



EXECUTIVE OFFICE OF ENERGY & ENVIRONMENTAL AFFAIRS
Matthew A. Beaton, Secretary
Grant Announcement

BID ENV 16 DCS 11
Dated: March 31, 2016

Outdoor Recreation Legacy Partnership Program (ORLPP)

I. GRANT OPPORTUNITY SUMMARY:

A. PROPOSALS SOUGHT FOR: Projects that will acquire and/or develop public lands for outdoor recreation purposes and are located in or 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, minority, and/or youth. The projects must be located within or serving jurisdictions delineated by the Census Bureau from the 2010 Census as urbanized areas, that is, areas with a population of 50,000 or more people and consisting of densely settled territory (see attached map for eligible communities).

B. OVERVIEW AND GOALS: The Executive Office of Energy and Environmental Affairs (EEA) administers the Land and Water Conservation Fund for the Commonwealth of Massachusetts on behalf of the National Park Service (NPS). In Fiscal Year 2015 and 2016, Congress appropriated \$15 million specifically designated for the ORLPP. The NPS 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 number of individuals who are economically disadvantaged, minority, and/or youth; engaged and empower members of the affected community in the development of the project; involve and 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.

C. ELIGIBLE PROJECTS: Eligible projects are those for the acquisition of parkland or the construction of a park within the eligible communities. (See further detail on eligible projects in Section 2B.)

D. ELIGIBLE APPLICANTS: Applications will be accepted from communities that were delineated by the Census Bureau from the 2010 Census as comprising densely settled territory that contains 50,000 or more people (see attached map for eligible communities) and have an Open Space and Recreation Plan on file with DCS by the grant submission deadline (see further detail on eligible applicants in Section 2A).

E. APPLICATION DEADLINE: The application deadline is Monday, May 2, 2016 at 3:00 pm.

F. FUNDING AVAILABILITY: Congress has made \$15 million available for this competition through the Land and Water Conservation Fund. All states may submit up to two applications. This solicitation will be used to determine which two projects Massachusetts submits to compete in the national competition.

G. BUDGET REQUIREMENT: The ORLPP is a reimbursement grant program. The reimbursement rate for all projects is 50%, up to the grant award maximum of \$750,000. The minimum grant request is \$250,000. A successful City/Town Council or Board of Alderman vote that appropriates 100% of the total project cost is required prior to the execution of a contract. (See further detail on budget requirement in Section 2D.)

H. TOTAL ANTICIPATED DURATION OF CONTRACT(S): The contract period will begin on the date that EEA signs the contract. Timelines for project proposals, according to the National Park Service, should assume a grant start date between January 1 and March 31, 2017. The period of performance for LWCF grants is typically from one to three years. This competition will favor projects that can be completed in shorter timeframes.

I. REGULATIONS, STATUTES, OR AUTHORIZATION GOVERNING THIS GRANT PROGRAM: This BID is issued according to federal Funding Opportunity Number PI6AS00065 and subject to the federal Land and Water Conservation Fund Act (P.L. 88-578). All projects must be located on public recreation land and be open to the general public. All properties for which grant assistance is provided must be open to the general public (not residents only) and not limited to special groups (see Chapter 3 of the LWCF Manual) for appropriate active recreational use. All properties will become protected open space under Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts, dedicated to recreation use in accordance with M.G.L. Chapter 45, Section 3 or 14 (not both).

J. CONTACT INFORMATION: Melissa Cryan
Executive Office of Energy and Environmental Affairs
100 Cambridge Street – Suite 900
Boston, MA 02114
617-626-1171
melissa.cryan@state.ma.us
<http://www.mass.gov/eea/dcs-grants>

2. Performance and Contract Specifications

A. ELIGIBLE APPLICANTS: This BID is open to jurisdictions delineated by the Census Bureau for the 2010 Census as comprising densely settled territory that contains 50,000 or more people (see attached map for eligible communities). Eligible applicants must also have an Open Space and Recreation Plan on file with DCS by the grant submission deadline.

