



Land and Water Conservation Fund Virginia 2022 DCR Application Form

Please read the **Virginia LWCF 2022 Application Manual** before completing this application. Guidance on completing this form and other application requirements can be found in **Appendix A: Application Resources**.

2022 DCR Application Form

Section A – Applicant Information

1. Project Sponsor Name

Click or tap here to enter text.

2. Contact Person Name & Title

Click or tap here to enter text.

3. Project Sponsor Street Address

Click or tap here to enter text.

4. Mailing Address (if different from street address)

Click or tap here to enter text.

5. Telephone Number

Click or tap here to enter text.

6. Contact Person E-mail Address

Click or tap here to enter text.

7. Name and E-mail Address of person to receive notification of application status *if different from contact above*

Click or tap here to enter text.

8. Applicant Type (type one)

- Municipality (city, town, county),
- Tribe,
- State agency, or
- Regional park authority

Click or tap here to enter text.

Section A – Applicant Information

9. US Congressional District Number

[Click or tap here to enter text.](#)

10. Virginia State Senate District Number

[Click or tap here to enter text.](#)

11. Virginia House District Number

[Click or tap here to enter text.](#)

Section B – Project Details

12. Project Title

[Click or tap here to enter text.](#)

13. Award Request Amount (up to 50% of total cost but not more than \$2 million)

[Click or tap here to enter text.](#)

14. Total Project Cost (100%)

[Click or tap here to enter text.](#)

15. Project Type (type one)

- Acquisition,
- Development, or
- Combination Acquisition and Development

[Click or tap here to enter text.](#)

16. Current or future name of the park

[Click or tap here to enter text.](#)

17. Latitude and Longitude (entrance to the park)

[Click or tap here to enter text.](#)

18. Tax Parcel ID Number

[Click or tap here to enter text.](#)

19. Property Street Address (if there is no street or 911 address, then provide driving directions to the park from 600 East Main Street, Richmond, Virginia 23219)

[Click or tap here to enter text.](#)

20. Current Property Owner (as outlined in the application checklist, acquisition projects must also include willingness to sell letter or statement from landowner)

[Click or tap here to enter text.](#)

Section B – Project Details

21. Indicate the total number of acres that, if awarded, will be placed in perpetuity for public outdoor recreation as required by section 6(f) of the Land and Water Conservation Fund Act

Click or tap here to enter text.

22. Project Scope (Quantitatively indicate in miles, linear feet, square feet, acres, numbers, or other applicable unit/s what the project will accomplish).

Examples: Grade and install 3600 square foot gravel parking lot, construct two ADA accessible asphalt paved parking spaces, install 64 square foot single user ADA accessible vault toilet, construct 200 linear feet of 5 foot wide crushed stone pathway, and install one vertical trail information sign at Riverside Park in Town Name, Virginia.

Purchase 32 acre property from private landowner for future development of community playground, picnic area, and walking trails.

Click or tap here to enter text.

Section C – Project Need

23. Indicate how the project will provide needed outdoor recreation opportunities identified in the most recent Virginia Outdoors Plan (VOP) found at <https://www.dcr.virginia.gov/recreational-planning/vop>. Include the page numbers for all VOP references.

Click or tap here to enter text.

24. Is the project listed as a regional feature project in the current VOP? If yes, please list project name as identified in VOP and page number.

Click or tap here to enter text.

25. Explain if/how the project will expand or link existing outdoor recreation areas or trails.

Click or tap here to enter text.

26. Is the project located in a priority area for conservation as identified in by ConserveVirginia?

Estimate the percentage of the proposed LWCF Boundary Area that falls within ConserveVirginia.

See Appendix A: Application Guidance section of Application Manual for information on accessing ConserveVirginia map online.

Click or tap here to enter text.

Section C – Project Need

27a. Indicate the project need based on DCR’s Land-based Recreation Access Model or Trust for Public Land’s ParkServe priority areas for new parks (only need to indicate higher of the two).

See Appendix A: Application Guidance section of Application Manual for information on accessing both models online.

- Very High
- High
- Moderate
- Low
- Very Low or No Need.

[Click or tap here to enter text.](#)

27b. If very low or no need is identified in the models, explain and provide supporting evidence to show need for land-based recreation.

[Click or tap here to enter text.](#)

28a. *If project will provide water-based recreation* Indicate the project need based on DCR’s Water-based Recreation Access Model.

See Appendix A: Application Guidance section of Application Manual for information on accessing model online.

- Very High
- High
- Moderate
- Low or Very Low Need

[Click or tap here to enter text.](#)

28b. If low or very low need is identified in the model, explain and provide supporting evidence to show need for water-based recreation.

[Click or tap here to enter text.](#)

29. Explain how the project will create a new opportunity for a community that does not currently have access to public outdoor recreation opportunities within a 10 minute (1/2 mile) walk or within a 10 mile drive.

If neither condition above is met, but you believe the area is still underserved by public outdoor recreation opportunities, please describe and justify.

[Click or tap here to enter text.](#)

30. Describe how the project will provide equitable experiences for people with disabilities. Do not simply state “will follow ADA” or “will meet all requirements.” Include information on *how* the project will meet the minimum relevant accessibility standards (ADA and ABA), and more broadly, how accessibility considerations will be incorporated beyond the minimum standards (Section 504). *See Appendix B: Accessibility Resources of Application Manual for accessibility resources.*

[Click or tap here to enter text.](#)

Section C – Project Need

31. Will the project benefit a community with documented health disparities such as rates of obesity, diabetes, cancer, and/or heart disease greater than the state-wide average rates? If yes, please explain, cite source data and provide link; see *Appendix A: Application Guidance section of Application Manual for optional data sources*.

