type="checkbox"/> proof of flood insurance
<input type="checkbox"/> SF 424C	<input type="checkbox"/> proof of cold climate criteria qualification
<input type="checkbox"/> SF 424D	<input type="checkbox"/> leases, MOA's, MUA's, etc.
<input type="checkbox"/> project budget	<input type="checkbox"/> use schedule (school parks)
<input type="checkbox"/> proof of ownership	<input type="checkbox"/> Dingell-Johnson certification
<input type="checkbox"/> pre-award site inspection report	<input type="checkbox"/> waiver of retroactivity
<input type="checkbox"/> Description and Notification Form	
<b>Acquisition &amp; Combination Projects</b>	
<input type="checkbox"/> parcel map for acquisition parcel(s)	<input type="checkbox"/> acquisition donation acknowledgement
<input type="checkbox"/> conceptual design plan	
<b>Development &amp; Combination Projects</b>	
<b>Grants with Indirect Costs</b>	



# Application and Revision (10-904)

- Section 1.0 A-C completed by DPR
- Section 1.0 D completed by local government

NPS Form 10-904 (Rev. 11/2019)  
National Park Service

OMB Control No. 1024-0031  
Expiration Date 10/31/2023

## B. Project competition

1. Explain how this proposal was ranked using the state's Open Project Selection Process (OPSP).
2. Explain how this project meets SCORP priorities.

## C. Risk assessment

1. How did you assess the sub-recipient's financial risk and capacity to deliver this project?
2. How did you assess the applicant's ability to complete the project as scoped and within the proposed time frame?
3. What is the applicant's recent experience completing similar projects with federal grant funding (LWCF or other)?

## D. Financial

1. How was the cost estimate derived?
2. What assurances are there that the costs listed are reasonable?
3. Describe any project elements or costs that will improve site resiliency and facility longevity, if any.
4. Are any eligible pre-award costs being included as part of the grant request?
  - a.  No
  - b.  Yes – Indicate the date from when those costs started being incurred, the funding category/categories, the total amount of pre-award costs anticipated to be incurred before the grant start date, and whether they are included for match purposes or for reimbursement. (Note: these should also be presented in the budget narrative.)



# Application and Revision (10-904)

- Section 2.0 completed by local government

NPS Form 10-904 (Rev. 11/2019)  
National Park Service

OMB Control No. 1024-0031  
Expiration Date 10/31/2023

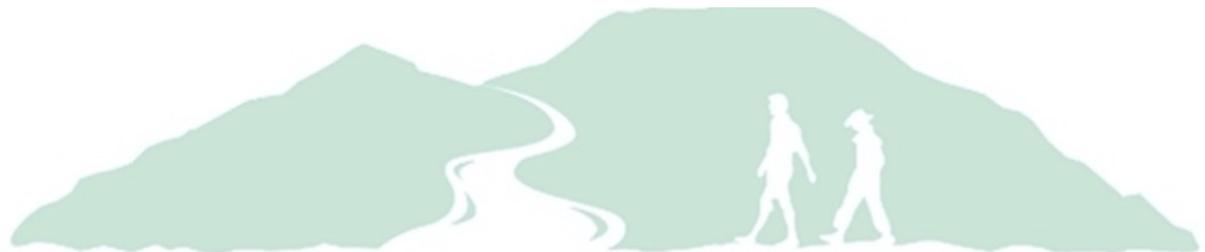
## SECTION 2.0 SITE BASED PROJECT GRANTS

### A. Sub-recipient (grant sponsor) information (repeat if needed for co-sponsors)

Sub-Recipient Agency Name:	
Sub-Recipient Contact Name:	
Address:	
Phone:	Email:

### B. Public benefit

1. Describe both short- and long-term outdoor recreation benefits that will be achieved as a result of this project.
2. Explain how this project fits as part of any other projects planned for this same site in the next three years.
3. Describe the process that led to the development of this proposal and how the public was involved.



# Application and Revision (10-904)

- Completed by local government, if applicable
- SLO/ASLO Signature is DPR

## SECTION 2.1 ACQUISITION AND COMBINATION GRANTS

### A. Need

1. Why is this acquisition (whether attained via purchase or donation) needed?
2. Describe the existing resources and features of the site that make it desirable for public outdoor recreation.
3. Explain how you envision this acquisition contributing to outdoor recreation in the long term.

### B. Acquisition schedule & appraisal/waiver valuation certification

Reproduce table as needed for multiple parcels

Parcel Name
Parcel Size
Parcel Value
Anticipated Acquisition Date
<input type="checkbox"/> A State-certified Review Appraiser has reviewed the appraisal and has determined that it was prepared in conformity with the Uniform Appraisal Standards for Federal Land Acquisitions OR <input type="checkbox"/> The State has prepared a waiver valuation for this property in conformity with 49 CFR 24.102(c)(2)(ii)

SLO/ASLO Signature

Date

Name, Title, and Agency

### C. Property information

1. From whom is this property being purchased?
2. Are any buildings or structures being purchased along with the property?