B. ELIGIBLE PROJECT(S)/SCOPE(S) OF WORK: The goal of the ORLPP is to acquire and/or develop public lands for outdoor recreation purposes and are located in or 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, minority, and/or youth. The projects must be located within or serving jurisdictions delineated by the Census Bureau from the 2010 Census as urbanized areas, that is, areas with a population of 50,000 or more people and consisting of densely settled territory. Park acquisition and development that meets these goals will be selected for funding.

C. FUNDING AVAILABILITY, BUDGETING GUIDELINES & ALLOWABLE EXPENDITURES: Congress has made a total of \$15 million available for the ORLPP for the entire country. Each state is allowed to submit two grant applications to compete for this funding. This solicitation will be used to determine which two projects Massachusetts submits to compete in the national competition. The minimum grant request is \$250,000; the maximum grant request is \$750,000.

The ORLPP is a reimbursement grant program. The reimbursement rate for all projects is 50% of the total project cost, up to the grant award maximum of \$750,000. Grant awards are specifically for the acquisition of parkland or renovation of existing parks. The competition will favor projects that involve partnerships among the public, private, and non-profit sectors that result in the leveraging of resources and the extent of that

leverage that allows the LWCF-eligible costs included in the project budget to exceed the 1:1 ratio required by the LWCF Act.

D. BUDGET REQUIREMENT: Applicants selected to receive grant funding must show the use of funds from non-federal sources through a City Council, Board of Alderman, Town Council, etc. vote. Non-federal funding sources include, but are not limited to, other grants from private or non-profit foundations, and cash contributions from local partners or individuals. Community Development Block Grants are not considered federal funding for this grant program.

This grant program is a **REIMBURSEMENT** grant program. EEA can only reimburse on the total amount spent as shown by canceled municipal checks. Any non-state funding sources must be deposited into a municipal account. Therefore, the City/Town Council or Board of Alderman vote must appropriate 100% of the total project cost. Funds from other federal grant programs may not be used as the community's portion of funding. However, Community Preservation Act funds are considered local monies and they may be used for the municipal portion of project funding. Eligible costs are also listed in Paragraph C (above). Any municipal votes that occur prior to the submission of a grant application **MUST** be reviewed by Melissa Cryan for approval.

E. PROJECT TERMS: If awarded, all projects will be required to abide by the Standard Commonwealth of Massachusetts Terms and Conditions, as well as the National Park Service Land and Water Conservation Fund Project Agreement. Please note that EEA does not guarantee that any contracts may result from this BID or that any particular funding level will be awarded. It is anticipated that projects could proceed to contracting immediately upon NPS's final awards announcement.

F. ANTICIPATED DURATION OF CONTRACTS: NPS has stated that the grant start date can be assumed to be between January 1 and March 31, 2017. The period of performance for LWCF grants is typically from one to three years. All construction work must be completed on or before June 30, 2020 to be eligible for reimbursement. Specific timelines will be developed for any project selected for funding.

G. DELIVERABLES, OWNERSHIP, AND CREDIT DUE: Any land acquired through this grant opportunity must be dedicated to park and recreation purposes under Chapter 45, Section 3 or 14 (not both). Any land receiving a new dedication must be dedicated under Chapter 45, Section 3. The parks built through this grant opportunity must be on land that is owned by the municipality and under the care and control of the Parks Department or Commission. EEA representatives must be invited to any public events sponsored by the Applicant in celebration of a grant award. A project sign crediting the grant program is a condition of receiving the final reimbursement.

H. REPORTING: Specific requirements for progress reports will be included as part of the approved scope of services for each contract.

I. INVOICING: The ORLPP is a **reimbursement** program. Applicants selected to receive grant funding will be required to submit a Project Agreement, State Standard Contract, and billing forms, which will be sent to Applicants with their award letter. Only approved expenses incurred during the period of contract are eligible for reimbursement.

