



MISSOURI DEPARTMENT OF NATURAL RESOURCES
 DIVISION OF STATE PARKS
LAND AND WATER CONSERVATION FUND CFDA 15.916
PROJECT APPLICATION (PAGE 1 of 10)

DIVISION OF STATE PARKS USE ONLY
PROJECT #

QUESTIONS 1-17: GENERAL INFORMATION [UP TO 10 POINTS]

1. NAME OF AGENCY OR ORGANIZATION REQUESTING GRANT FUNDS

ADDRESS

CITY	STATE	ZIP
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2. AGENCY DUNS NUMBER

3. APPLICATION PREPARER

APPLICATION PREPARER ADDRESS

CITY	STATE	ZIP
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EMAIL ADDRESS	PHONE
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4. PROJECT CONTACT PERSON	TITLE OF PROJECT CONTACT PERSON
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PROJECT CONTACT ADDRESS

CITY	STATE	ZIP
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EMAIL ADDRESS	PHONE
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5. US REPRESENTATIVE	DISTRICT
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6. STATE REPRESENTATIVE	DISTRICT
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7. STATE SENATOR	DISTRICT
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8. REGIONAL PLANNING COUNCIL

9. PROJECT NAME

10. PARK NAME OR SITE NAME (If different from project name)

11. ADDRESS/LOCATION OF PROPOSED PROJECT SITE (If project is not located within city limits, indicate nearest city or town)

CITY	STATE	ZIP
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COUNTY	TOWNSHIP, RANGE, SECTION	LATITUDE	LONGITUDE
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12. IS THE PROJECT LOCATION A CURRENT LWCF SITE? <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, WHAT IS THE CURRENT 6(F)(3) ACREAGE FOR THE ENTIRE SITE?	IF NO, WHAT IS THE TOTAL ACREAGE THAT WILL BE ENCUMBERED UNDER 6(F)(3) IF FUNDING IS AWARDED?
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13. ESTIMATED TOTAL PROJECT COST \$	GRANT FUNDING REQUEST (Maximum grant request is \$250,000 and minimum is \$10,000) \$
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14. THE PROJECT TYPE IS: (PLEASE SELECT ONE)

- RENOVATION OF AN OUTDOOR RECREATION FACILITY THAT IS AT LEAST 20 YEARS OLD (10 points)
- RENOVATION OF AN OUTDOOR RECREATION FACILITY THAT IS AT LEAST 20 YEARS OLD AND CONSTRUCTION OF A NEW OUTDOOR FACILITY (10 points)
- LAND ACQUISITION AND CONSTRUCTION OF A NEW OUTDOOR RECREATION FACILITY (8 points)
- CONSTRUCTION OF A NEW OUTDOOR RECREATION FACILITY ON PREVIOUSLY OWNED PROPERTY (8 points)
- LAND ACQUISITION FOR FUTURE DEVELOPMENT OF A NEW OUTDOOR RECREATION FACILITY (6 points)



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15. IF THE PROJECT IS A RENOVATION PROJECT, PLEASE INDICATE WHEN THE PROJECT WAS INITIALLY CONSTRUCTED AND WHEN IT WAS LAST RENOVATED.
IF THE PROJECT WAS CONSTRUCTED OR RENOVATED USING LWCF FUNDS, PLEASE INDICATE YEAR(S) AND PROJECT NUMBER(S).

16. IF THE PROJECT IS AN ACQUISITION PROJECT FOR FUTURE DEVELOPMENT, PLEASE INDICATE THE ESTIMATED TIMEFRAME FOR WHEN DEVELOPMENT WILL BEGIN
AND DESCRIBE FUTURE DEVELOPMENT PLANS. WILL THE FUTURE PROJECT BE COMPLETED WITHIN THREE YEARS FROM ACQUISITION?

17. PROVIDE A DETAILED PROJECT NARRATIVE. (Include specific information about what is being constructed, renovated and/or acquired, as well as anticipated timeframe of project from start to finish.)

QUESTIONS 18-25: PROJECT NEED [UP TO 25 POINTS]

18. PLEASE DESCRIBE UNMET OUTDOOR RECREATION NEEDS WITHIN THE COMMUNITY AND EXPLAIN HOW THIS PROJECT WILL MEET THOSE NEEDS. (Up to 5 points)



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23. PLEASE EXPLAIN IF/HOW THIS PROJECT WILL BENEFIT A BROAD RANGE OF AGE GROUPS AND USER TYPES. (Up to 3 points)

24. PLEASE INDICATE WHETHER THE FUNDING FOR THIS PROJECT WILL MOSTLY PROVIDE ACTIVE RECREATION AMENITIES (such as playgrounds or sport fields) OR WILL MOSTLY PROVIDE SUPPORT AMENITIES (such as restrooms and lighting). (Up to 3 points)