# Application and Revision (10-904)

- Completed by local government, if applicable
- There must be an outdoor recreation amenity for the public within three years of grant closure

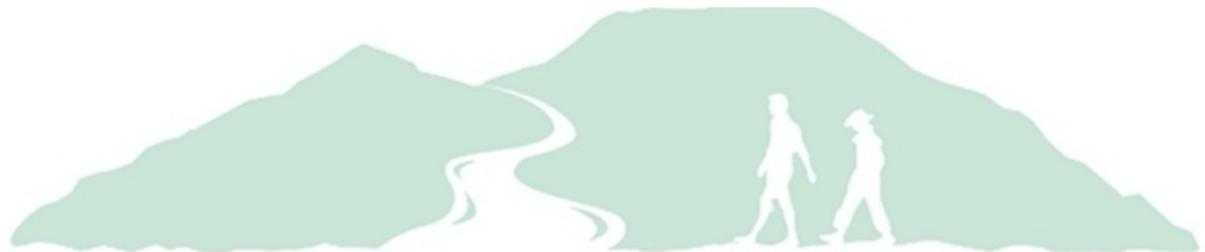
NPS Form 10-904 (Rev. 11/2019)  
National Park Service

OMB Control No. 1024-0031  
Expiration Date 10/31/2023

5. Describe development planned for the site(s) for the three (3) years following acquisition. As this will impact NHPA and NEPA compliance, focus on what you reasonably expect to accomplish.
6. If development will be delayed by more than three years from grant close, explain why this acquisition is still a priority for grant funding at this time and what ability the public will have to use the site in the interim.
7. Is this acquisition an addition to an existing park or other recreation area?
  - a.  No
  - b.  Yes – How will it support and enhance that existing park?

#### D. Acquisition approach

1. Is this property being acquired under threat of condemnation?
  - a.  No
  - b.  Yes – Explain:
2. Was the property listed for public sale?
  - a.  No
  - b.  Yes – Explain how the property owner was made aware of the grant sponsor interest in the property.
3. Does this project involve donated property?
  - a.  No
  - b.  Yes – Include evidence that the seller was offered the fair market value of the property as just compensation and willingly chose to donate the property instead. (If the donation is subject to a waiver of retroactivity the evidence must pre-date the donation.)



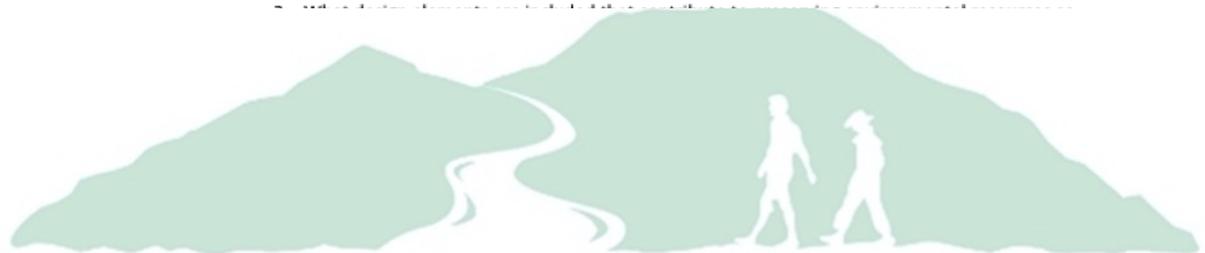
# Application and Revision (10-904)

- Completed by local government, if applicable

2. What existing facilities will be renovated or replaced (specify which) as part of this project?
3. What general site improvements (e.g. demolition, site preparation, landscaping, habitat improvements, etc.) will be completed as part of this project?
4. What is the anticipated life span of the facilities that will be funded as part of this project?
5. Does the project scope include facilities that are also eligible for Dingell-Johnson or Wallop-Breaux Act funding (i.e., boat/fish access)?
  - a.  No
  - b.  Yes – Ensure necessary SLO certification is included (see manual)
6. Does this project involve the new development of a sheltered/enclosed swimming pool or ice skating rink or the sheltering/enclosure of an existing outdoor pool or rink?
  - a.  No
  - b.  Yes
    - i. Explain how it was determined that the site meets the cold climatic criteria described in the LWCF manual. Provide a copy of the cold climatic data used to make the eligibility determination with the application (see manual).
    - ii. Explain the nature of the project – is this a new sheltered facility, or construction of the shelter only? If the pool or ice rink already exists, was it LWCF-funded? If yes, what year was it built and how much LWCF assistance was provided?
    - iii. What is the total cost of the sheltered facility and what amount of grant funding will be spent on the actual shelter/enclosure structure itself (if any)?
    - iv. Explain the significantly increased public use that will be made possible by the shelter/enclosure to justify the construction of such a facility.

