NATUREWORKS 23rd ROUND APPLICATION

All applications must be postmarked by June 1st, 2016
There are no exceptions.

NatureWorks is a State funded grant program that provides up to **75 percent of project cost** assistance to Ohio municipalities, counties, townships, joint recreation districts, park districts and conservancy districts for acquisition or development of public outdoor recreation areas. All grant payments are made on a **reimbursement** basis; **project sponsors must have adequate funds to finance the grant project prior to receiving reimbursement.**

- The NatureWorks application *postmark* deadline is June 1st, 2016.
- The proposed project scope must be either development **or** acquisition, not both.
- **Only one** park site per application please.
- When available, county funding allocations for NatureWorks round 23 will be listed on page 34. You may apply for any amount up to the maximum amount for your county (the county in which your proposed project will be located).
- NatureWorks recommendation announcements are planned for autumn 2016. Various factors can cause delays. Please check the ODNR website @ http://realestate.ohiodnr.gov/outdoor-recreation-facility-grants for updates.
- Mail one paper copy of your application to ODNR by **June 1st, 2016** (postmark deadline). We recommend applications be mailed with a return/tracking receipt. **Do not** submit applications in metal ring binders. Please keep a copy of your completed application for your records.

  Send your application to:

  NatureWorks
  Office of Real Estate
  Ohio Department of Natural Resources
  2045 Morse Rd., E-2
  Columbus, Ohio 43229

- If you would like to receive this application in Microsoft WORD, send a blank email to mary.fitch@dnr.state.oh.us, and enter 'NatureWorks WORD' in the email subject line.
- If you have questions about the application or would like to discuss your project proposal, please call or email Mary Fitch, Recreation Services Administrator @ 614-265-6477 or mary.fitch@dnr.state.oh.us.

The Ohio Parks and Natural Resources Fund (State Issue #1) was passed by voters on November 3, 1993. Additional legislations authorized the creation of the NatureWorks program. Issue 1 "AUTHORIZED THE STATE OF OHIO TO ISSUE BONDS, WHICH WILL BE RETIRED FROM GENERAL STATE REVENUES, TO FINANCE CAPITAL IMPROVEMENTS FOR STATE AND LOCAL PARKS AND RECREATION AREAS AND TO PRESERVE OHIO'S NATURAL AREAS AND HABITATS…" and … "PERMITS THE STATE TO MAKE GRANTS AND ASSIST LOCAL GOVERNMENTS WITH CAPITAL IMPROVEMENTS PROJECTS RELATED TO NATURAL RESOURCES. . . " Ohio Revised Code reference: 1557.06 http://codes.ohio.gov/orc/1557.06

The Ohio Department of Natural Resources (ODNR) is the designated state agency directly responsible for program administration and coordination. ODNR policies pertaining to the submission of local applications are subject to periodic review and change as prevailing conditions or situations may warrant.

Eligibility

Under the NatureWorks program only political subdivisions (municipalities, townships, counties, joint recreation districts, park districts and conservancy districts) are eligible to apply. Such local government entities may apply for NatureWorks grants individually or jointly. Applicants must be able to finance the project and maintain it as a public recreation facility.

Accessibility

When planning a development project the applicant must review the latest accessibility guidelines under the Americans with Disabilities Act (ADA) and Architectural Barriers Act (ABA). All grant assisted development must adhere to these guidelines. The guidelines can be accessed at: http://www.access-board.gov/

Matching Funds

A minimum 25% match is required for all projects. Other federal and state funding programs may be used as a portion of the NatureWorks project sponsor's match. However, per ORC 1557.06, **at least twenty percent (20%) of total project costs must come from non-state and non-federal sources.**

Other Ways to Provide Match

In-kind project labor (labor by employees of the awarded political subdivision) may be credited toward project match. The value of such labor may be the employee's current pay rate, *if* the grant labor is part of his or her usual job description. For example, the city's staff electrician does electrical work on the city's lighted ball field grant project. Documentation of pay rate is required. However, if the labor provided is not part of the individual's usual job description, the hourly rate will be valued at $15.00 per hour. Fringe rates, overtime pay, administrative labor, including time spent administering the NatureWorks grant, is NOT allowed.

Donated materials, equipment time, labor and *new* land can all be used as match. Donations must be directly related to the application's project scope.

- All materials must be new (not used). Receipts or documented evidence of value must be provided. Items such as gravel, mulch, concrete, lumber, playground equipment, drinking fountains, etc. are eligible for donation credit. Materials from the applicant's pre-existing inventory and items like hand tools and consumable supplies are not eligible. **Values must be reasonable and current, and are always subject to ODNR approval.**

- Equipment owned, rented by or loaned to the project sponsor for use on the project may be valued on an hourly, daily, or mileage rate, as appropriate. This is figured in one of the following ways.

  - If equipment is on the Ohio Department of Transportation's (ODOT) equipment rates list: http://www.dot.state.oh.us/Divisions/Finance/Information%20and%20Services/2014%20Equipment%20Standard%20Rates.pdf the ODOT rate will be utilized. Equipment listed on the ODOT rates list is usually eligible.

  - If equipment is not on the ODOT standard rates list, a well-documented local fair market rental value may be used.

  - If equipment time is donated by an equipment rental business, documentation of standard rental rates on business letterhead is required.

  - For other equipment time, a written quote from a local equipment rental business will be required. If a rental rate quote cannot be obtained, the equipment will not be eligible for donation or in-kind credit.

  Value and eligibility of equipment hours/miles are always subject to ODNR approval.

- Professionals, consultants and skilled or unskilled laborers may donate labor services for credit towards the 25% match requirement.

  - Unskilled labor will be valued at up to $15.00 per hour. Volunteers of any age may contribute time to a project, however only donated labor from adult volunteers age 18 and over will be credited.

  - Donated professional or highly skilled labor may be valued at the individual's current pay rate in the subject trade or profession. Documentation is required.

- The value of donated real estate property can be used towards the sponsor's 25% match for both acquisition and development projects. The value of the donated property must be specified in the grant application, and should be based on a recent appraisal (completed within the last 12 months) or a recent Realtor's written opinion of value. The appraised value of the property is, by law, the maximum eligible grant credit amount. Applicants are not permitted to increase the donation value of the property after the application deadline. **The property cannot currently or previously be in outdoor recreation use.**

An independent, ODNR Certified General Appraiser's narrative appraisal will be required for all **awarded** projects that include real estate acquisition. All NatureWorks appraisals must conform to the Uniform Standards of Professional Appraisal Practice (USPAP) as a complete summary appraisal prepared in a narrative format. If donation of property is under consideration and you wish to receive *matching funds credit* for the donated land, do not close or accept title to the land until you have received written approval from ODNR. This approval will *always* be in the form of an executed project contract or an approved Waiver of Retroactivity. Otherwise the property's value may be ineligible.