25. IS THERE AN URGENCY TO COMPLETING THIS PROJECT? FOR INSTANCE, WILL THIS PROJECT IMPROVE A SIGNIFICANT SAFETY ISSUE AT THE SITE OR IMPROVE ACCESS TO THE SITE? WILL THE PROJECT ACQUIRE LAND THAT WOULD OTHERWISE BE SOLD FOR OTHER PURPOSES, RESULTING IN A LOST OPPORTUNITY? WOULD THE PROJECT NOT OTHERWISE BE COMPLETED WITHOUT GRANT FUNDING? (Up to 3 points)



QUESTIONS 26-30: PROJECT PLANNING [UP TO 20 POINTS]

26. PLEASE DESCRIBE HOW THE PROJECT ALIGNS WITH A SCORP PRIORITY. (Up to 4 points)

27. IS THE PROJECT IDENTIFIED IN A LOCAL, SCHOOL, REGIONAL, COUNTY AND/OR PARKS COMPREHENSIVE PLAN, MASTER PLAN OR SPECIAL STUDY? IF SO, PLEASE INDICATE PLAN TITLE, YEAR IT WAS APPROVED AND A BRIEF DESCRIPTION OF THE PROJECT'S MENTION. DOCUMENTATION REQUIRED. (Up to 3 points)

28. DID THE PROJECT SPONSOR SOLICIT PUBLIC OPINION CONCERNING THIS PROJECT WITH THE PAST SIX MONTHS? (Up to 5 points)

NO (0 POINTS)

YES (If yes, describe what methodology was used and provide the documentation outlined in the Supporting Documentation Checklist)

SUMMARIZE THE FEEDBACK RECEIVED FROM THE PUBLIC AND HOW IT WAS DETERMINED THAT CONSTITUENTS WANT AND WILL USE THE PROJECT.



29. DESCRIBE WHAT ENVIRONMENTAL FACTORS AND SUSTAINABILITY CONSIDERATIONS HAVE BEEN ADDRESSED OR WILL BE ADDRESSED IN THE PROJECT DESIGN. (Up to 5 points)

30. DOES THE PROJECT EXCEED THE MINIMUM ADA REQUIREMENTS? IF SO, PLEASE EXPLAIN HOW. (Up to 3 points)

QUESTIONS 31-32: PARTNERSHIPS [UP TO 5 POINTS]

31. WILL QUALIFIED YOUTH CONSERVATION, SERVICE CORPS OR OTHER YOUTH ORGANIZATIONS BE INVOLVED WITH THE PROJECT? (1 point)

- NO YES (If yes, indicate what group or groups and in what aspect of the project they will be assisting)



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32. LIST ANY CONTRIBUTING PARTNERS OR DONORS INVOLVED WITH THIS PROJECT AND THEIR INTENDED CONTRIBUTIONS. (Up to 4 points) (A letter of intent to donate from each donor must accompany the application packet; see Supporting Documentation Checklist in the application guide.)

PARTNERS/DONORS	CONTRIBUTION
A.	A.
B.	B.
C.	C.
D.	D.
E.	E.
F.	F.
G.	G.
H.	H.
I.	I.
J.	J.

QUESTIONS 33-34: PROJECT COMPLETION AND LONG-TERM MANAGEMENT [UP TO 10 POINTS]

33. WHAT ASSURANCES CAN THE PROJECT SPONSOR PROVIDE THAT THERE IS ADEQUATE FUNDING AND MANPOWER TO COMPLETE THE PROJECT WITHIN TWO YEARS? (Up to 5 points)

Blank area for response to Question 33.

34. PROVIDE A DETAILED POST-COMPLETION PLAN OF HOW THE PROJECT WILL BE MANAGED AND MAINTAINED IN PERPETUITY. (Up to 5 points)

Blank area for response to Question 34.



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QUESTION 35-37: PROJECT BUDGET ESTIMATE AND BUDGET DETAILS [UP TO 10 POINTS]

35. FOR EACH COST CATEGORY, FILL OUT THE BELOW BUDGET TABLE WITH THE GRANT AMOUNT REQUESTED AND THE MATCHING AMOUNT PROVIDED BY THE PROJECT SPONSOR AND/OR DONOR. (Use whole dollar amounts only. The minimum grant request is \$10,000 and the maximum grant request is \$250,000. The minimum match percentage is 50%.)