## B. Design elements

1. How are access requirements under the Americans with Disabilities Act (ADA) and Architectural Barriers Act (ABA) being addressed in this project?



## SECTION 2.2 DEVELOPMENT AND COMBINATION GRANTS

### A. Grant elements

1. What new facilities will be constructed as part of this project?
2. What existing facilities will be renovated or replaced (specify which) as part of this project?
3. What general site improvements (e.g. demolition, site preparation, landscaping, habitat improvements, etc.) will be completed as part of this project?
4. What is the anticipated life span of the facilities that will be funded as part of this project?
5. Does the project scope include facilities that are also eligible for Dingell-Johnson or Wallop-Breaux Act funding (i.e., boat/fish access)?
  - a.  No
  - b.  Yes – Ensure necessary SLO certification is included (see manual)
6. Does this project involve the new development of a sheltered/enclosed swimming pool or ice skating rink or the sheltering/enclosure of an existing outdoor pool or rink?
  - a.  No
  - b.  Yes
    - i. Explain how it was determined that the site meets the cold climatic criteria described in the LWCF manual. Provide a copy of the cold climatic data used to make the eligibility determination with the application (see manual).
    - ii. Explain the nature of the project – is this a new sheltered facility, or construction of the shelter only? If the pool or ice rink already exists, was it LWCF-funded? If yes, what year was it built and how much LWCF assistance was provided?
    - iii. What is the total cost of the sheltered facility and what amount of grant funding will be spent on the actual shelter/enclosure structure itself (if any)?
    - iv. Explain the significantly increased public use that will be made possible by the shelter/enclosure to justify the construction of such a facility.

### B. Design elements

1. How are access requirements under the Americans with Disabilities Act (ADA) and Architectural Barriers Act (ABA) being addressed in this project?
2. What design elements are included that contribute to preserving environmental resources as part of ensuring a quality outdoor recreation experience for present and future generations?

7 of 15

# Application and Revision (10-904)

- Completed by local government



### SECTION 3.0 SITE INFORMATION

#### A. Basic information

1. Will this proposal create a new public park/recreation area where none previously existed?
  - a.  No
  - b.  Yes – Explain:
2. If this is an existing LWCF site, has the park name changed since the last grant?
  - a.  No
  - b.  Yes – Explain:
3. Is this project located in a floodplain?
  - a.  No
  - b.  Yes – Explain and confirm that you have met applicable federal insurance requirements.
4. Is your site contiguous with or connected to any federally owned recreation area?
  - a.  No
  - b.  Yes – Explain:
5. Is your site part of a larger management area, such as a greenway or regional recreation area?
  - a.  No
  - b.  Yes – Explain:
6. Describe the existing site conditions.
7. Explain why the site is suitable for the type of outdoor recreation proposal being submitted.
8. Does the site include any elements that visually detract from the outdoor recreation experience or that represent a potential public safety hazard?
  - a.  No
  - b.  Yes – Explain and describe whether this project will help to address those concerns.
9. What is/will be the applicant's type of ownership and control of the property?
  - a.  Fee simple ownership.
  - b.  Less than fee simple. Explain what rights the applicant has and what agency holds the underlying fee simple ownership.
  - c.  Lease. Include a copy of the lease with the application.

# Application and Revision (10-904)

- Completed by local government



# Application and Revision (10-904)

- Completed by local government

## B. Stewardship considerations

1. Is this a multi-use site (i.e. school, reservoir, state forest, etc.)?
  - a.  No
  - b.  Yes – Explain:
    - i. How often will the public have recreation access to the site?
    - ii. What kinds of restrictions to public outdoor recreation will occur?
2. Who will manage and operate the site(s)?
3. Describe the nature of any rights-of-way, easements, reversionary interests, etc. within the proposed LWCF boundary area:
4. Are there any pre-existing or planned indoor facilities on site that would not themselves be eligible for LWCF grant funding?
  - a.  No
  - b.  Yes – Describe and explain how/if the structure(s) support public outdoor recreation.
5. Is the proposed LWCF boundary the same as the boundary of the park/recreation area as it exists in its totality?
  - a.  Yes
  - b.  No – Explain any area proposed for exclusion and why, and ensure it is clearly depicted on the proposed LWCF boundary map
6. Are there any pre-existing or planned resource management practices (i.e., timber management, grazing, etc.)?
  - a.  No
  - b.  Yes – Describe the nature of the practice, the anticipated duration, and how the practice supports outdoor recreation.
7. Are there any pre-existing or planned uses on site that are incompatible with LWCF requirements that should be excluded from the LWCF boundary?
  - a.  No
  - b.  Yes – Describe the nature of the use and ensure it is clearly depicted on the proposed LWCF boundary map. Clarify whether the future intent is for the area to become subject to LWCF once the use is terminated, or if the intent is for the use to continue within the park in perpetuity.