- Payment for an option on a property is a retroactive cost that may be reimbursed under the following conditions:

  - The option payment is no more than 10 percent of the anticipated purchase price.

  - The closing must occur after the awarded project grant agreement has been executed, or after a waiver of retroactivity has been granted.

IMPORTANT!
Do not sign any agreements or incur any costs related to the acquisition or development of any project until a grant agreement has been executed (signed by both parties) between the project sponsor and the Ohio Department of Natural Resources, or a Waiver of Retroactivity has been granted and received. Any contractual agreements or payments made prior to approval may result in that part of the project becoming ineligible for federal reimbursement.

What is a Waiver of Retroactivity?

If a NatureWorks applicant or potential applicant must purchase a property during a limited window of opportunity before grant application or grant execution, the applicant may make a written request to ODNR for a **Waiver of Retroactivity.** The applicant must provide a location map, a to-scale, dimensioned property map and a description of the circumstances necessitating a purchase prior to grant award announcement.

Written requests must be received by ODNR at least ten business days prior to the date of Real Estate closing. Acquisition costs incurred prior to receiving ODNR written approval of a Waiver of Retroactivity are not eligible. **Approval of a Waiver of Retroactivity in no way assures grant selection or "preferred" status.**

Project Selection Process

Site Visit

During the scoring process an ODNR staff person may conduct an *unscheduled* visit to the project site. If the site is not open to the public during weekday daylight hours, please provide an explanation with your application.

Recommendations, Approval & Notification

Projects are scored and submitted to the Director of ODNR for review and approval. Upon announcement of grant recommendations all applicants will receive letters of award recommendation or non-award. ODNR will also issue a press release. If a grant proposal is not selected, the applicant may re-submit the same application for the next year's funding cycle by sending a letter or email so requesting by the next application deadline. Applications that have not been significantly revised may be carried forward in this manner one time only.

Grant Contract Agreement

Upon final approval, including State Controlling Board approval, a contract between the state and the local project sponsor is sent to the project sponsor for signature and return to ODNR. After, and only after, the execution of this state and local agreement, the local government may proceed with the project. A copy of the executed agreement will be sent to the local project sponsor.

Important!

Never initiate grant project work for which you expect to receive reimbursement until the project state-local grant contract has been executed.

During the Project & Continuing Responsibilities

Acknowledgement Sign:
Upon project completion, a grant acknowledgement sign **must** be prominently displayed at the project site. Reasonable NatureWorks sign expenses are eligible for 75% reimbursement. Signs may be fabricated by the sponsor's vendor of choice. Signs are also available through ODNR (see page 30).

Audits:
Audits may be conducted to determine if the applicant has provided fiscal control and fund accounting for federal and state funds. State auditors may examine the applicant's cost accounting to check whether costs are verified and applicable to the grant. The retention requirement is three years beyond final payment on the grant project.

Compliance with Federal, State and Local Laws:
Federal, state and local laws pertaining to non-discrimination in employment, area use, minimum wages, conflict of interest and similar matters must be met at all times. Be aware of prevailing wages thresholds. Please check with the Ohio Department of Commerce - Division of Industrial Compliance @ http://www.com.ohio.gov/dico/default.aspx for information about Ohio prevailing wages that may apply to your NatureWorks project.

Continuing Recreational Use during the Compliance Period:
During the term of the tax exempt state bond issue, source of NatureWorks funding, property acquired or developed with NatureWorks assistance must be retained and kept open for public outdoor recreation. **This period of time, the COMPLIANCE PERIOD, will extend for fifteen years from date of project closeout.** During the COMPLIANCE PERIOD property acquired or developed with NatureWorks assistance shall not be converted from public recreation uses without the written approval of the Director of the Ohio Department of Natural Resources. Compliance may be assured via periodic site inspections. All new and/or replacement utility lines on land purchased or developed with NatureWorks program assistance must be placed underground during the COMPLIANCE PERIOD.

Discrimination Prohibited:
Property acquired or developed with NatureWorks assistance must be open to the general public without discrimination. The applicant-recipient agrees that no person shall, on the basis of race, ancestry, religion, color, age (40 and over), sex, disability, national origin or veteran status be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity for which the applicant-recipient has received financial assistance through NatureWorks. If a user fee is charged, the fee must be reasonable for all users.

NatureWorks Applications for Land Acquisition Projects

To be eligible for NatureWorks funding assistance, the primary future use(s) of any property proposed for acquisition must be public outdoor recreation or public outdoor recreation support facilities. All applications must include a detailed plan or description of the proposed future use(s) of the property. All future uses during the COMPLIANCE PERIOD must be open to the public. The outdoor recreational development intended for the property should be developed within two years of NatureWorks project close out. **Eminent domain acquisitions are not eligible**.

Examples of eligible land acquisition grant projects:

- Purchase of land that will be used for active outdoor recreation.
- Purchase of land to enlarge an existing park.
- Purchase of wetlands, natural areas, woodlands, etc. that will provide unique public outdoor recreation opportunities.
- Purchase of stream or lake frontage for public swimming, boating, fishing, etc.
- Purchase of urban land for public playgrounds, picnicking, non-professional sport facilities, skate parks, dog parks, open play areas, etc.
- Purchase of natural areas or preserves where passive outdoor recreation will be permitted.
- Purchase of linear corridors for trails or greenways.
- Purchase of land for a support facility (parking area, restroom, concession building, etc) for public outdoor recreation.
- Purchase of land for public recreation centers.

Associated acquisition costs that ARE eligible for reimbursement: Phase I studies requested by the Ohio Historic Preservation Office and ODNR required Real Estate appraisals for awarded projects.

Associated acquisition costs that are NOT eligible for reimbursement: Land surveys, court costs, legal fees and most closing costs.

Important!

- All applications that include proposed grant funded land acquisitions must include a signed and notarized INTENT TO SELL letter or signed Real Estate SALES CONTRACT with the current property owner of record.
- An acquisition project WILL NOT BE ELIGIBLE for reimbursement through the NatureWorks grant program unless one of the following two events has occurred prior to actual purchase via real estate closing:
  - A contract agreement has been executed between the State of Ohio and the local project sponsor.
  - A written Waiver of Retroactivity has been granted by ODNR.

Relocation of Displaced Persons: The federal Uniform Assistance and Real Property Acquisition Policies Act of 1970, and the Ohio Revised Code Sections 163.51 through 163.62 require that owners and tenants displaced from their homes, farms, or places of business be reimbursed for the costs of moving and relocation. Applicants who are submitting an application that requires relocation must contact ODNR. (See page one for contact info.)

