

# Leveraging Your Resources: Apply for federal grants to benefit your community

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# What would you do, if you had the money...?

Think about what your district hopes to build, make or do in the next two to five years.

- What needs are unfulfilled in your community?
- What is stopping you from moving forward?



# Federal grants can help make those dreams come true!

North Dakota Parks and Recreation Department (NDPRD) administers:

- Land and Water Conservation Fund (LWCF)
- Recreational Trails Program (RTP)
- Off-Highway Vehicle Recreation Grant Program (OHVR)





# Land and Water Conservation Fund (LWCF) Overview

- Funded at the federal level by the U.S. Dept of the Interior, National Park Services (NPS) and administered by NDPRD
- LWCF provides grants for outdoor recreation projects such as ball fields, pools, campgrounds, playgrounds and land acquisitions for park development
- Recreation areas must remain dedicated to outdoor recreation us in perpetuity
- Applications are scored and ranked by committee



# LWCF Overview Continued

- Minimum total project cost of \$30,000 (requesting a grant of \$15,000)
- 50/50 matching share (available at time of application)
  - Tax sources
  - Bond issues
  - Force account
  - Donated labor
  - Equipment and materials
- Funding must be used within 18 months of award



# LWCF Eligible Applicants

Political Subdivisions of the State of North Dakota with ownership of the project land are eligible and may apply.

- Cities, counties and townships
- Park boards and park districts
- School districts
- State agencies
- Water management districts
- Federally-recognized Indian Tribes



# LWCF Grant Cycle Timeline

- **November 1 – December 31:** Applications accepted
- **January 1 – 31:** Projects scored and ranked
- **February 1 – March 31:** Grant packets prepared by NDPRD to submit to NPS
- **April 1 – May 31:** NPS Review
- **June 1:** Anticipated Project Start Date



# LWCF Project Selection

- State Comprehensive Outdoor Recreation Plan (SCORP)
- Scored and ranked against the priorities of SCORP and the Open Project Selection Process (OPSP)
- Project Clearances: Ensure environmental, historical and culturally significant properties are not negatively affected.
- NPS has final approval





# Recreational Trails Program (RTP) Overview

- Federal-aid assistance program to states to develop and maintain trails & facilities for both motorized and non-motorized trails.
- Program of the Department of Transportation's (DOT) Federal Highway Administration (FHWA)
- Benefit recreation including hiking, bicycling, in-line skating, equestrian use, cross-country skiing, snowmobiling, off-road motorcycling, all-terrain vehicle riding, four-wheel driving, or using other off-road motorized vehicles



# RTP Overview Continued

- RTP is an 80/20 Matching grant (80% federal dollars/20% local match)
- RTP is administered at the state level through NDPRD and federally through FHWA
- Applicants may request funding from \$10,000 to \$200,000
- RTP Advisory Committee scores, ranks and selects projects.
- Project Sponsors are only reimbursed for costs incurred after receiving and accepting grant award from NDPRD

# RTP Advisory Committee

- Dave Burns, Mountain Biking
- Andy Banta, Hiking
- Dave Bietz, Non-motorized at Large
- Jeannie Schmidt, Equestrian
- Karen Ryberg, Paddling
- Todd Thronson, Snowmobile
- Nick Lippert, Off-highway Vehicle
- Keri Vammer, Motorized at Large

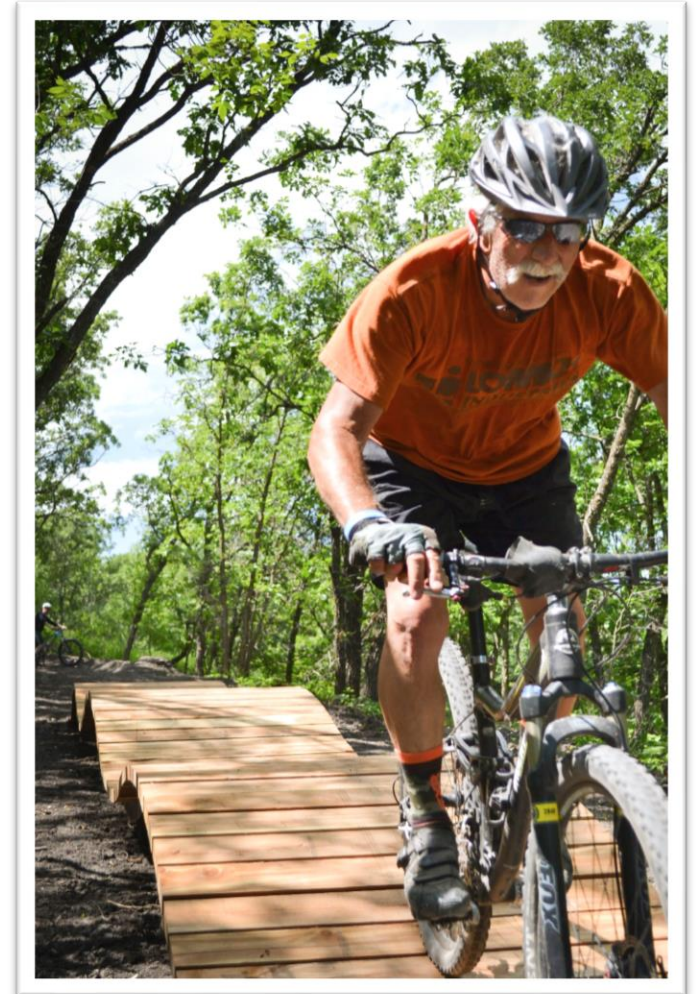
- Pam Wenger, NDDOT
- Kraig McLeod, FHWA
- Sandy Zimmer, FHWA
- Jolene Rieck, NDPRD
- Genny Giese, NDPRD