# Application and Revision (10-904)

- Completed by local government
- Should be completed with project manager, consultant, etc. with knowledge of environmental resources

Table 1 – For each resource indicate if positive impacts or negative impacts are anticipated to result from the action or if further information is needed to determine the potential impact. If the resource is not present, skip the question.

- + indicates positive impacts are anticipated to result from the action
- indicates negative impacts are anticipated to result from the action
- ? indicates further information is needed to determine the potential impact

Site Name: \_\_\_\_\_

	How will the project affect the following resources?	+	-	?
1	Air quality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Circulation and transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Climate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Contamination or hazardous materials even if remediated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Endangered species: (listed or proposed threatened or endangered) including associated habitat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Environmental justice: minority and low-income populations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Geological resources: soils, bedrock, slopes, streambeds, landforms, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Historic or cultural resources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Invasive species	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Land use plans or policies from other agencies including tribes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Lightscares, especially night sky	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Migratory birds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13	Recreation resources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	Socioeconomics: changes to tax base or competition with private sector	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15	Sound (noise impacts)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16	Unique ecosystems, such as biosphere reserves, World Heritage sites, old growth forests, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17	Water quality and/or quantity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18	Water: coastal barrier resources or coastal zones	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19	Water: marine and/or estuarine	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20	Water: stream flow characteristics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21	Water: wetlands and floodplains	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22	Other important resources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Explain:			



# Application and Revision (10-904)

- Completed by local government
- Should be completed with project manager, consultant, etc. with knowledge of environmental resources
- National Environmental Policy Act (NEPA)/NC State Environmental Policy Act (SEPA)
- If you are preparing for future sites, NEPA/SEPA should be completed by a qualified person and should be incorporated into the project master plan

Table 2 – This is a list of mandatory impact criteria that preclude the use of a categorical exclusion. If you answer “yes” or “?” for any of the mandatory criteria, you must develop an EA or EIS regardless of your answers in table 1.

Site Name:

	Will your proposal:	Y	N	?
1	Have significant negative impacts on public health or safety?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Have significant negative impacts on unique natural resource or geographic characteristics such as historic or cultural resources; park, recreation, or refuge lands; wilderness areas; wild or scenic rivers; national natural landmarks; sole or principal drinking water aquifers; prime farmlands; wetlands; floodplains; national monuments; migratory birds; and other ecologically significant or critical areas?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Have highly controversial environmental effects or involve unresolved conflicts concerning alternative uses of available resources?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Have highly uncertain and potentially significant environmental effects or involve unique or unknown environmental risks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Establish a precedent for future action or represent a decision in principle about future actions with potentially significant environmental effects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Have a direct relationship to other actions with individually insignificant but cumulatively significant environmental effects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Have significant adverse effects on properties listed or eligible for listing in the National Register of Historic Places as determined by NPS?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Have significant negative impacts to species listed, or proposed to be listed, on the List of Endangered or Threatened Species or have significant impacts on designated critical habitat for these species?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Violate a federal law, or a state, local, or tribal law or requirement imposed for the protection of the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Have a disproportionately high and adverse effect on low income or minority populations (EO 12898)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Limit access to and ceremonial use of Indian sacred sites on federal lands by Indian religious practitioners or significantly adversely affect the physical integrity of such sacred sites?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Contribute to the introduction, continued existence, or spread of noxious weeds or nonnative invasive species known to occur in the area or actions that may promote the introduction, growth, or expansion of the range of such species?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1. Have there been any previous NEPA/SEPA documents that are relevant to this project or this specific site?
  - a.  No
  - b.  Yes – Attach and summarize findings and include page number references below



# Application and Revision (10-904)

- Completed by local government
- Should be completed with project manager, consultant, etc. with knowledge of environmental resources
- National Environmental Policy Act (NEPA)/NC State Environmental Policy Act (SEPA)
- If you are preparing for future sites, NEPA/SEPA should be completed by a qualified person and should be incorporated into the project master plan

NPS FORM 1010-108 (REV. 11/2012)  
National Park Service

FORM NUMBER: 1010-108-1024  
Expiration Date 10/31/2023

3. How was the information identified in the tables derived and what sources of data were used to justify the impact selection?
4. Who contributed to filling out the Environmental Resources Survey (include name, title, agency) and what qualifications do they have that provide the necessary resource expertise to determine impact significance?
5. List all required federal, state, and local permits/approvals needed for the proposal and explain their purpose and status.