NatureWorks Applications for Development Projects

Examples of eligible development projects. *(These are examples; this is not a complete list.)*

- Picnic and support facilities, including access parking and restrooms.
- Camping facilities and support facilities, including access, parking and restrooms.
- Swimming and water sports facilities, including beaches, pools, spray parks, lifeguard towers, bathhouses, restrooms and related sanitary facilities. Portable items (pool lane ropes, etc.) are not eligible.
- Boating facilities, including launch ramps, transient docks and courtesy docks.
- Outdoor game courts, sports fields, playgrounds, golf courses, skate parks, outdoor climbing walls, etc.
- Winter sports facilities such as ski/sled/snowmobile trails and runs, outdoor skating rinks and warming huts.
- Recreational trails and support facilities, including trailheads and restrooms.
- Reconstruction or rehabilitation of outdoor recreation facilities. (Maintenance projects are not eligible.)
- Site architectural and/or engineering planning work directly related to project site construction. Planning costs may generally not exceed 15 percent of the total grant project cost, and are **never eligible as a stand alone project.** Such planning work that has occurred prior to grant application may be eligible for grant reimbursement if it is directly related to the project and costs were incurred no more than 18 months prior to the grant application deadline. These costs must be identified in the application and cannot be adjusted upwards after the application deadline.

Force Account Labor
Labor provided by an 'on the clock' employee of the awarded political subdivision is eligible as a reimbursable project cost. The value of such labor may be the employee's current pay rate, *if* the grant labor is part of his or her usual job description. For example, the city's electrician does electrical work on a lighted ball field grant project. Documentation of this pay rate is required. However, if the labor provided is not part of the individual's usual job description, the hourly rate will be valued at $15.00 per hour, or the employee's usual rate of pay, whichever is less. Fringe rates, overtime pay, administrative labor, including administering the NatureWorks grant, is NOT allowed.

Prevailing Wage
Before advertising for bids, contracting or undertaking construction with its own forces to construct a public improvement, the Public Authority shall have the Ohio Department of Commerce - Division of Industrial Compliance - Bureau of Wage and Hour Administration determine the prevailing rates of wages for workers employed on the public improvement. For more information on how this applies to your project, see http://www.com.ohio.gov/dico/default.aspx.

Park-Like Setting
All improvements and structures should be designed to harmonize with the natural environment. Emphasis should be given to public health and safety, and protection of the recreational value of the area.

Accessibility
The applicant must ensure that the development project complies with the latest accessibility guidelines under the Americans with Disabilities Act (ADA) & Architectural Barriers Act (ABA). See http://www.access-board.gov/.

EQUAL EMPLOYMENT OPPORTUNITY: All development project contractors must comply with the Governor's Executive Order of January 27, 1972. The applicant is obliged to cooperate with the Ohio Department of Natural Resources in order to ensure that contractors comply with Equal Employment Opportunity requirements. This includes all bid advertisements.

NatureWorks APPLICATION

FORM No. 1: BASIC PROJECT INFORMATION

APPLICANT AGENCY
APPLICANT AGENCY ADDRESS
PHONE NUMBER OF APPLICANT AGENCY ( )
TAX IDENTIFICATION NUMBER
COUNTY LOCATION OF PROJECT
NAME of LOCAL PROJECT COORDINATOR (must be employed by or member of applicant agency)
PHONE NUMBER OF LOCAL PROJECT COORDINATOR ( )
E-MAIL ADDRESS OF LOCAL COORDINATOR
GRANT PROJECT TITLE (50 characters maximum)
GRANT PROJECT LOCATION (example: Smithville Park)
BRIEF DESCRIPTION OF PROPOSED GRANT PROJECT (The grant application contains other opportunities to describe the project in detail; please limit your response here to 50 character max.)
TOTAL ACREAGE OF GRANT PROJECT AREA (e.g., the entire park where project will be located):
ACREAGE TO BE ACQUIRED (if applicable)
NatureWorks ASSISTANCE REQUESTED, IN DOLLARS, NO CENTS (Please see county allocations* for maximum request.)
TOTAL PROJECT COSTS:
SOURCE(S) OF MATCHING FUNDS, INCLUDING OTHER GRANTS & PLEDGED DONATIONS AND/OR MATERIALS.
OHIO SENATE DISTRICT:
OHIO HOUSE DISTRICT:
GPS COORDINATES AT PROJECT PARK ENTRANCE: (example: N40°3.228, W082°34.855)

* NatureWorks allocations by County will be listed on page 34, when available.

CERTIFICATION: As the official designated to represent the local government agency and act for the local government agency for purposes of the NatureWorks grant program, I recommend that assistance be made available from the NatureWorks fund, when monies are available, in accordance with the recommended priority. The local government agency that will be responsible for the proposed project has the ability and intention to finance its share of the costs of this project. The applicant will not discriminate against any person on the basis of race, color, or national origin in the use of any property or facility acquired or developed pursuant to this proposal, and shall comply with the terms and intent of Title VI of the Civil Rights Act of 1964, PL 88-352 (1964), the Ohio Revised Code, Section 153.581 and 153.591, and of the regulations promulgated pursuant to such acts or orders by the Secretary of the Interior (43 CFR 17) or state officials.

TERMS AND CONDITIONS: In submitting this project application, the local government agency hereby accepts the terms and conditions set forth in Section 1557.06 of the O.R.C., which will be a part of the project agreement for any grant awarded under this proposal.

BOX TO INITIAL – By initialing this box the applicant states the items and costs listed are representative of the expected items and costs of the project. The Notarized Resolution of Authorization also certifies this information.

☐

Directions to project site: *Please provide brief directions to the project site from a numbered interstate exit or municipality that is shown on the State of Ohio Transportation Map.*

_____

_____

_____

_____

FORM No. 2: RESOLUTION OF AUTHORIZATION

The applicant must utilize an ordinance or resolution documenting authorization for filing this NatureWorks application. A hand signed certified copy of the ordinance or resolution must be included with the NatureWorks application. *However, if the next meeting of the governing body occurs after the June 1st grant application deadline, the certified Resolution may be submitted to ODNR up to one month after the grant deadline, or by July 1st.* If this situation applies, the applicant must include a brief explanation with their grant application.

Below is an example format for a resolution of authorization to be passed by the governing body of the local government agency. The applicant may use this example format or its own standard format. If applicants are able to obligate the funds required to satisfactorily complete the proposed project within their resolution, they should do so.

