U.S. Department of the Interior
National Park Service

Financial Assistance
Notice of Funding Opportunity (NOFO)

P25AS00189

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BASIC INFORMATION

Department of the Interior (DOI), National Park Service (NPS), Land and Water Conservation Fund Program

Outdoor Recreation Legacy Partnership Program (ORLP) Recurring Notice 5 Year

Announcement Type: Initial

Funding Opportunity Number: P25AS00189

Legislative Authority: Land and Water Conservation Fund (LWCF) Act, as amended (P.L. 88-578, codified at 54 U.S.C. 2003 et. seq.); Consolidated Appropriations Act, 2014 (P.L. 113-76) and accompanying Explanatory Statement; The Great American Outdoors Act, P.L. 116-152; Consolidated Appropriations Act, 2023, P.L. 117-328.

Assistance Listing Number: 15.916

Total Anticipated Funding to Award: The next five years of ORLP competitive grants will be based on funds made available by Congress in the current and future fiscal years. Unused funds from prior years, if available and subject to Congressional action, may provide additional funds to the overall available amount.

Anticipated Number of Awards: 25-40 per calendar year

Each project under anticipated agreement will be treated individually, and the applicant must provide additional information throughout award negotiations, including project statements, project plans and budgets as shown in this document. Final projects will be developed cooperatively between the NPS and the non-Federal entity.

Anticipated Amount Per Award: An estimated range of $300,000 to $15,000,000 of funding is anticipated for each award. The amount of funding available per award will be determined as part of the application review process based on applications received and funding made available through appropriations.

Cost Sharing Required? Yes, 50% (1:1) non-federal share required.

Submission Dates and Times: Applications any time before June 1 and November 1 each year. See Figure 2, below.

Estimated Processing Time: 3 months to selection, 15 months to award dependent upon negotiations.

Anticipated Selection Date: Selections for June 1 submissions should be announced by September 1 of the same calendar year. Selections for November 1 submissions should be announced by February 1of the next calendar year. See Figure 2, Below.

Selected projects must submit a full award package for NPS final review within one year of the selection announcement to remain eligible for funding. Awards will be made upon NPS's final review and approval of the full application.

Have Questions? ORLP_Inquires@nps.gov

Executive Summary

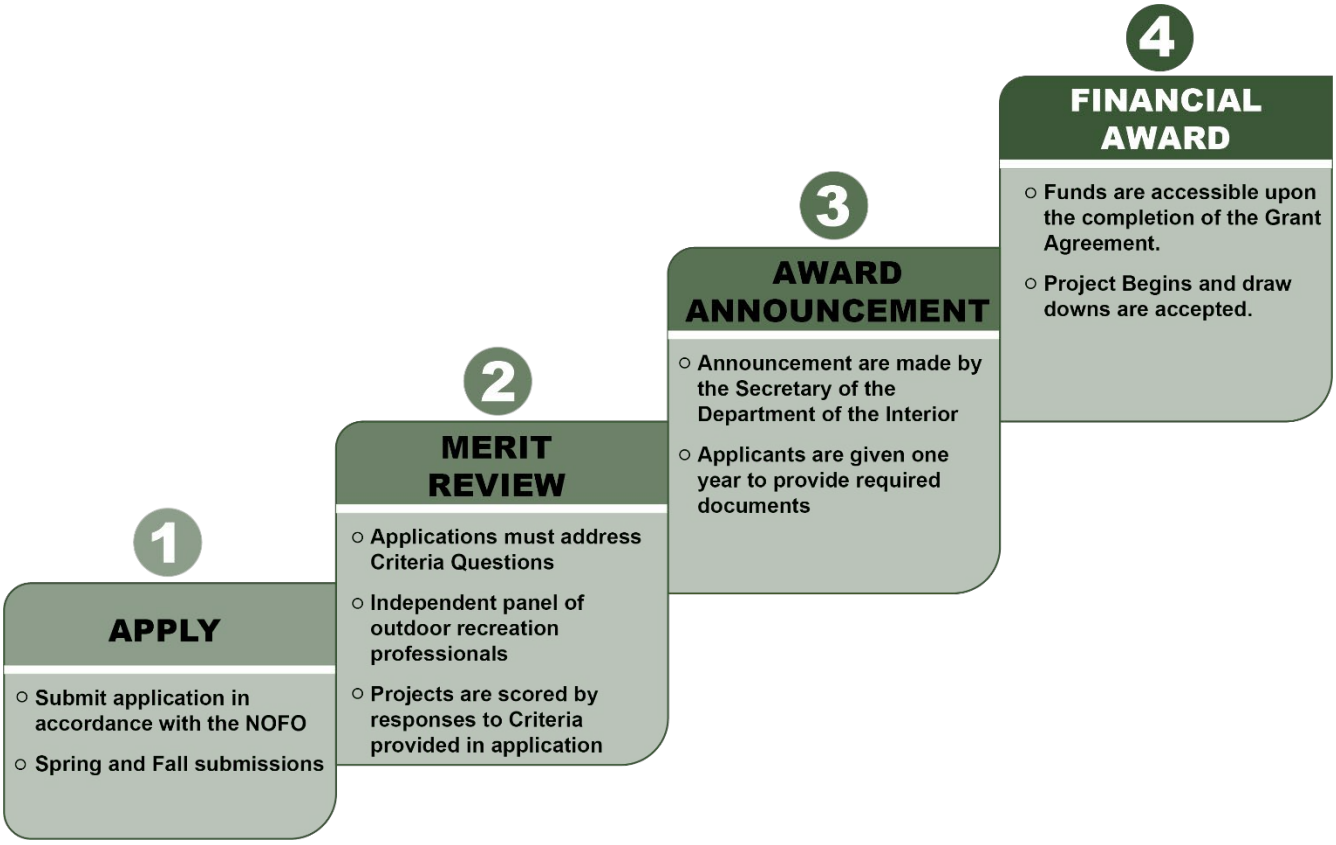
This Notice of Funding Opportunity (NOFO) invites applications for the Outdoor Recreation Legacy Partnership (ORLP) Program, administered by the National Park Service (NPS). The ORLP Program is a competitive grant initiative under the Land and Water Conservation Fund (LWCF) Act, aimed at enhancing parks, recreational opportunities, and conservation areas in urban, underserved communities. It complements the LWCF Stateside and Local Assistance Program formula grants to address the needs of these areas.