*Mountain biking, paddling and snowmobile positions will be available next year.*

# RTP Eligible Applicants

- Non-profit organizations
  - Registered with the State for a minimum of 5 years
- Municipal agencies
  - Cities, towns, counties, school districts
- State agencies
  - NDPRD, Forest Service, Game and Fish
- Federal government agencies
  - Bureau of Land Management, U.S. Forest Service, National Park Service
- Other government entities

*All Applicants must be Title VI Certified*





# Title VI of the Civil Rights Act

Title VI of the Civil Rights Act of 1964 ensures that no person in the United States shall, on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination, including sex, age, disability, low income, or limited English proficiency discrimination, under any program or activity for which the recipient receives federal financial assistance.



# RTP Project Examples

## **Eligible Projects**

- Restoration of existing trails
- Develop/rehab of trailside & trailhead facilities and trail linkages
- Purchase or lease of rec trail equipment
- Construction of new trails
- Acquisition of easements
- Trail accessibility assessment

## **Ineligible Projects**

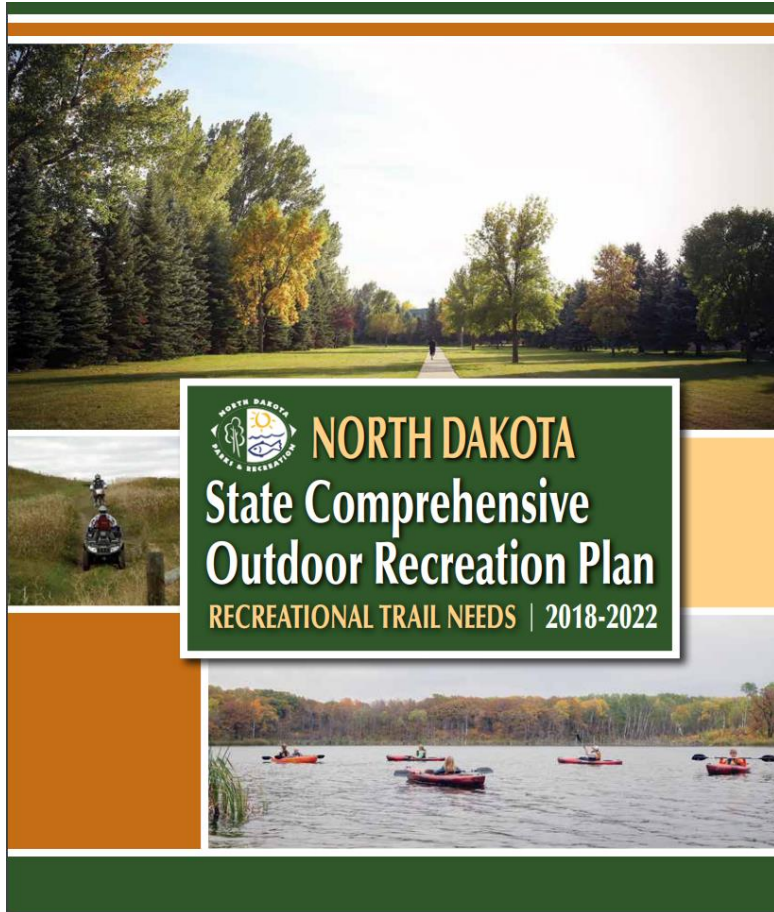
- Condemned land as match
- Feasibility Studies
- Environmental Evaluation and Documentation
- Law Enforcement
- Sidewalks/Roads
- Planning
- Overhead
- Indirect Costs