WHEREAS, the State of Ohio through the Ohio Department of Natural Resources, administers financial assistance for public recreation purposes, through the State of Ohio NatureWorks grant program and

WHEREAS, the _____ desires financial assistance under the NatureWorks Grant Program,

NOW, THEREFORE, be it resolved by the _____
(name of applicant)

That the _____ approves filing this application for financial assistance.
(name of applicant)

That _____ is hereby authorized and directed to execute
(local coordinator)
and file an application with the Ohio Department of Natural Resources and to provide all information and documentation required to become eligible for possible funding assistance.

That the _____ does agree to obligate the funds required
(name of applicant)
to satisfactorily complete the proposed project and become eligible for reimbursement under the terms of the **NatureWorks Grant Program.**

REQUIRED CERTIFICATE OF RECORDING OFFICER

I, the undersigned, hereby certify, that the foregoing is a true and correct copy of resolution adopted by the _____ held on the ____ day in the month of _____, 20__, and that I am a duly authorized to execute this certificate.

_____ _____
(original signature) (title)

FORM No. 3: NatureWorks QUESTIONNAIRE

This section is a very important element in the evaluation of your application. Priority rating criteria, associated points and importance hierarchies are listed in this section.

Please provide complete answers to scoring criteria questions 1 – 6. Applicants are encouraged to provide any and all information that could be beneficial. This may include statistics, photographs, survey results, master plans, etc. It is better to provide too much information than not enough. For example, if a survey was done, rather than simply so stating, provide a summary of results or copies of the survey report. Use additional space or pages as needed.

Question 1. Purpose and Need: Justification and Explanation

Why is the project needed? What is the existing problem? How will the project solve this problem or address the need? Need should be identified using specific local data and not just a general statement. Discuss local supply and demand - rather than only regional or national information. Community-wide surveys, master plans for specific sites, participation studies, local socio-demographic trends, or other public input will have priority over general statements of need. Photographs and/or other visual aids are encouraged.

Applicant Response to Question 1:

PURPOSE and NEED: JUSTIFICATION and EXPLANATION **Only one score will be selected**	**Points**
In depth explanation and data	25
Moderate explanation and data	20
General explanation and data	12
Explanation without support of data	5
No explanation and no data	0

The following are *suggested* approaches to 'Purpose and Need Justification and Explanation' for common project scenarios. Other approaches may also be used.

- **Acquisition Projects**
  For purposes of conservation: The applicant should discuss and provide documentation of the unique characteristics of the property (i.e. wetlands, flora and fauna, geological features, steams, habitat for rare, threatened, or endangered species, etc.). Are similar public opportunities available in the area?

  For purposes of recreation facility development: The applicant should discuss and provide documentation of the local need for the facility (i.e. playgrounds, game fields, camping, etc.).

- **Game fields/courts (baseball, soccer, etc)**
  Fields for organized teams and leagues: The applicant should discuss and provide documentation on the following:
  - Number of current and projected activity participants,
  - Number, location, condition etc of existing fields,
  - Capacity of existing fields/courts versus documented demand (for example - a log illustrating that access to participation has been denied due to lack of fields/courts, schedules, etc)

  Fields for casual use: The applicant should discuss and provide documentation on the following:
  - The number and location of similar fields/courts in the project area.
  - Condition and level of use of other fields/courts, estimated number of people not being served.

  Rehabilitation or replacement of fields/courts: In addition to the above, applicant should discuss and provide documentation on the following:
  - How current field/court conditions have resulted in canceled games, injuries, etc.

- **Niche facilities like skate parks, climbing walls, disc golf courses, BMX tracks, etc**
  Applicant should discuss and provide documentation on the following:
  - Existence, location, or lack of similar facilities in the vicinity
  - Capability of existing facilities in the area to meet demand (i.e. number of people able to use the facility at one time vs. the number of people not served, desirability of features at other park(s)
  - Expectation of use at the proposed niche facility. Demographic group served and expected benefits to community.

- **Playgrounds (new and replacement)**
  Applicants should discuss:
  - Target demographic group(s) (age, etc) for the playground. Approximate number of individuals in group(s).
  - Number, location and condition of other playgrounds that service the same demographic group(s).

- **Pools, Spray Parks, etc. (new and rehabilitation/replacement)**
  New facilities: The applicant should discuss and provide documentation on the following:
  - Existence and location, or lack of similar facilities in the vicinity
  - Unmet satisfaction of local need

  Rehabilitation/replacement: The applicant should discuss and provide documentation on the following:
  - Condition, problems and age of existing facility,
  - Number of people using the pool,
  - Additional maintenance costs due to current condition,
  - Closures, etc.

- **Restrooms (new and rehabilitation/replacement)**
  The applicant should discuss and provide documentation on the approximate number of park users, number, condition and capacity of existing park restrooms, etc.

- **Shelters and Picnic Areas (new and replacement)**
  Shelters: The applicant should discuss and provide documentation on the following:
  - Approximate number of park users
  - Number of existing shelters
  - Approximate current use of existing shelters
  - Similar shelters and picnic areas in the vicinity, etc

  Reserved Shelters: The applicant should discuss and provide documentation on the following:
  - Approximate number of park users
  - Number of existing shelters used for reservations, along with schedules showing that these are heavily scheduled.
  - Similar shelters and picnic areas in the vicinity; etc.

- **Support Facilities (parking, access roads, utilities, pathways, landscaping, restrooms, etc)**
  The applicant should discuss and provide documentation on the following:
  - Safety issues
  - Expected changes in park usage
  - Improvement of park experience, etc.

- **Trails (new and rehabilitation/replacement)**
  Loop Trails (typically within a park, trail loops back to trailhead.) The applicant should discuss and provide documentation on the following:
  - Miles, location, condition, etc of existing similar trails in the area
  - Capacity of existing trails to fulfill demand

  Linear/linking trails (typically link trail systems, communities or features within communities like parks, schools, libraries, business areas, historic sites, etc.) The applicant should discuss and provide documentation on the following:
  - Facilities or communities that will be linked
  - Anticipated number of people that will use the new trail
  - Number of people currently using adjacent trail (if linking to an existing trail)

  Trail Rehabilitation: The applicant should discuss and provide documentation on the following:
  - Existing condition
  - Current usage
  - Safety issues, etc.