COST CATEGORY	GRANT REQUEST	MATCHING FUNDS		TOTAL PROJECT COST
		PROJECT SPONSOR	DONATION (by 3rd party)	
1. Labor	\$	\$	\$	\$
2. Materials	\$	\$	\$	\$
3. Land/Easement Acquisition	\$	\$	\$	\$
4. Planning/Engineering/Environmental Review (≤ 10% of total project cost)	\$	\$	\$	\$
5. Signage	\$	\$	\$	\$
6. Equipment Use	\$	\$	\$	\$
7. Other (Please specify) _____	\$	\$	\$	\$
8. Other (Please specify) _____	\$	\$	\$	\$
9. Other (Please specify) _____	\$	\$	\$	\$
10. Other (Please specify) _____	\$	\$	\$	\$
TOTALS	\$ (Not to exceed \$250,000)	\$	\$	\$
MATCHING FUNDS TOTALS		\$		

36. WHAT PERCENTAGE OF THE SPONSOR'S MATCH IS SECURED (i.e., Cash-in-hand through donations already received, or funds deposited in an account; in-kind contributions such as force account labor and/or in-house equipment usage; etc.)? PLEASE INDICATE IF THERE ARE FUNDS YET TO BE RAISED AND HOW MUCH, AND DESCRIBE THE PLAN FOR FUNDRAISING. EXPLAIN ANY ALTERNATE PLANS FOR PROVIDING THE REQUIRED MATCH IF FUNDRAISING EFFORTS ARE UNSUCCESSFUL. (Up to 5 points)



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37. PROVIDE A DETAILED ITEMIZATION OF EACH COST CATEGORY FROM THE BUDGET TABLE. (Up to 5 points)



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SUPPORTING DOCUMENTATION CHECKLIST

USE THE BELOW CHECKLIST TO ENSURE THE PROJECT APPLICATION IS COMPLETE. (For information specific to each item, refer to the LWCF Application Guide)

<input type="checkbox"/> 6(F)(3) BOUNDARY MAP	<input type="checkbox"/> LETTER OF INTENT TO LEASE/SELL/DONATE REAL PROPERTY
<input type="checkbox"/> RESOLUTION FROM GOVERNING BODY	<input type="checkbox"/> SCHOOL/COMMUNITY AGREEMENT (If applicable)
<input type="checkbox"/> FINANCIAL ASSURANCE LETTER	<input type="checkbox"/> DOCUMENTATION OF UNDERSERVED POPULATIONS (If applicable)
<input type="checkbox"/> SIGNED LETTERS OF COMMITMENT OR INTENT TO DONATE	<input type="checkbox"/> PROOF OF PUBLIC INVOLVEMENT
<input type="checkbox"/> PROOF OF LAND OWNERSHIP OR LEASEHOLDER/EASEMENT RIGHTS	<input type="checkbox"/> COPY OF RELEVANT PORTION OF COMPREHENSIVE OR MASTER PLAN

CERTIFICATION OF RESPONSIBLE PERSON

A RESPONSIBLE OFFICIAL FROM THE SPONSORING AGENCY MUST SIGN AND DATE THE APPLICATION. APPLICATIONS WITHOUT SIGNATURE WILL NOT BE SCORED.

"I hereby certify that the information contained in this application packet is true and correct to the best of my knowledge. I understand that the application will be rated solely on the information provided on the application and in the enclosed supporting documentation. The submission of incorrect information and the lack of required documentation can result in this application being withdrawn from consideration for funding."

SIGNATURE		TITLE	
PRINTED NAME			DATE

MAIL COMPLETED APPLICATION

Submit **seven** copies of the application and supporting documentation to the Grants Management Section (address below). **Application packets must be postmarked on or before February 17, 2016.** For questions about your application packet or the process, call (573) 751-8462 or email lwcf.rtp@dnr.mo.gov.

Missouri Department of Natural Resources
 Division of State Parks
 Grants Management Section
 Attn: LWCF Planner
 PO Box 176
 Jefferson City, MO 65102-0176

DIVISION OF STATE PARK USE ONLY

- THE APPLICANT HAS NEVER RECEIVED A LWCF GRANT (5 points)
- THE APPLICANT HAS NOT RECEIVED A LWCF GRANT WITHIN THE LAST 20 YEARS (3 points)
- THE APPLICANT HAS NOT RECEIVED A LWCF GRANT WITHIN THE LAST 10 YEARS (2 points)
- THE APPLICANT DOES NOT CURRENTLY HAVE AN ACTIVE LWCF GRANT (3 points)
- THE APPLICANT HAS NOT WITHDRAWN A LWCF PROJECT AND DE-OBLIGATED FUNDS (2 points)
- THE APPLICANT HAS NEVER HAD A CONVERSION OF LANDS PROTECTED UNDER SECTION 6(F)(3) OF THE LWCF ACT (5 points)
- THE APPLICATION IS WELL-PREPARED, WITH DETAILED ANSWERS AND NO REQUIRED DOCUMENTATION MISSING (5 points)
- THE APPLICATION HAS A FEW MINOR ITEMS INCOMPLETE OR LACKING IN DETAIL (3 points)
- THE APPLICATION HAS MAJOR ITEMS INCOMPLETE AND IS MISSING REQUIRED DOCUMENTATION (Ineligible for scoring)