3. Instructions for Application Submission

A. EVALUATION CRITERIA: Projects that will acquire and/or develop public lands for outdoor recreation purposes and are located in or 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, minority, and/or youth will be favored. Please see the attached rating form for more details. A site visit may be scheduled for EEA staff to see the proposed projects in person.

B. APPLICATION SUBMISSION INSTRUCTIONS: Applications will be accepted on a rolling basis and reviewed in the order that they are received. Applications must be received by 3:00 pm on Monday, May 2, 2016. Any application received after the deadline will be rejected. A postmark will not be accepted for verification of date of submission. Applications will **not** be accepted by fax machine or electronic mail. The outside of the package should be marked BID ENV 16 DCS 11. In an effort to reduce waste, we ask that applications be **double sided**, except for maps and graphics, and **held together with a binder clip**. **Please do not use binders or other office supplies to package the application**. One **original** (clearly identified as such) and **one paper copy** and **one electronic copy** (the text of the application should be saved in a word processing program, not as a pdf) of the application package shall be submitted to:

Melissa Cryan
RE: ENV 16 DCS 11
Executive Office of Energy and Environmental Affairs
100 Cambridge Street – Suite 900
Boston, MA 02114

A complete application package includes a completed Application Form, and the supporting documentation listed in Section C: Additional Required Documents. Failure to provide any of the materials listed below may result in the disqualification of the Proposal.

Project proposals must include the following:

- Application form (must be signed by an authorized signatory for the applicant organization)
- SF-424 and 424C (found online at www.nps.gov/lwcf)
- Project narrative
- Budget narrative
- Project location and site maps

Project proposals may include the following:

- Letters of support

See the Application Form (provided in Attachment A of this document) for more detail on required and recommended documents.

C. ADDITIONAL REQUIRED DOCUMENTATION: If selected, the Respondent will be required to submit additional forms as required by the National Park Service. Any acquisition projects that are selected must provide a Yellow Book appraisal before a contract will be signed.

4. Deadlines and Procurement Calendar

A. RELEASE OF BID: March 31, 2016

B. INFORMATION SESSION AND QUESTIONS: All applicants are eligible to have a meeting with EEA staff for assistance with project development.

C. APPLICATION DUE DATE: Applications are due Monday, May 2, 2016 at 3:00 pm

D. ESTIMATED AWARD DATE: The National Park Service has estimated that initial project selection will occur by September 30, 2016, with final applications due between October 1 and December 31, 2016. Actual grant awards will be announced between January 1 and March 31, 2017.

F. ESTIMATED CONTRACT START DATE: Notwithstanding any verbal representations by the parties, or an earlier start date listed in the Standard Contract Form, and only after an award is issued and a final scope of services has been negotiated, the effective start date of a contract shall be the latest of the following dates: the date the Standard Contract Form has been executed by an authorized signatory of the contractor and the procuring department; the date of secretariat or other approval(s) required by law or regulation; or a later date specified in the Standard Contract Form. The estimated start date for contracts resulting from this BID is January 1 to March 31, 2017.

5. Miscellaneous

A. TYPE OF PROCUREMENT: Grant

B. USE OF THIS PROCUREMENT BY SINGLE OR MULTIPLE DEPARTMENTS: This BID is a single department procurement. All contracts awarded under this BID will be utilized solely by EEA.

C. REQUEST FOR SINGLE OR MULTIPLE CONTRACTORS: This BID may result in multiple contracts.

D. BID DISTRIBUTION METHOD: This BID has been distributed electronically using the COMMBUYS system. It is the responsibility of every Applicant to check COMMBUYS for any addenda or modifications to a BID to which they intend to respond. The Commonwealth of Massachusetts and its subdivisions accept no liability and will provide no accommodations to Applicants who fail to check for amended BIDs and submit inadequate or incorrect responses. Potential Respondents are advised to check the “last change” field on the summary page of BIDs for which they intend to submit a response to ensure they have the most recent BID files. The application and answers to questions will also be posted on the DCS website at www.mass.gov/eea/dcs-grants.