2. Documentation of Local Funds:

A Resolution of Authorization whereby the applicant obligates funds for the project is required. Applicants must also describe and provide evidence of local financing and adequate cash flow to complete the project. Evidence of financial capability includes, but is not limited to:

- Approved budgets with a specific line item for the project
- A bank accounts specifically for the project, with verification of available funds
- Park levies
- Documented pledges of donated cash, property, material, equipment time, labor, etc.
- Documented awarded grants
- Other

Applicant Response to Question 2:

Scoring criteria (only one score will be selected)	**Points**
Signed Resolution, plus documentation of funding for entire project: Any or all of the following: Approved bank loan, bank account specific to project, treasurer/auditor's budget with a dedicated line item for the project, identification of a park levy solely for capital improvements within the park, fundraising receipts, signed donation pledges, etc.	10
Signed Resolution plus partially identified funds. This might include any or all of the following: Approved bank loan, bank account specific to project, budget with a dedicated line item from the treasurer/auditor, identification of a park levy solely for capital improvements within the park, signed donation pledges, etc.	7
Signed Resolution only (obligating funds)	3
Signed Resolution only that does not obligate funds.	0
ODNR knowledge of local financial difficulties	(5)

3. Operation and Maintenance

The applicant should provide information and/or evidence that the future operation and maintenance of the proposed grant project (acquisition or development) has been thoroughly considered. Discuss the operation/maintenance budget, operation/maintenance staffing including skills, and plans to address maintenance issues particular to the project, if any. The condition of the site (if facilities are operational), as observed by ODNR staff, **as well as** other parks and/or public outdoor areas that the applicant operates may be considered during scoring.

Applicant Response to Question 3:

Scoring criteria	Points
Acceptable operation and maintenance plan for grant project submitted with application	1-5
No documented operation and maintenance plan	0

4. Accessibility

All projects funded through the NatureWorks program must be accessible to the general population, including those with disabilities. Outdoor recreation facilities vary greatly – from outdoor climbing walls to playgrounds to paved trails. While all parts of an outdoor recreation facility might not be accessible, the following minimum accessibility accommodations are **required,** as applicable:

- **Path to Project:** A barrier-free, reasonably accessible clear path (*i.e. route free of barriers like curbs, timber edges, large rocks, steep slopes, steps, etc*) from parking area (if no parking, other access point) to the funded facility.
- **Accessible Feature:** An accessibility feature whereby disabled persons can gain *some* access to the funded facility (for example, a transfer platform on a play structure or one accessible section of a trail).
- **Interior Spaces and ADA standards**: All applications for proposed restrooms and/or structures with an 'interior' (for example, a nature education center) must utilize a design that is fully accessible per ADA standards.

The applicant should describe or identify how the project meets, or will meet, minimum accessibility requirements (sufficient documentation is required).

Applicant Response to Question 4:

Scoring criteria (all applicable categories will be selected)	**Points**
The applicant has illustrated or described how the project meets minimum accessibility requirements.	2
The project contains additional design elements that accommodate the needs of a special population group (non English speaking, vision or hearing impaired, elderly groups who need provisions for safe accessibility, etc)	2
The project contains additional elements to accommodate the needs of **more than one** special population group (non English speaking, vision or hearing impaired, etc.)	2
The applicant has NOT illustrated or described how the project meets minimum accessibility requirements.	0

5. Planning

Several options must be considered at a conceptual level when planning for a NatureWorks project. Feedback and discussion with stakeholders with different perspectives is also critical to a useful and successful plan.

The applicant should briefly describe the planning process used to come up with the project. Has an overall plan been completed and approved for the site? Were any alternative solutions considered? (For example: a different location on the site, a different design for the facility, a different project, etc.) If so, why was the submitted project determined to be the best solution to satisfy the need or solve the problem? If a planning process occurred, documentation of that process is required.

Applicant Response to Question 5:

Scoring criteria (all applicable categories will be selected)	**Points**
There is an approved plan for the site and the project is a component of that plan.	5
Evidence is presented that alternatives were considered during project conceptualization.	3
No documented planning efforts	0

6. Public Participation

Public/citizen participation at the local level must be a part of project planning. This can be accomplished via public meetings for the project, review by special interest groups, advisory councils, special boards, public notices, news releases, completion of a publicly approved parks plan, citizen surveys, agency hosted interactive internet sites, etc. Please describe and provide documentation of the public/citizen participation associated with the project.

Applicant Response to Question 6:

Scoring criteria (a or b will be selected, c may also be selected)	**Points**
a. Project involved extensive public participation prior to submission of application (i.e. special public meetings, surveys, project advisory group, etc.)	10
b. Project involved minimal public participation prior to submission of application (i.e. minutes from a regular council meeting that addressed the project prior to submission, etc.)	5
c. Project endorsed by local organizations or special interest groups	1-3
No documented public participation efforts prior to submission of application	0

Other Scoring Criteria

The following criteria are provided as an FYI. Scoring will be determined for these criteria during application review. There is no need to provide 'answers' for these criteria, however please feel free to attach additional information that could impact the application score (for example, documentation of partnerships, donations, and/or documentation showing the proposed development is a first of its kind opportunity in the area).

Outdoor Recreation

While acquisition and many development projects are eligible under the NatureWorks program, some types of projects have a higher scoring priority than others.

Type of Project (If your application contains multiple components, the most costly component for which grant assistance is requested will be considered.)	**Points**
Replacement or renovation of existing deteriorated recreation facilities	25
Development of new outdoor recreational facilities or acquisition of parkland	20
Development of restrooms	17
Primarily a support facility, but will make facility significantly more functional	10
50% of more of the project is a support facility or buffer land	5
Project is a support facility for future recreation	0

Reasonable Project Costs

The NatureWorks grant program is intended to reimburse reasonable costs of acquisition and development. In the case of acquisition, the approved appraised value is the basis for reimbursement. In the case of development, the grant program does not reimburse for features included due to the location of the project (for example: historic districts) or that are deemed to be excessively high.

Scoring Criteria	**Points**
Costs are in line with similar projects	5
Costs appear excessively high or unrealistically low	0

Partnerships

Applicants who have received (within the last two calendar years of application deadline), or will receive, donations of tangible value from private entities *for purposes of this project* will receive additional points. Signed documentation (e.g. signed intent to donate letter from donor(s) or proof of donation) is required.

Scoring Criteria	**Points**
Project partnership(s). Contribution(s) must be of tangible value	0-5

Site Suitability

The project site must be suitable for the proposed development.

Scoring Criteria	**Points**
Site is well suited for project	5
Site is acceptable for project, however there are one or more minor concerns	1-3
Site is NOT suited for project	Deduct 25

Completeness of Application

Applications should be complete by the application deadline. A complete application includes all signed forms, clearly labeled maps, and all other requested application components. (Form #2 may be submitted up until June 1st.)

Scoring Criteria	**Points**
Application is complete upon receipt by ODNR with postmark date on or before June1st	5
Application is nearly complete upon receipt by ODNR with postmark date on or before June 1st	1-3
Application is missing major components upon receipt by ODNR with postmark date on or before June 1st	Deduct 5

Unique Recreational Opportunity

Scoring Criteria (all applicable criteria will be selected)	**Points**
Preservation or buffer land for a unique site	4
First of a kind opportunity for the service area	2

Additional Considerations

Compatible with Private Recreation

Projects should not compete with local private for-profit recreation enterprises of the same type.