#### NEPA Pathway Recommendation

Attach documentation of NPS concurrence with the recommended NEPA Pathway

- This proposal qualifies for a Categorical Exclusion (CE). List: \_\_\_\_\_
- This proposal requires an Environmental Assessment (EA), which is attached and has been produced in accordance with the LWCF Manual.
- This proposal may require an Environmental Impact Statement (EIS).

#### D. Cultural and historic resources review

Have there been any previous cultural and/or historic resource surveys completed that included this site within the area of potential effect that was assessed?

- No – Describe any construction planned as a result of this project that will extend beyond the pre-existing disturbance area (including surface area and depth).
- Yes – Attach survey and summarize findings and include page number references below.



# Project Narrative

Applications must include a narrative description of the project that outlines:

- Scope of work
- Timeline with anticipated benchmarks
- Planned results/outcomes of the project.

There should be sufficient detail to help support the review of the budget information and the described work should align with the budget detail.

Please use 10 pt font or larger with 1” margins.



# Project Abstract Summary

The Project Abstract Summary form should be used and should contain the following items:

- Funding Opportunity Number
- Goals and Objectives of your proposed project
- Summary of Project Activities
- Performance Goals including milestones and expected outcomes
- Who will benefit from your project

Project Narrative and Project Abstract Information should contain the same information



# Project Location Map

Each Project Location Map should include:

