Land & Water Conservation Fund

Grant Writing Tips and Tricks

NORTH Dakota | Parks & Recreation
Be Legendary.”
**Important things to know:**

- Pre-Application was just released October 1-30, 2020.
  - Not Required to Apply – Assessment of Project

- LWCF Application will be released Monday, November 2, 2020.

- Applications are due by Monday, November 30, at 5:00PM.

Project applications on average have a 6 to 9-month lead time from application acceptance to notice to proceed.

https://www.parkrec.nd.gov/business/grants/land-and-water-conservation
The pre-application is a new step in the grant process. It is not necessary to complete the pre-application in order to apply for the grant in the upcoming cycle; however, it is highly recommended. This pre-application is a tool to prepare grantees for the upcoming grant application. NDPRD will review all pre-applications and provide feedback to future applicants to help align expectations about the application and grant management.
There are nine pages to the Land and Water Conservation Fund Application. The questions are mostly related to project, applicant, budget and environmental information.
NEEDED DOCUMENTS

Attachments

The following documentation must be furnished for application.

• Map showing the property boundary and project location overlaid on an aerial photograph (Google Earth)
• City or county plat map showing the exact location including metes and bounds
• Legal description of property boundary
• Copy of resolution or minutes showing sponsor authorization to apply
• Copy of warranty deed showing sponsor ownership of project site
• Site development plan (indicate existing facilities in proximity to project)
• Copy of letter or resolution of fund guarantee by applying agency
• Copy of proposed budget including source(s) of funding
NEEDS: FOLLOW SCORP/LOCAL PLAN

- The SCORP reference clearly supports this project.
- The project is part of a local strategic plan.
- The project attracts outside visitors.
- The project is of its kind in the area.
- The project is a renovation of existing LWCF facility.

PLANNING & ADMINISTRATION

• All required documentation & information is submitted by deadline.

• Urgency of need or loss of significant opportunity is explained.

• Includes partnership with other government agencies or private organizations.

• Will provide barrier free access to a new or existing facility.

• Full funding is available and authorized.

• Sponsor is viable.

• Land donation is included in the project.

• Sponsor has shown continuing and past compliance to LWCF provisions.

• Letters of support from the community or local businesses.
Plan for the future:

- Project applications on average have a 6 to 9-month lead time from application acceptance to notice to proceed.
- When writing the grant, please take some extra time specifying “Scope of Project” to accurately reflect the project.

* LWCF Grant Funding will be awarded in the order they are ranked. Not all projects are funded, and some partial funding may be applied to projects due to limiting funds.
HOW PROJECTS ARE RANKED

Eligible projects are scored and ranked using the Open Project Selection Process (OPSP). Projects selected at the state level are submitted to the NPS for federal review and final approval.

100 Point Ranking System

- Grant Management
- Project Details
- Project Need (SCORP)
HELPFUL READING MATERIAL

Land and Water Conservation Fund Manual

SCORP – You will need to reference this in your application.


LWCF Project Selection:
To be considered for the LWCF, a project must be a recreation priority in its region. Outdoor recreation priorities by region can be found in the North Dakota State-wide Comprehensive Outdoor Recreation Plan (SCORP).
QUESTIONS?

• If you have any questions, please contact the Grants Coordinator by phone at (701) 328-5364.

Thank you!!!