Scoring Criteria	**Points**
Project is not compatible with private sector and will significantly compete with existing private sector business.	Deduct 10

Previous ODNR grants and the applicant's grant performance history, if applicable.

Scoring Criteria (all applicable criteria will be selected)	**Points**
Potential first time NatureWorks grant recipient	8
One previous NatureWorks grant	5
Two previous NatureWorks grants	2
Three or more previous NatureWorks grants	0
Past LWCF grants: None (5), One (3), Two (1), Three or more (0)	0-5
Extension of time granted on a previous LWCF or NatureWorks grant (one time deduction)	Deduct 5 per six month extension

Other application considerations:

Scoring Criteria	**Points**
Applicant's only NatureWorks application or first priority NatureWorks application	25
Other than first priority application	0
Lack of veracity in grant application	(1-10)
The applicant's specific project has already received 50% or more of requested funding in a prior year through LWCF or NatureWorks.	Deduct 25

Attachments

The following attachments (1-5) are required with your application:

1. Evidence of Ownership

For the land parcel(s) being developed or acquired with this application, provide a copy of the deed(s) and/or property ownership information from your county auditor. If the applicant leases the property, a copy of the non-revocable lease is required (minimum 15-year term, through 2032). Property leased from a school district is not eligible for NatureWorks funding.

2. Boundary Map

A Project BOUNDARY MAP is required. This map should be an accurate map of the property described in the deed or lease, typically a tax map or survey.

The Boundary Map must:

- ☒ Be to scale and/or have dimensions for each boundary line.
- ☒ Show all boundaries, adjacent streets, prominent landmarks, etc.
- ☒ Indicate North.
- ☒ Indicate the political subdivision location, project title, project sponsor and project site acreage on the map.
- ☒ Show an outline around any area(s) of the project site intended for, or currently in, non-recreational use (municipal water towers, cell towers, fire stations, etc.). Label such areas as excluded. Upon approval by ODNR, excluded areas will be omitted from the grant project boundary area that must remain in public outdoor recreational use during the COMPLIANCE period.

The following signed project sponsor's statement must be added to the project Boundary Map:

As an official designee of the sponsor, I certify that the sponsor understands that the property identified on this Boundary Map cannot be converted from public outdoor recreation during the COMPLIANCE period without the written approval of the Director of the Ohio Department of Natural Resources.

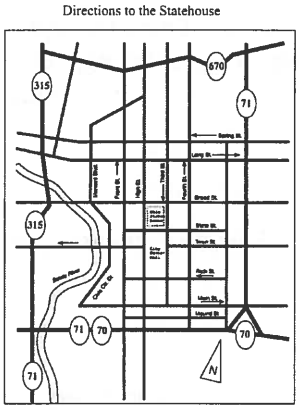
Local Coordinator – Printed Name	Local Coordinator - Original Signature	Date

3. Site Vicinity/Location Map

Please submit a highway, street, county or other map(s) that will **clearly** locate your project in relation to nearby streets, highways, towns and other landmarks. Include the name of the applicant, project title and county on the map. Indicate north on map. Maps from online mapping sites are acceptable.

Example: Vicinity Map

Example: Site Location Map



4. Existing Use Map

Please submit a map or, if easier, copy of an aerial photo (can be downloaded from the web) showing all existing development within the entire Boundary Map area. Please be sure to label existing facilities and indicate property lines.

5. Proposed Plan for Site

Please submit a site plan showing all proposed development that will be a part of the grant project. If additional improvements are planned, **but are not proposed as a part of this grant project**, please indicate as FUTURE on the plan. Please be sure to label existing facilities and show the property lines. Maps may be carefully hand drawn, but should be at least approximately to an identified scale.

FORMS Nos. 4A, 4B, & 4C

COST ANALYSIS SCHEDULES AND PROJECT COST SUMMARY

NatureWorks grants may cover costs applicable to acquisition, design and engineering, direct labor, construction contracts, special service contracts, phase one archaeological surveys, equipment rental and materials purchased for the project.

FORM No. 4A: ACQUISITION COST ANALYSIS SCHEDULE

Instructions: List the property to be acquired by parcel number. Costs of appraisals incurred by the project sponsor that are **required and approved by ODNR** are eligible for cost-share through NatureWorks.

PROJECT TITLE_____DATE_____

APPLICANT_____

Parcel Number	Acreage	Estimated FMV of Parcel	Estimated Value of Existing Non Recreation Property Improvements (if applicable)*	Estimated Appraisal Cost	Estimated Relocation Costs	Total Estimated Grant Eligible Purchase Price
		$	Deduct: $	$	$	= $
		$	Deduct: $	$	$	= $
		$	Deduct: $	$	$	= $
		$	Deduct: $	$	$	= $
		$	Deduct: $	$	$	= $
		$	Deduct: $	$	$	= $
		$	Deduct: $	$	$	= $
TOTALS:						$

* For example: A house on the property that will not have an outdoor recreational use

Additional Costs:

Required Project Acknowledgement Sign $ _____

Other (describe) _____ $ _____

Grand Total of all Proposed Acquisition Costs $ _____

FORM No. 4B: DEVELOPMENT COST ESTIMATE

Instructions: In the item column, give a brief description of each item to be developed. In the quantity column, show the number of each item. In the units column, lists units such as square feet, cubic yards, tons, lump sum, linear feet, etc. In the unit price column, list the cost per unit. The total cost of each item goes in the far right column. If the project will be built by general contractor(s), lump sum costs can be listed instead of a detailed breakdown.

A detailed project cost estimate may also be submitted in another format.

ITEM	QUANTITY	UNIT	UNIT PRICE	PURCHASE OR DONATION	TOTAL VALUE OR COST
Required Project Sign*					
				TOTAL $	

Box A

*If purchased from ODNR: $98 each

Box A must equal Box B on page 25.

FORM No. 4C: PROJECT COST SUMMARY

Eligible Cost	Sponsor Share in Cash	Sponsor Share In-Kind* Work	Sponsor Share Donations	Sponsor Share Other Grant(s)	NatureWorks Grant Amount	Total Cost
Acquisition						
Design & Engineering (maximum 15%)						
Labor (Force Account*)						
Special Service Contracts						
Rental of Equipment						
Construction Contracts						
Purchase of Materials						
Other:_____						
TOTAL COSTS						

Box B
Box B must equal
Box A on page 24.

*Force Account Labor:
Project labor cost by an employee for which the project sponsor plans to seek 75% reimbursement.

*In Kind Work:
Project labor cost by an employee for which the project sponsor plans to request credit toward the 25% match.

