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2021

Outdoor Recreation Legacy Partnership (ORLP) Technical Assistance

Outdoor Recreation Legacy Partnership (ORLP) Grant Program

Technical Assistance for the 2021 ORLP Cycle (Round 5)

This technical assistance document is meant to be used as guidance for the application process, as a supplement to the primary National Park Service (NPS) Program Guidelines:

Notice of Funding Opportunity (NOFO) P21AS00509

Total National Funding Available: \$150,000,000

Minimum Grant Amount: \$300,000

Max Grant Amount: \$5,000,000

Match Requirement: 1:1 (minimum) The grant can fund up to 50% of the Total Project Cost.

California Application Due Date: June 18, 2021

Submit applications via email to OGALS@parks.ca.gov (<mailto:OGALS@parks.ca.gov>) by June 18, 2021, 5:00 pm

Office of Grants and Local Services Contact Person:

Natalie Bee, LWCF Supervisor; Natalie.Bee@parks.ca.gov (<mailto:Natalie.Bee@parks.ca.gov>)

Overview of Federal Notice of Funding Opportunity (NOFO) P21AS00509

To access the criteria in the NOFO, visit the [federal grants opportunity webpage](https://www.grants.gov/web/grants/view-opportunity.html?oppId=333434) (<https://www.grants.gov/web/grants/view-opportunity.html?oppId=333434>), or go to the federal webpage www.grants.gov (<http://www.grants.gov>) and follow the steps below:

- Select the Search Grants tab near the top of page
- Enter Opportunity Number:P21AS00509
- Select Search
- Click on the Opportunity Number
- Click the Related Documents Tab
- Click on "P21AS00509 Final Full Text of NOFO" to download the pdf.

The federal NOFO includes sections that contain administrative requirements between the federal and state government, such as standard federal forms. These do not need to be completed by the local applicants. In an effort to streamline applicant's focus, below is an outline of the main focal areas for local applicants.

Related Pages

[Outdoor Recreation Legacy Partnership \(ORLP\) Program \(/?page_id=30578\)](#)

[2021-2025 SCORP Priorities for ORLP \(/?page_id=30582\)](#)

[Grants and Local Services \(http://www.parks.ca.gov/?page_id=1008\)](#)

[Sign up for e-mail updates \(https://signup.e2ma.net/signup/1884213/\)](#)

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Organize the application following the checklist below. The page numbers reflect where the applicant can find more information.

ORLP Grant Application Checklist

1. **Project Narrative (See NOFO pages 11 – 13; 22 - 25)** (maximum length 10 pages) – must include information detailed under “Project Narrative” in this section. A sample narrative is available under the Related Documents tab on Grants.gov.
 - For Criteria #5, one or more of the following 2021 - 2025 SCORP priorities can be cited. These SCORP priorities are aligned with the intent of the ORLP Program. California's 2021 – 2025 SCORP is in the final approval stages and will be published before applications are forwarded to the National Review Committee.
 - **2021-2025 SCORP Priorities for ORLP (http://www.parks.ca.gov/?page_id=30582)**
2. **Budget Narrative (See NOFO page 14)** (maximum length 5 pages, including tables) – must include information detailed under “Budget Narrative” in this section. A sample budget narrative is available under the Related Documents tab on Grants.gov.
3. **Project Timeline (See NOFO page 11)** – must include information on planned completion of the tasks/activities under the proposal, detailed under “Project Timeline.” A sample timeline is available under the Related Documents tab on Grants.gov.
4. **Photos (See NOFO page 10)** – photos included should provide context such as current site conditions, the surrounding environment, etc. An optional photo form is available on under the Related Documents tab on Grants.gov.
5. **Maps and Plans (page NOFO 10):**
 - Recreation Area Map showing the location of the project and identifying all existing recreation resources (if any) within a 1-mile vicinity of the project site.
 - Map (or Aerial Photo) Delineating Project Area and Proposed Boundary - must clearly indicate area to be acquired and/or developed, as well as the proposed boundary of the larger park/recreation area that would be subject to the perpetual protection provisions of the LWCF Act (54 U.S.C. 200305(f)(3) (<https://uscode.house.gov/view.xhtml?req=54%2BUSC%2B200305&f=treesort&fq=true&num=9&hl=true&edition=prelim&granuleId=USC-prelim-title54-section200305>), all known outstanding rights and interests in the area held by others, total acres within the boundary(ies), and a north arrow. See sample at the end of this document.
 - Plan or Sketch of the Site Features identifying location of planned recreational improvements and other features such as where the public will access the site, parking, etc. See sample at the end of this document.
6. **Letters of Support Documenting Secured Contributions of Matching Share (See NOFO page 11)** – all letters should clearly state the amount and type of contribution, or Co-Sponsor/Ownership Agreements if project sponsor is not title holder.
7. **Overlap or Duplication of Effort Statement (See NOFO pages 15-16):**