Name of the Park

Address

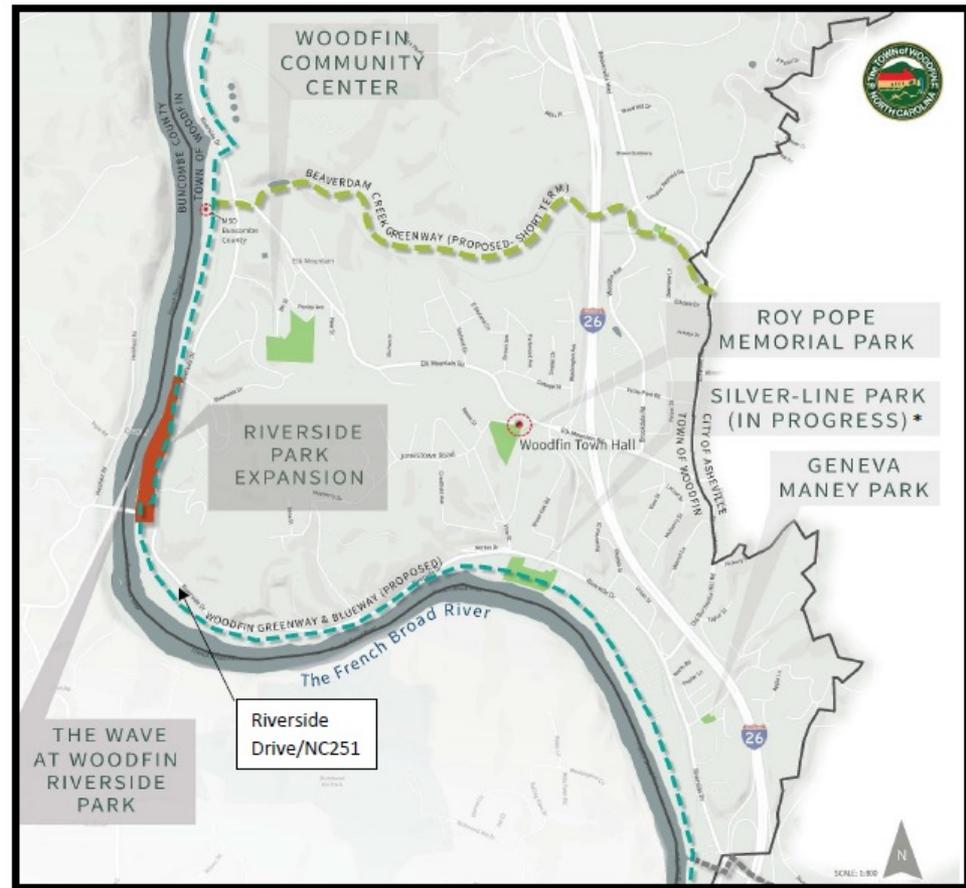
Latitude and Longitude

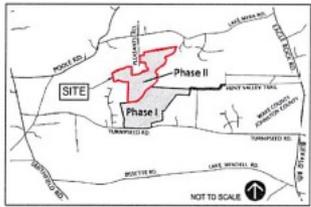
## Project Location Map

Riverside Park Expansion

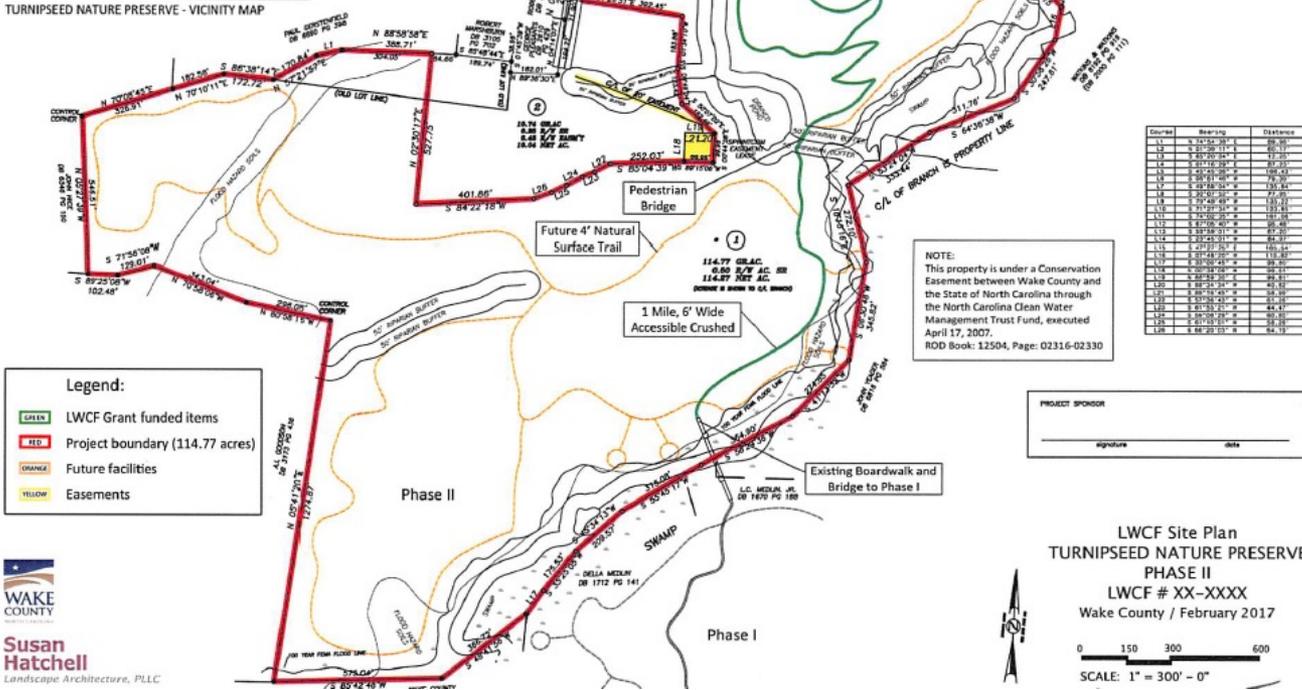
1476 & 1598 Riverside Drive, Woodfin, NC

Latitude & Longitude: 35.63038, -82.60048





GPS Coordinates of Park Entrance:  
35° 45' 2.0556" N  
78° 25' 15.5136" W



- LWCF Elements (light green)
- Park Boundaries (red)
- Existing Facilities (white)
- Future Facilities (orange)
- Utility Easements (yellow)



# SHPO Documentation

Please allow 30 days from receipt of a completed submission for the SHPO's review; incomplete submissions will be returned.

The NCHPO ER Branch prefers that review requests be submitted electronically via e-mailed to: [Environmental.Review@ncdcr.gov](mailto:Environmental.Review@ncdcr.gov).



## North Carolina Department of Natural and Cultural Resources State Historic Preservation Office

Ramona M. Bartos, Administrator

Governor Roy Cooper  
Secretary Susi H. Hamilton

Office of Archives and History  
Deputy Secretary Kevin Cherry

April 3, 2018

Fred Belledin [fbelledin@clearscapes.com](mailto:fbelledin@clearscapes.com)  
Clearscapes  
311-200 West Martin Street  
Raleigh, NC

Re: John Chavis Memorial Park, Raleigh, Wake County, ER 18-0437

Dear Mr. Belledin:

We have reviewed the proposal submitted in your letter of February 21, 2018, concerning the master plan for the John Chavis Memorial Park, a property listed in the National Register of Historic Places. ~~We believe that~~ the work as proposed will meet the *Secretary of the Interior's Standards for Rehabilitation* and result in no adverse effect.

Show actions

The above comments are made pursuant to Section 106 of the National Historic Preservation Act and the Advisory Council on Historic Preservation's Regulations for Compliance with Section 106 codified at 36 CFR Part 800.

Thank you for your cooperation and consideration. If you have questions concerning the above comment, contact Renee Gledhill-Earley, environmental review coordinator, at 919-807-6579 or [environmental.review@ncdcr.gov](mailto:environmental.review@ncdcr.gov). In all future communication concerning this project, please cite the above referenced tracking number.

