

## Land & Water Conservation Fund Pre-Application

The Land and Water Conservation Fund (LWCF) is a 50/50 matching grant program administered at the state level by the North Dakota Parks and Recreation Department (NDPRD) and funded at the federal level by the U.S. Department of the Interior, National Park Service (NPS). The LWCF provides grants for outdoor recreation projects such as ball fields, pools, campgrounds, playgrounds, and land acquisitions for park development.

The following entities (only political subdivisions of the state of North Dakota with ownership of the project land) are eligible and may apply:

- Cities, Counties, and Townships
- Park Boards and Park Districts
- School Districts
- State Agencies
- Water Management Districts
- Federally-recognized Tribes

\*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.

### General Information

Application Date (mm/dd/yyyy): \_\_\_\_\_

Project Sponsor: \_\_\_\_\_

Project Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Postal Code: \_\_\_\_\_ County: \_\_\_\_\_

Daytime Phone Number: (\_\_\_\_) \_\_\_\_\_ E-mail Address: \_\_\_\_\_

### Project Information

Total Project Cost 100%: \_\_\_\_\_

Local Match 50%: \_\_\_\_\_

Amount Requested 50%: \_\_\_\_\_

\* A minimum total project cost of \$30,000 is required for consideration and project sponsors must have 50% of the total cost available at the time of application. The local share may include tax sources, bond issues, force account, donated labor, equipment, and materials.

**Project Narrative:** (Include location & scope of project, connection to tourism/economic growth)

**List any unique or important significance of this project:**

(Explain the need to develop this project at this time.)

**Describe the project site and any future impact (positive or negative) to the site by the project:**

1. Does the project meet requirements of the American with Disabilities Act and the Architectural Barriers Act?

Yes                       No

Please specify below how:

2. Is your agency Title VI Certified?

Yes                       No

\*If checked no, there will be opportunities available for certification.

3. Is this project part of a local strategic plan for outdoor recreation or has a community survey been conducted that indicates the need for this project?

Yes                       No

If yes, please explain:

4. Is this project a renovation of an existing LWCF facility?

Yes                       No

If yes, please indicate the year funds were awarded for the initial project.

5. Are there other facilities in the immediate area similar to the proposed project?

Yes                       No

If yes, please describe the existing facility:

*Source of Federal Funds*

Will federal funds other than Land & Water Conservation Fund dollars be utilized?  Yes  No

If yes, please list the sources and amounts:

*\*The only federal funds allowed for matching are Recreational Trails Program (RTP) and Community Block Grant Development (CBGD) funds.*

Source	Amount
Total:	

*Source of Local Matching Funds*

Please list the source and amount of all non-federal matching funds for this project:

Source	Amount
Total:	

6. Does the project sponsor have clear title to the project lands through Warranty Deed?

Yes  No

7. Have you been awarded a Land & Water Conservation Fund grant in the past 5 years?

Yes  No

If yes, what were those projects, and have you been compliant with LWCF obligations?

8. Do you anticipate an agreement with another agency, individual or organization for the operation and/or maintenance of this project site?

Yes                       No

If yes, please explain:

9. Would partial funding of the amount of federal funds requested affect the completion of the project?

Yes                       No

*Project Location*

Latitude: \_\_\_\_\_

Longitude: \_\_\_\_\_

Physical Address of Project:

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Postal Code: \_\_\_\_\_ County: \_\_\_\_\_

Township: N \_\_\_\_\_ Range: W \_\_\_\_\_ Section(s): \_\_\_\_\_ Acreage: \_\_\_\_\_

Official Name of Park or Recreation Area: \_\_\_\_\_

Estimated project completion date: \_\_\_\_\_

Is this project an outdoor recreation priority outlined in the Statewide Comprehensive Outdoor Recreation Plan for your region? *Please see website below for more information on SCORP.*

<https://www.parkrec.nd.gov/business/sites/www/files/documents/Grant%20Pictures/SCORP%202018-2022%20General-Low%20Res%20Web.pdf>

Yes                       No

I hereby certify that all the information contained within this application is true, I acknowledge this is not the official application, but all information is true and accurate based on current knowledge.

Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

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

*Attachments*

The following documentation must be furnished for **final** grant 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

*(Grant awards will be based upon proposed total budgets.)*

If you have any questions or would like more information on the Land and Water Conservation Fund, please see the link below.

NDPRD LWCF Webpage - <https://www.parkrec.nd.gov/business/grants/land-and-water-conservation-fund>

LWCF Program Manual - <https://www.parkrec.nd.gov/business/grants/land-and-water-conservation-fund>

State Comprehensive Outdoor Recreation Plan - <https://www.parkrec.nd.gov/business/sites/www/files/documents/Grant%20Pictures/SCORP%202018-2022%20General-Low%20Res%20Web.pdf>

Mail or deliver pre-application to:

North Dakota Parks and Recreation Department  
Attn: Grants Coordinator  
1600 E. Century Ave. Suite 3  
Bismarck, ND 58503-0649  
E-mail: [cbinstock@nd.gov](mailto:cbinstock@nd.gov)

NDPRD Mission: *Enrich generations through experiences that connect people and places.*