FORM No. 5: INTER-AGENCY AGREEMENT

If two or more local public or private agencies are cooperating for purposes of funding or operating the grant project, such an agreement is considered an inter-agency agreement.
A lease for the property on which the grant project will be developed is also considered an inter-agency agreement.

OPTION ONE: INTER-AGENCY AGREEMENTS EXIST

If an inter-agency agreement exists, or is in process, a copy of the agreement(s), or draft agreement(s), must be submitted with the application. Describe in detail any division of responsibility that may exist, or be planned, for completing the acquisition, development, and/or operation and maintenance of the project.

OPTION TWO: INTER-AGENCY AGREEMENTS DO NOT EXIST

If an inter-agency agreements do not exist and are not anticipated, complete and sign the statement below and submit this form with the application.

Applicant_____

THIS APPLICATION FOR _____
(PROJECT TITLE)

IS NOT SUBJECT TO ANY INTER-AGENCY AGREEMENTS.

_____ _____
Local Coordinator – Printed Name Local Coordinator - Original Signature

_____
Date

FORM No. 6

CIVIL RIGHTS COMPLIANCE
STATE OF OHIO
U.S. DEPARTMENT OF THE INTERIOR

As the authorized representative of the applicant, I certify that the applicant agrees that, as a condition to receiving any state assistance it will comply with all federal laws relating to nondiscrimination. These laws include but are not limited to: (a) Title VI of Civil Rights Act of 1964 (42 U.S.C. 200d-1) which prohibits discrimination on the basis of race, color, or national origin; (b) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794) which prohibits discrimination on the basis of handicap; (c) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101 et seq.), which prohibits discrimination on the basis of age; and applicable regulatory requirements to the end that no person in the United States shall, on the grounds of race, color, national origin, handicap, military status, or age, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity conducted by the applicant. THE APPLICANT HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

THIS ASSURANCE shall apply to all aspects of the applicant's operations including those parts that have not received or benefited from state financial assistance.

If any real property or structure thereon is provided or improved with the aid of financial assistance extended to the Applicant by the Department, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is so provided, this assurance shall obligate the Applicant for the period during which it retains ownership or possession of the property. In all other cases, this assurance shall obligate the Applicant for the period during which the financial assistance is extended to it by the Department.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all grants, loans, contracts, property, discounts, or other financial assistance extended after the date hereof to the Applicant by the Department, including installment payments after such date on account of applicants for financial assistance which was approved before such date.

The Applicant recognizes and agrees that such financial assistance will be extended in reliance on the representations and agreements made in this assurance, and that the State shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Applicant, its successors, transferees, assignees, and sub recipients and the person whose signature appears below who is authorized to sign this assurance on behalf of the Applicant.

_____ _____

Local Coordinator – Printed Name Local Coordinator - Original Signature

_____

Date

FORM No. 7 ACKNOWLEDGEMENT OF COMPLIANCE

Upon ODNR selection of this application as a NatureWorks assisted project, the applicant agrees to the following compliance period requirements of the State of Ohio:

1. All new and/or replacement utility lines within the project boundaries will be placed underground.

2. The NatureWorks project area must be operated and maintained solely for outdoor public recreation or outdoor natural resource interpretive purposes. The area cannot be converted in use or title without prior approval by the Director of the Ohio Department of Natural Resources.

3. A project acknowledgement sign will be placed at the site as required by the NatureWorks grant program.

4. The area will be open to the general public. Differences in admission and other fees may be maintained on the basis of residence. However, these differences must be reasonable and discrimination on this basis is prohibited.

5. Considerations for the accessibility of disabled persons must be incorporated in the planning stage of any improvement on the site, regardless of whether not that improvement is grant-assisted. Applicants must adhere to the latest accessibility guidelines under the Americans and Disabilities Act (ADA) and Architectural Barriers Act (ABA). Any development funded must adhere to these guidelines. See http://www.access-board.gov/.

_____ _____

Local Coordinator – Printed Name Local Coordinator - Original Signature

_____

Date

FORM No. 8: NatureWorks SIGN AND LOGO

Upon acceptance of this application as an assisted project, the applicant agrees to the following requirements of the State of Ohio:

☒ An acknowledgement signs recognizing NatureWorks assistance is required at an assisted site(s).

- Development projects: A sign must be installed at the main entrance to the park or at the site of the development.
- Acquisition projects: A sign must be installed at the main entrance to the park.

Temporary Signing – Temporary signs are required for all development projects with a total cost of $500,000 or more.

Temporary Signing Standards – Unless precluded by local sign ordinances, temporary signs shall be no less than 2 ft. by 3 ft. The size of lettering should be based on the amount of information placed on the sign. The selection of colors is at the sponsor's discretion; however, there should be sufficient contrast between the background and the lettering to make the sign readily visible without being intrusive. The sign should include the source, percent and dollar amount of all Federal, State, and/or local funds. Indicate on the second line whether the project is acquisition or development. The Ohio Department of Natural Resources must be acknowledged as a partner on all NatureWorks projects.

NatureWorks Permanent Sign Requirements – NatureWorks signs must not be smaller than 9 X 12 inches. Color combinations for NatureWorks signs should be the following: cardinal – red, cardinal's beak – yellow, buckeyes – brown, buckeye leaves – green. The black area shown in the insignia should be black on the sign. Lettering color and method of sign construction may be determined by the recipient; however, signs must be permanent.

Use of LOGO – The logo shown below can be used at entrances to outdoor recreation sites, at other appropriate on-site locations, and in folders and park literature. The logo format may not be altered.

natureWORKS
Ohio's Natural Investment

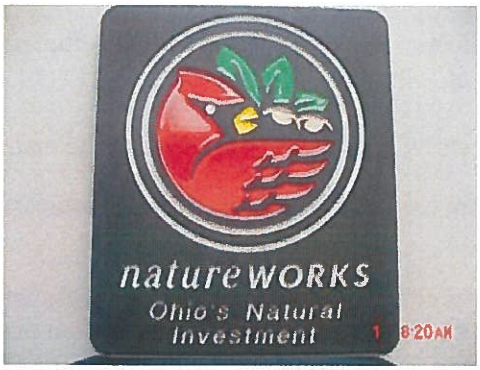
_____ _____

Local Coordinator – Printed Name Local Coordinator - Original Signature

Date _____

NatureWorks Sign Information

Project sponsors are NOT required to purchase signs from ODNR.
However, for the convenience of project sponsors, ODNR sells NatureWorks signs.



RECYCLED black and white plastic materials
Vertical dimension: 15.5 inches
Horizontal dimension: 13.5 inches
Sign thickness: ¾ inch

Price: $98, postage is included

To request a NatureWorks sign from ODNR, (or to request NatureWorks logo artwork for locally manufactured signs), email Mary Fitch at mary.fitch@dnr.state.oh.us.