Sincerely,

  
for Ramona M. Bartos

Location: 109 East Jones Street, Raleigh NC 27601 Mailing Address: 4617 Mail Service Center, Raleigh NC 27699-4617 Telephone/Fax: (919) 807-6570/807-6599



# SF 424C Budget for Construction

- SF 424C is used to document the budget for construction projects
- Instructions for completing this required form and the SF 424C form can be located at <https://www.grants.gov/web/grants/forms/sf-424-mandatory-family.html>
- Other budget formats cannot be accepted

OMB Number: 4049-0008  
Expiration Date: 02/28/2025

View Burden Statement

**BUDGET INFORMATION - Construction Programs**

NOTE: Certain Federal assistance programs require additional computations to arrive at the Federal share of project costs eligible for participation. If such is the case, you will be notified.

COST CLASSIFICATION	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs (Columns a-b)
1. Administrative and legal expenses	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
2. Land, structures, rights-of-way, appraisals, etc.	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
3. Relocation expenses and payments	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
4. Architectural and engineering fees	\$ <input type="text" value="803,450.00"/>	\$ <input type="text"/>	\$ <input type="text" value="803,450.00"/>
5. Other architectural and engineering fees	\$ <input type="text" value="144,448.00"/>	\$ <input type="text"/>	\$ <input type="text" value="144,448.00"/>
6. Project inspection fees	\$ <input type="text" value="6,135.00"/>	\$ <input type="text"/>	\$ <input type="text" value="6,135.00"/>
7. Site work	\$ <input type="text" value="804,422.00"/>	\$ <input type="text"/>	\$ <input type="text" value="804,422.00"/>
8. Demolition and removal	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
9. Construction	\$ <input type="text" value="11,267,317.00"/>	\$ <input type="text"/>	\$ <input type="text" value="11,267,317.00"/>
10. Equipment	\$ <input type="text" value="2,148,430.00"/>	\$ <input type="text"/>	\$ <input type="text" value="2,148,430.00"/>
11. Miscellaneous	\$ <input type="text" value="78,630.00"/>	\$ <input type="text"/>	\$ <input type="text" value="78,630.00"/>
12. SUBTOTAL (sum of lines 1-11)	\$ <input type="text" value="16,252,832.00"/>	\$ <input type="text"/>	\$ <input type="text" value="16,252,832.00"/>
13. Contingencies	\$ <input type="text" value="1,747,168.00"/>	\$ <input type="text"/>	\$ <input type="text" value="1,747,168.00"/>
14. SUBTOTAL	\$ <input type="text" value="17,000,000.00"/>	\$ <input type="text"/>	\$ <input type="text" value="17,000,000.00"/>
15. Project (program) income	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
16. TOTAL PROJECT COSTS (subtract #15 from #14)	\$ <input type="text" value="17,000,000.00"/>	\$ <input type="text"/>	\$ <input type="text" value="17,000,000.00"/>
<b>FEDERAL FUNDING</b>			
17. Federal assistance requested, calculate as follows: (Consult Federal agency for Federal percentage share.) Enter the resulting Federal share.	Enter eligible costs from line 16c. Multiply X <input type="text" value="50"/> %		\$ <input type="text" value="8,500,000.00"/>



# Budget Narrative

- Provide a narrative description that clearly identifies and details the cost items proposed to be included in the project budget
- The costs should align with the scope of work presented in the project narrative in the Application and Revision
- There should be sufficient detail to help support the review and determination on all cost categories
- Unit costs shall be provided for all budget items
- Cost categories can include, but are not limited to, those cost items included in SF-424



# Proof of Ownership

Every project must include evidence of site control that includes the deed demonstrating ownership of the entire proposed LWCF boundary.

If the project is awarded a deed restriction is required. The deed restriction is a restriction on the title to the property, safeguarding the property for purposes consistent with the grant in perpetuity.



Doc ID: 003400290004 Type: CRP  
Recorded: 08/26/2020 at 04:29:17 PM  
Fee Amt: \$28.00 Page 1 of 4  
EDGECOMBE COUNTY, NORTH CAROLINA  
Vila R. Anderson Register of Deeds  
BK 1717 PG 788-791  
Amw

THIS INSTRUMENT PREPARED BY CITY OF ROCKY MOUNT  
POST OFFICE BOX 1180 ROCKY MOUNT, NORTH CAROLINA 27804

NORTH CAROLINA  
EDGECOMBE COUNTY

NOTICE OF LIMITATION  
OF USE - HOLLY STREET PARK

KNOW ALL PERSONS BY THESE PRESENTS:

THAT THE UNDERSIGNED, the City of Rocky Mount, a North Carolina municipal corporation located in Nash and Edgecombe Counties, owner of the real estate known as the "Holly Street Park", located in the City of Rocky Mount, Edgecombe County, North Carolina, and more particularly described on Appendix I, attached hereto and incorporated herein by reference (the "Property"), has and by these presents does hereby covenant and agree that the use of the Property is restricted to public outdoor recreation use as hereinafter set forth which shall