Respondents may not alter BID language or any BID component files. Those submitting a proposal must respond in accordance to the BID directions and complete only those sections that prompt a Respondent for a response. Modifications to the body of this BID, specifications, terms and conditions, or which change the intent of this BID are prohibited. Any unauthorized alterations will disqualify response.

E. LIST OF ATTACHMENTS:

- A. Application Form
- B. Project Selection System

**Outdoor Recreation Legacy Partnership Program
FY16 Application Form**

Please print double-sided

Please fasten application package with a binder clip, no three-ring or plastic binders!

Municipality: _____

Contact Person: _____

Agency: _____

Address: _____

Zip _____

Telephone _____ Fax _____

Email: _____

Please note: the contact person is the official representative for this project, usually not the chief municipal officer.

Project Type:

- Acquisition (include certified Yellow Book appraisal report, restricted appraisal report, contracted Realtor’s Market Analysis, or valuation data from the appropriate Municipal Assessor’s office – please note that a contract will not be signed until a Yellow Book appraisal is received, however, it is not required at the time of the grant application submission)
- Acquisition and development (see above for appraisal requirements)
- Development/renovation

Attach certification of:

The **Chief Executive Officer’s legal authorization to execute contracts**. This is a resolution, motion, or similar action that has been duly adopted or passed as an official act of the community's governing body that authorizes the filing of the applications, including all understandings and assurances contained therein (**this is not a DCS form to be completed**); and

Date

Signature of Chief Municipal Officer

Name and Title (Typed)

Duration of Term

The following attachments must be completed. Any application missing this required information will not be accepted. Please note that the page limit will be strictly enforced. Any verbiage that is over the page limit will not be read or included.

- Application form (must be signed by an authorized signatory for the applicant organization)
- SF-424 and 424C (found online at www.nps.gov/lwcf)
- Project narrative
- Budget narrative
- Project location and site maps

**BE SURE TO COMPLETELY ANSWER ALL QUESTIONS SO THAT YOUR PROJECT CAN BE
ADVOCATED FOR STRONGLY!**

Project narrative (target length: 10 pages, Times New Roman 11 point, 1" margins, single spaced)

Required elements:

I. Project Overview:

For acquisition projects:

- provide a street address sufficient to provide at least a general location for the property
- provide a description of the property
- provide an explanation of the need for its acquisition
- explain whether the acquisition would create a new public park or recreation area or is to expand an existing site
- describe and quantify the types of resources and features on the property (e.g., 50 acres of forested area, 2,000 feet of waterfront, scenic views, vacant lot, special habitats, unique or special features, recreation amenities, historic/cultural resources)
- describe any constraints (e.g., existing development; hazardous materials/contamination history; and restrictions such as institutional controls, easements, rights-of-way, reversionary interests, above ground/underground utilities; etc.)
- describe the plans for developing the property for recreation purposes after acquisition and the timeframe, including when the site is expected to be open and accessible for public use
- describe the current status of the acquisition, including negotiations with the landowner and development of due diligence materials such as title work and appraisal

For development projects:

- provide a street address sufficient to provide at least a general location for the property
- provide a description of the planned physical improvements and/or facilities and the reason(s) such development is needed
- explain whether the work involves new development or rehabilitation or replacement of existing recreation facilities
- describe and quantify the types of resources and features available on the site as well as any constraints
- describe the current status of planning for the development and the timeframe for completing the project, including when the site will be open (or reopened) and accessible for public use

For projects that will comprise acquisition and development:

- provide a narrative that combines the elements above

2. Improving physical and recreational access and addressing recreational deficiencies

- describe how the proposed project will create or significantly improve access to close-to-home park and recreation opportunities by expanding the quantity or quality of parks or other outdoor recreation areas, this can be through either: creating a new park/outdoor recreational area or significantly enhancing the quality of an existing park/outdoor recreation area by replacing or upgrading infrastructure to be able to provide high priority recreation services
- describe the new or expanded types of outdoor recreation opportunities and/or capacities that will be created as a result of the acquisition and/or development
- describe how the project meets an identified recreational need or deficiency

3. Improving recreation service to priority target groups for this competition

- describe the activities and uses planned for the project site after acquisition and/or development
- describe who will benefit from the project, particularly with respect to the groups targeted by this competition (minorities, youth, and/or low to moderate income individuals or families) and for whom serious recreation deficiencies exist
- sponsors are encouraged to include available data/statistics about the local populations to be served by the park/recreation area in the response. Census-defined minorities are African-Americans, Hispanics, American Indians, Asians, Eskimos, Aleuts, and Pacific Islanders

4. Project engagement and participation

- describe the process that led to the development of this proposal, focusing on efforts to engage 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
- describe any partnerships or other collaborative efforts, such as with neighborhood groups, community organizations, or private entities that have helped facilitate the project
- describe or provide evidence of local support for the project, particularly from local residents
- supporting details could include how the public was notified of and provided opportunity to be involved in planning for and development of the project proposal; who has been involved (including local, state, and federal agency professionals; subject matter experts; and private organizations) and how were they able to help develop or review the proposal; and formal public participation processes such as meetings, hearings, and comment periods, including dates and length of time provided for the public to participate in the planning process and/or to provide comments

5. Innovation and transformative attributes

- describe the extent 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 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; and other similar characteristics

6. Project's alignment with SCORP and other applicable plans

- describe how the project will advance, implement, or meet a priority need and/or goal of Massachusetts' SCORP (<http://www.mass.gov/eea/docs/eea/dcs/scorp-2012-final.pdf>) and other relevant park and recreation planning documents
- describe how the project aligns with or advances priorities of other comprehensive or master plans at the city, regional, and/or state level such as community revitalization plans, economic development plans, open space and recreation plans, etc.; and/or benefitting other initiatives and programs

7. Project readiness

- describe the status of the planning for the grant project and its readiness to be implemented
- provide a narrative description of the timeline for the planned scope of work and a proposed period of performance, including providing dates for discrete benchmarks of significant work elements that will support the grant project's implementation to completion
- describe the current use (if any) or disposition of the property targeted for the project
- if there are any existing non-outdoor recreation or other non-public uses that are intended to continue on the property on an interim or permanent basis and/or proposed in the future, these should be explained

8. Applicant and partner capacity

- describe your community's experience in completing other similar park and recreation projects; if partners are or will be involved in the grant project's implementation, their role(s) should also be described
- describe who holds or will hold title to the property and how the park or recreation area will be managed and maintained to assure permanent use for public outdoor recreation
- describe the funding resources available to support the park's operation and maintenance; if partners will be involved with long-term management of the property, this should be described
- describe your community's or your partner's past experience, if any, with managing grant funds, particularly LWCF or other federal awards

Budget narrative (target length: 3-4 pages, including tables, Times New Roman 11 point, 1” margins, single spaced)

Required elements:

1. Viability and reasonableness of the project’s budget

- explain how the requested LWCF assistance will be used and how the applicant’s portion of the budget will be met, including any costs over and above the 1:1 requirement
- break down, describe, and justify the proposed project costs that correspond to the details of the work activities outlined in the project narrative
- provide budget information in both narrative and tabular forms to ensure sufficient detail so the budget can be clearly understood
- please note: land acquisition costs should be based on yellow book appraisal value. Acquisition-related support costs (e.g., appraisals) are not eligible LWCF expenses. On the development side, for this competition, project management/administration expenses, design/engineering fees, and contingencies may be included in the budget, but they are capped at 5% (administration) and 10% (design/engineering and contingencies) of the total budget, respectively.
- If the LWCF ORLPP grant-funded project is part of a larger project, please be sure the LWCF-related components of the budget can be clearly discerned