Please include your name, address, number of signs requested, and NatureWorks project number. Upon receipt of your request, a NatureWorks sign(s) and invoice will be mailed to you, payable upon receipt.

One sign only, per grant project site, is recommended.

FORM No. 9: ENVIRONMENTAL REVIEW

Project: _____

ENVIRONMENTAL CHECKLIST		
All applicants must contact the appropriate government agency when there is an environmental RED FLAG issue. Please provide a copy of such correspondence with your application.	**YES** (This is a RED FLAG issue)	**NO**
Does the project involve development (ground disturbance) within 1000 feet of a National and/or State Scenic River? If Yes, contact the ODNR Division of Watercraft, Scenic Rivers Section @ bob.gable@dnr.state.oh.us		
Does the project scope involve in-water work in a stream/river, reservoir or lake; or in a drainage ditch with a hydrological connection to a stream/river, reservoir or lake? If YES you may need a U.S. Army Corps of Engineers (USACE) permit. There are four USACE Districts in Ohio. See map @ http://www.lrd.usace.army.mil/About.aspx for the USACE district for your project site, and contact the USACE district representative.		
Does the project scope involve in-water deposit of dredged or fill material? (A Water Quality Certification may be required.) If YES, contact the Ohio EPA's Water Quality Certification Section @ (614) 644-3020.		
Does the project scope involve development in a floodplain? Please submit a (FEMA) floodplain Firmette map for the location of the project site. Firmettes may be produced online on the FEMA website @ https://msc.fema.gov/webapp/wcs/stores/servlet/FemaWelcomeView?storeId=10001&catalogId=10001&langId=-1 If the project is located within a floodplain, attach a letter or other documentation of compliance from the local Designated Floodplain Administrator (DFPA). See http://soilandwater.ohiodnr.gov/portals/soilwater/pdf/floodplain/Communitylist.pdf for a list of DFPAs. If you are not able to obtain this letter by the application deadline, a please submit a copy of your letter to the DFPA requesting a project review.		
Do hydric soils exist at the location where grant funded development will occur? A soils map and hydric soil report for your site can be made online @ **http://websoilsurvey.nrcs.usda.gov/app/** Submit the map and report with your application. OR Contact your county's National Resource Conservation Service (NRCS) office to determine if the project site contains hydric soils. http://www.nrcs.usda.gov/wps/portal/nrcs/site/oh/home/ Submit NRCS site report and/or correspondence with your application.		

All applicants must contact the appropriate government agency when there is an environmental **RED FLAG** issue. Please provide a copy of such correspondence with your application.	**YES** (This is a **RED FLAG** issue)	**NO**
Does the project scope involve development on submerged land in Lake Erie or Sandusky Bay? (A Submerged Land Lease may be required.) If YES, contact the ODNR - Office of Coastal Management at (419) 626-7980. Information regarding submerged land leases can be found @ http://coastal.ohiodnr.gov/		
Does the project scope involve development in or impact to a jurisdictional wetland? Under Section 404 of the Clean Water Act a **jurisdictional** wetland has a hydrological connection to a Water of the United States (river, stream, lake, reservoir or flowing ditch). If YES, please contact the following agencies to coordinate permitting requirements (the project may be covered under a Nationwide Section 404 Permit): US Army Corps of Engineers (district appropriate for project) See map @ http://www.lrd.usace.army.mil/About.aspx for the USACE district for your project site. Ohio EPA **http://www.epa.ohio.gov/dsw/401/index.aspx** Local Soil and Water Conservation District http://soilandwater.ohiodnr.gov/swcds/find-a-local-swcd		
Does the project scope involve development in, or impact to an isolated wetland? The Ohio EPA regulates wetlands that do not have a hydrological connection to waters of the United States. These are known as Isolated Wetlands. If YES, an Isolated Wetland Permit may be required. The Ohio EPA encourages all potential permit applicants to review their web page for the process at **http://www.epa.ohio.gov/dsw/401/index.aspx**		
Are federally or state threatened or endangered species present and/or is critical habitat present on the project site? If this is a reasonable possibility, contact the ODNR Division of Wildlife and request a Natural Heritage Database report for the project site. Submit the report with your application. http://wildlife.ohiodnr.gov/species-and-habitats/ohio-natural-heritage-database		

Project:_____

Explain all 'yes' and 'to be determined' answers on a separate sheet. In such cases clarify how each resource will or could be adversely impacted; any direct, indirect, and cumulative impacts that may occur; and any additional data that still needs to be determined. Also explain any planned mitigation, if applicable. For purposes of this Environmental Review, the terms *impact* and *effect* generally have a negative or adverse meaning.

Does the proposed NatureWorks project…	**Yes**	**No**	**To be determined**
1. Have significant impacts on properties listed or eligible for listing on the National Register of Historic Places? Attach State Historic Preservation Office comments, if applicable. http://www.ohiohistory.org/state-historic-preservation-office			
2. Have significant impacts on public health or safety?			
3. Have significant impacts on such natural resources and unique geographic characteristics as historic or cultural resources; park, recreation, or refuge lands, wilderness areas; wild or scenic rivers; national natural landmarks; sole or principal drinking water aquifers; prime farmlands; wetlands (E.O. 11990); floodplains (E.O 11988); and other ecologically significant or critical areas?			
4. Have highly controversial environmental effects or involve unresolved conflicts concerning alternative uses of available resources [NEPA section 102(2)(E)]?			
5. Have highly uncertain and potentially significant environmental effects or involve unique or unknown environmental risks?			
6. Establish a precedent for future action or represent a decision in principle about future actions with potentially significant environmental effects?			
7. Have a direct relationship to other actions with individually insignificant, but cumulatively significant, environmental effects?			
8. Have significant impacts on species listed or proposed to be listed on the List of Endangered or Threatened Species, or have significant impacts on designated Critical Habitat for these species?			
9. Violate a federal law, state or local law or requirement imposed for the protection of the environment?			
10. Have a disproportionately high and adverse effect on low income or minority populations (Executive Order 12898)?			
12. Contribute to the introduction, continued existence, or spread of noxious weeds or non-native invasive species known to occur in the area, or actions that may promote the introduction, growth, or expansion of the range of such species (Federal Noxious Weed Control Act and Executive Order 13112)?			

The following individual(s) provided input to the completion of this environmental screening form.
List all reviewers including name, title, agency, field of expertise. Keep all environmental review records and data on this proposal for any possible future review.

1.

2.

3.

Signature: _____Date_____

Applicant Community: _____

Thank You & Good Luck with Your NatureWorks Grant Application