Applicants must provide a statement indicating if there is any overlap between this Federal application and any other Federal application, or funded project, in regards to activities, costs, or time commitment of key personnel. If no such overlap or duplication exists, state, “There are no overlaps or duplication between this application and any of our other Federal applications or funded projects, including in regards to activities, costs, or time commitment of key personnel”. If any such overlap exists, provide a complete description of overlaps or duplications between this proposal and any other federally funded project or application in regards to activities, costs, and time commitment of key personnel, as applicable. Provide a copy of any overlapping or duplicative proposal submitted to any other potential funding entity and identify when that proposal was submitted, to whom (entity name and program), and when you anticipate being notified of their funding decision. The statement and the description of overlap or duplication, when applicable, may be provided within the proposal or as a separate attachment to the application. If at any time a proposal is awarded funds that would be overlapping or duplicative of the funding requested from NPS, the applicant must immediately notify the NPS point of contact. Any overlap or duplication of funding

between the proposed project and other active or anticipated projects may impact selection and/or funding amount.

Optional:

1. General Letters of Support (See NOFO page 11).
2. Letter of Intent to Sell, Purchase or Donate Property for projects requiring acquisition (See NOFO page 11).

NOTE: All other forms will be completed by the Office of Grants and Local Services (OGALS) if the project is forwarded to the National Review Committee.

Next Steps

Email applications to OGALS@parks.ca.gov (<mailto:OGALS@parks.ca.gov>) by **5:00 pm on Friday June 18, 2021**. *Applications submitted directly to the NPS by entities other than California State Parks' OGALS will automatically be rejected by the National Review Committee without consideration.* Checklist Items 1 – 7 must be **separate attachments** in the email submission.

2021 ORLP Timeline and Next Steps:

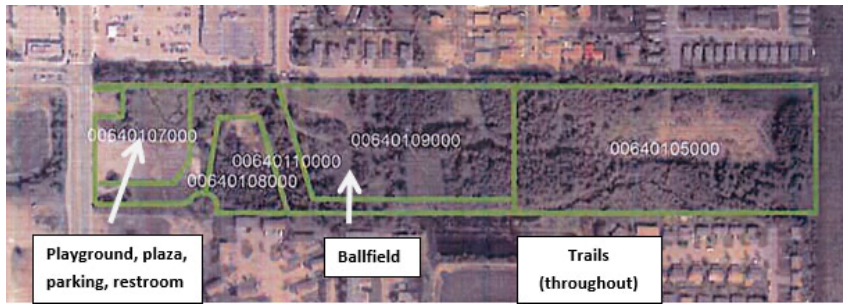
- **May 10:** NPS releases the NOFO
- **May 13:** OGALS notifies all agencies statewide
- **June 18:** Applications must be emailed to OGALS@parks.ca.gov (<mailto:OGALS@parks.ca.gov>) by or before 5 pm on June 18.
- **June 21 – July 30:** OGALS reviews statewide applications
- **August – September 24:** NPS' regional contact screens applications before approving OGALS to enter the applications into Grants.gov system by the federal September 24, 2021 deadline.
- **April 2022:** A National Review Committee will review all competitive applications from all states. NPS estimates applications will be selected by April 2022.
- **Project Start Date:** Please note that Section 106 and NEPA must be approved by NPS before the project's acquisition or development can begin. Section 106 and NEPA will be required after applications are selected by the National Review Committee. The ORLP NOFO (pages 5 – 6) mentions that "for the purposes of the competition, sponsors (applicants) should use a grant start date of October 1, 2022."

Plan or Sketch of the Site Features - SAMPLE



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. To avoid confusing reviewers, please make sure the concept plan aligns with the narrative description of the project.

Map (or Aerial Photo) Delineating Project Area and Proposed Boundary - SAMPLE



Show an aerial image of proposed LWCF boundary and immediately surrounding context for orientation to the project. Include arrows generally indicating project area(s) within the park. This map or aerial photo delineates the project area to be acquired and/or developed, as well as the proposed boundary of the larger park/recreation area that would be subject to the protection provisions of 54 U.S.C. 200305(f)(3) (<https://uscode.house.gov/view.xhtml?req=54+USC+200305&f=treesort&fq=true&num=9&hl=true&edition=prelim&granuleId=USC-prelim-title54-section200305>). Ensure the LWCF boundary is discernable and demonstrates compliance with LWCF policy per the 2021 LWCF Manual. LWCF policy is that the entirety of the park or recreation area receiving assistance should be included in the boundary. Exceptions for boundaries that would apply to a lesser unit of a park will be considered only if the recreation area is a stand-alone (i.e., its borders do not include other areas of the park) and self-sustaining (i.e., it does not rely on adjoining park area for access, utilities, support facilities, etc.). If the project entails not putting the entire park within the LWCF boundary, the narrative must provide an explanation.

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