2. Partner support and leveraging

- describe the how project is or will be supported by partnerships with the public, private, and/or non-profit sectors specifically through contributions of money, land, supplies, services, etc.
- in addition to the types of contributions and amounts, be sure to describe the source(s) of the contributions proposed by non-public partners in the project, and whether they are already available or still being secured.
- if applicable, describe how and to what extent the LWCF ORLP grant will play a role in leveraging funding for the project from non-federal public, private, and/or non-profit resources, and if they allow the project budget to exceed the 1:1 requirement (projects that leverage the LWCF ORLPP grant funds beyond the 1:1 requirement will be favored, but more points will be awarded when the leverage is comprised of LWCF-eligible costs directly related to the acquisition or construction work versus other kinds of costs that support the project in a larger sense but aren’t necessarily needed to support the acquisition or development)

Project location and site maps/plans

Suggested elements:

- a neighborhood/community map showing the location of the project and any other existing recreation resources in the vicinity of the project site
- a neighborhood/community map depicting the presence of the targeted demographic groups for this competition, including: minorities, youth, and/or low to moderate income individuals or families)
- a map or aerial photo clearly delineating the specific project site to be acquired and/or developed, including the proposed boundary of the area that would be subject to the anti-conversion provisions of 54 USC 200305(f)(3)
- 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.

Outdoor Recreation Legacy Partnership Program SELECTION SYSTEM

This rating system is taken directly from the National Park Service's Funding Opportunity website for the Outdoor Recreation Legacy Partnership Program. More information on this program can be found on grants.gov using the Funding Opportunity Number P16AS00065.

I. Evaluation Criteria

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

a. 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 by either: creating a new park/outdoor recreational area or significantly enhancing the quality of an existing park/outdoor recreation area by upgrading the infrastructure to be able to provide high priority recreation services.

Priority will be given to projects located in 1) densely settled neighborhoods or communities that lack any other or adequate parks/outdoor recreation areas within a reasonable service area (i.e, 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 2) whose existing park/outdoor recreation areas are not of a comparable caliber to park/recreation areas elsewhere in the jurisdiction; or 3) whose park/recreation areas are otherwise inadequate to serve community needs.

b. Improving recreation service to priority target groups for this competition - 20 points:

This criterion will assess the degree to which the project will improve outdoor recreational opportunities for the target groups (minorities, youth, and/or low to moderate income individuals or families) for whom serious recreation deficiencies exist.

Priority will be given to projects located where they will serve neighborhoods with significant populations of the target groups that are lacking in recreation opportunities. Applicant responses are encouraged to include available data/statistics about the local populations to be served by the park/recreation area. Merit panels will also be provided with relevant Census data. Census-defined minorities are African-Americans, Hispanics, American Indians, Asians, Eskimos, Aleuts, and Pacific Islanders.

c. Project Engagement and Participation – 10 points:

This criterion will assess the level and degree of partnership building in support of the project among members of the public (particularly residents that would be served by the park and neighborhood groups), local government(s), and the private sector (including community organizations and businesses). In particular, the panel will evaluate the extent to which the project was developed with neighborhood and/or community participation, input, and engagement, especially through or with the assistance of private 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, 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.

d. 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 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; 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)

e. 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 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.

f. Project Readiness – 5 points:

This criterion will assess the status of the project to evaluate the readiness to be implemented, the likelihood of successful execution, and the viability of the period of performance for the project's execution.

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

g. 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 and/or partner'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 resolution.

Part III – Financial Support and Leveraging (Technical panel, 25 points total)

h. 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.

i. 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.

Attachment C Eligible Communities Map

A “zoomable” map can be found online at www.mass.gov/eea/dcs-grants