# RTP 40-30-30 Requirement

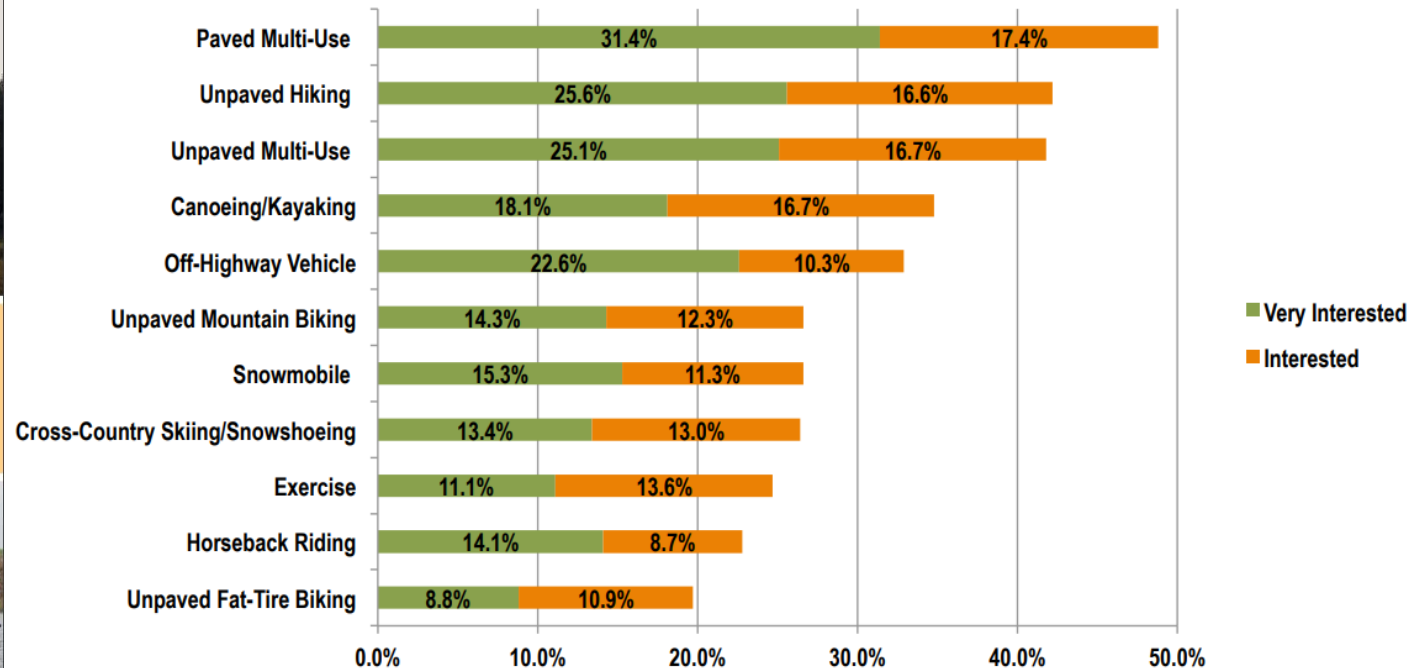
RTP Legislation, 23 U.S. Code § 206, requires that states use:

- 40% Recreational Trail or related projects that facilitate diverse recreational trail use within a recreational trail corridor, trailside, or trailhead, regardless of whether the project is for diverse motorized use, for diverse nonmotorized use, or to accommodate both motorized and nonmotorized recreational trail use
- 30% Motorized Recreation
- 30% Non-motorized Recreation

# ND State Comprehensive Outdoor Recreation Plan: Recreational Trail Needs 2018-2022



Trail Usage Interest by North Dakotans



# RTP Match

- Cash match
- Force Account Labor
- Donated Labor
- Donated equipment and materials



# When is the RTP Grant Cycle?

- **March 1- April 30:** Applications accepted by NDPRD
- **May 1 – June 30:** Scoring and ranking by RTP Advisory Committee
- **August 1:** Report funding to DOT/FHWA by
- **August – October:** Complete environmental reviews
- **Fall:** Receive funding from FHWA and DOT
- **Fall:** Project approval/grant agreements disbursed
- Once project sponsor receives approval – 18 months to complete



# Grants and Procurement

- Grant Sponsors are required to follow the State of North Dakota's procurement guidelines when purchasing goods or services needed to complete a project. Please refer to N.D.C.C. §54-44.4-14 and N.D.A.C. Chapter 4-12-08.
- “When in doubt, bid it out.”
- <https://www.nd.gov/omb/sites/omb/files/documents/agency/purchasing/purchasing-thresholds.pdf>

# Grant Reimbursements

- Goods and services must be purchased/rendered after the date of the signed grant agreement
- Must be submitted as a complete package to NDPRD to be considered
  - Grant Reimbursement Request Form
  - Affidavit of publication, supplied by newspaper when you advertise for bids
  - For purchases over \$10,000, provide solicitation documents, bid tabs, etc.
  - Contractor invoices
  - Copies of invoices
  - Cancelled Checks
  - Forced Account Labor Form SFN 59171
  - Donated Equipment Form SFN 59169
  - Donated Materials Form SFN 59172
  - Donated Labor Form SFN 59170

# Reimbursements Continued

- May be submitted as often as monthly
- NDPRD would like to see reimbursements at least quarterly
- Progress reports
- Final reimbursement requests
  - Should be submitted 30 days before grant expiration
  - Include photos of project

# Questions?

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