# Pre-Award Site Inspection

- Completed by RRS consultant



# Scoring Documentation

- Park/Greenway Masterplan
- Evidence of Approval of Masterplan
- Comprehensive Systemwide Plan for Parks and Recreation
- Evidence of Approval of Comprehensive Systemwide Plan
- Capital Improvement Plan for Parks and Recreation
- Survey of Recreational Needs

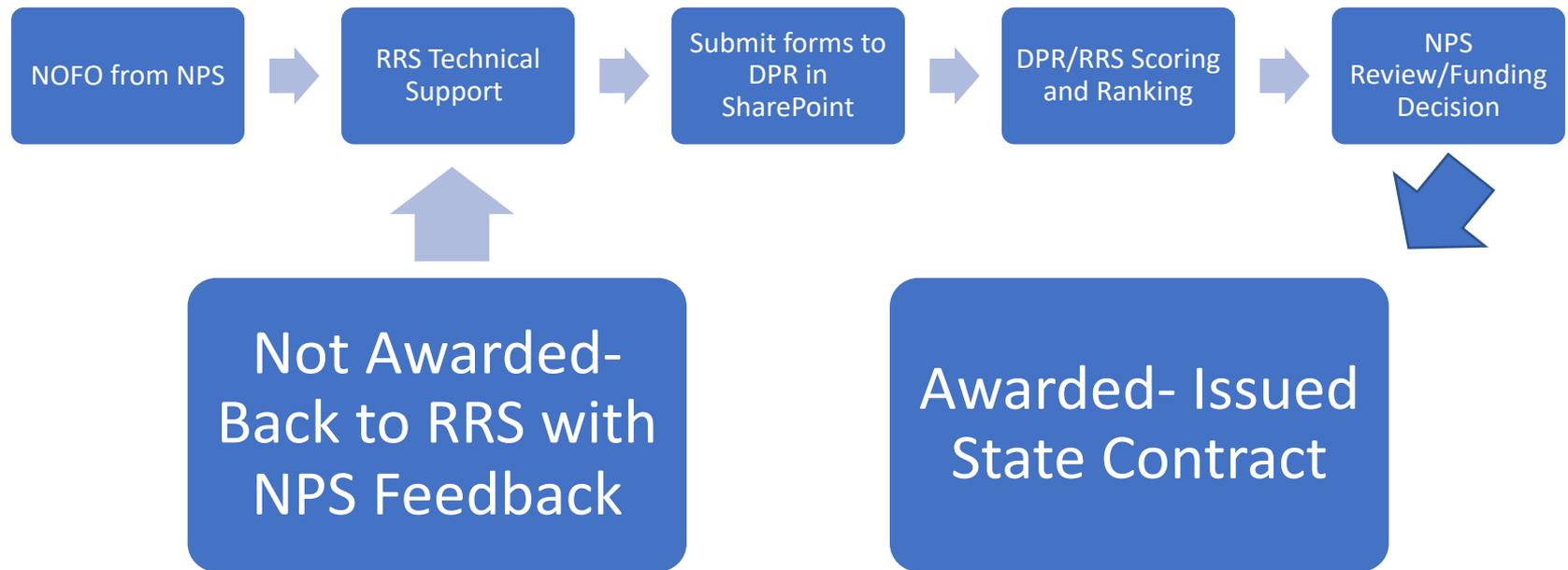


# Submission Procedures

- Email Cande Killian Wood at [cande.killianwood@ncparks.gov](mailto:cande.killianwood@ncparks.gov) for a link to a SharePoint site
- Request the names and email addresses of any contributors that will need access to the submission folder
- Your RRS consultant will be granted access to your SharePoint folder to support you as you develop your grant materials



# LWCF Submission Process



# Recreation Resources Service



**NC STATE UNIVERSITY** College of Natural Resources

**RRS Main Office**  
NC State University

📞 919-515-7118    ✉️ recreationresources@ncsu.edu

<https://rrs.cnr.ncsu.edu>

RRS has five service regions with offices in Asheville, Troutman, Raleigh, and Swansboro NC. Please contact the main RRS office to be directed to your Recreation Consultant for assistance



# Recreation Resources Service

West-

Blake Covington-  
bwcoving@ncsu.edu

Central North-

Trey Fouche-  
jfouche2@ncsu.edu

Central South-

Alex Godette-  
magodett@ncsu.edu

Northeast-  
Scott Payne-

rrspayne@ncsu.edu

Southeast-

Brittany Shipp-  
bwshipp@ncsu.edu



# Questions?

Email:

[Cande.KillianWood@ncparks.gov](mailto:Cande.KillianWood@ncparks.gov)

Phone: (919)707-9370