[Click or tap here to enter text.](#)

32. Describe the degree to which the community where the project is located is socially vulnerable. This can be identified using the VIMS Social Vulnerability Index or other vulnerability index or mapper (source citation and link must be included). See *Appendix A: Application Guidance section of Application Manual for VIMS model link*.

[Click or tap here to enter text.](#)

33. Is the project located in a community where greater than 50% of the population is considered low income? If no, greater than 30%? Cite source data; see *Appendix A: Application Guidance section of Application Manual for recommended data sources*.

[Click or tap here to enter text.](#)

34. Will the project, when complete, require an entrance or membership fee? If yes, please describe fee structure and opportunities for reduced fee access, if planned.

[Click or tap here to enter text.](#)

Section D – Local Need

35. Describe the process that led to the development of this proposal and how the public was involved, including, if applicable:

- Consultation to date with representatives from historically underrepresented groups.
- Progress to date and future plans for public participation in the planning process, including methods of outreach.
- Presentations to the public through a Board of Supervisors, City or Town Council, or other similar public meeting.
- Whether an official public comment period has been held.
- Describe any plans for future consultation and public input.

[Click or tap here to enter text.](#)

36. Indicate how the project addresses needs identified in local and/or regional plans or surveys. If the acquisition or development project is specifically referenced in a local or regional plan, please also indicate. **Attach** the relevant pages from these documents or provide a link and page number.

[Click or tap here to enter text.](#)

37. How is the project unique within the Locality? How is it unique within the County?

[Click or tap here to enter text.](#)

38. List any previously funded LWCF-funded properties within the same jurisdiction of the proposed project and/or sponsored by the same applicant. Indicate the approximate year of LWCF funding.

[Click or tap here to enter text.](#)

Section E – Project Readiness

39. Describe the level of site and environmental analysis that has already been conducted for the proposed project. Is the NEPA/NHPA review complete? Has the process been started? Include the agencies contacted and the status of each correspondence. [Attach](#) copies of correspondence to date.

[Click or tap here to enter text.](#)

40. *For projects that include development* **Please describe the status and level of completeness of any construction drawings for the project.** Indicate if any feasibility or preliminary plans have been created.

[Click or tap here to enter text.](#)

41. *For projects that include acquisition* **Indicate whether an appraisal has been conducted of the subject property(ies).** Was a UASFLA appraisal completed? Has it been reviewed by a secondary certified appraiser? Indicate the date of appraisal.

[Click or tap here to enter text.](#)

42. *For projects that include acquisition* **Describe any purchase agreements with the property owner or letter of commitment from the property owner in place at the time of application.** Please include as an attachment.

[Click or tap here to enter text.](#)

Section F – Budget and Grant Match

The following two questions should be answered by completing form *LWCF-02-Project Budget.docx*. Do not enter answers in this document.

43. Provide a detailed, itemized budget estimate and budget narrative for the Land and Water Conservation Fund (LWCF) proposal.

44. Identify all funding sources, funding amounts, and funding gaps, if present, for the project.

Section G – Facility Management, Operations, and Maintenance

45. Describe the current and planned management, operations, and maintenance of the park and its facilities. Be sure to address:

- What maintenance will occur and how often will it occur, and who is responsible?
- Are there formal or informal long-term operations and maintenance plans existing or in development?
- Outline the support staffing that will be dedicated to maintenance and operation of the park. Indicate the number of support staffing that will be provided to operate and maintain the park. Indicate whether staff for maintaining a new park is already available or if additional staffing will need to be hired.
- How will the entity fund routine and preventive maintenance and any new staffing required?
- How expected and potential safety hazards will be mitigated.

[Click or tap here to enter text.](#)

Section H – Certification

On behalf of [Click or tap here to enter text.](#),

I hereby certify the information contained in this form and other application documents is true and correct. I understand this application will be rated on the basis of the information submitted and the submission of incorrect data or an incomplete application can result in this application being withdrawn from consideration for funding.

I hereby certify the applicant will comply with all applicable local, state, and federal laws and regulations.

I hereby certify the availability of funding and commitment of funding for the total project costs as represented in this application.

I hereby certify that the applicant understands that the LWCF program reimburses at 50% and that documentation verifying expenditures must be submitted to DCR in order to receive payment, whether partial or in full.

I hereby certify that, if authorized by NPS, the property will be placed under Section 6(f) protection of the Land & Water Conservation Act and that wording to such effect placed in the deed of the property. Further, I certify that necessary coordination with interested parties was involved during the development of the LWCF Boundary Area.

If it is determined that we, the applicant, cannot move forward with the project as described, we will contact DCR LWCF Grant Staff in writing with justification and official notification of withdrawal.

Signed on: [Click or tap here to enter text.](#)

Signature: [Click or tap here to enter text.](#)

By Name: [Click or tap here to enter text.](#)

Title: [Click or tap here to enter text.](#)

This application form, along with other application materials, must be submitted via email to recreationgrants@dcr.virginia.gov by 4:00 pm on March 15th, 2022.

If your document file or email size is larger than 25MB please contact Recreation Grants staff at 804-786-1119 for instructions on how to submit.