The LWCF State and Local Assistance Program works with designated state, commonwealth, and territory agencies to provide grants to subrecipients: community organizations, local governments, federally recognized Tribes, Alaska Native Corporations (ANC), Alaska Native Organizations (ANO), and the Native Hawaiian Communities. These grants fund the acquisition and development of parks and outdoor recreation areas, as well as the renovation of existing facilities. Since ORLP projects are funded by LWCF they follow the same requirements to receive an award.

To qualify for LWCF funds, each state must maintain an approved Statewide Comprehensive Outdoor Recreation Plan (SCORP), which evaluates the supply and demand for outdoor recreation resources and sets funding priorities. Since ORLP projects are funded by LWCF, they must also align with their state's SCORP. Funding for the ORLP Program does not impact a state or territory's LWCF State and Local Assistance Program formula grant apportionment.

As per the LWCF Act, a 1:1 or 50% minimum non-Federal share is required for ORLP award eligibility. Funds or in-kind contributions, such as land or services acquired with most other Federal funds, are not eligible for matching. Exceptions exist, however, for funds authorized by their enabling legislation to be treated as non-federal match. Common options include HUD's Community Development Block Grants and Federal Highway Administration's Recreation Trails Program.

Figure 1. Steps to Secure Funding for the Outdoor Recreation Legacy Partnership:



ELIGIBILITY

Eligible Applicants

☒ State governments

Eligible applicants are the State Lead Agency in each of the 50 states as well as American Samoa, the District of Columbia, Guam, Northern Mariana Islands, Puerto Rico, and the Virgin Islands.

Additional Information on Eligible Applicants

In accordance with 54 U.S.C. 200305(a), each state has a State Lead Agency designated by the state's Governor or by state legislation for the purposes of implementing LWCF in that state. Therefore, **only State Lead Agencies are eligible to submit applications for ORLP grants**. The State Lead Agency may submit on behalf of themselves or an eligible sub-recipient.

Eligible sub-recipients include:

- state agencies
- federally recognized Indian tribes
- Alaska Native Corporations (ANC)
- Alaska Native Organizations (ANO)
- Native Hawaiian Communities
- local units of governments and special purpose districts (must be an entity created by a legislative authority with a stated mission that includes acquiring, developing, owning and managing recreation areas and be able to demonstrate it can meet the perpetual protection requirement of the LWCF program)

Sub-contractors to State, Territorial Governments, or their sub-recipients are eligible to complete work under 2 CFR 200.331.

Cost Sharing Requirement

In accordance with the LWCF Act (54 U.S.C. 200305(c)), to be eligible for an award under this NOFO, entities must provide a non-Federal cost share of 50%, meaning a 1:1 ratio. This means the non-Federal entity must cover at least half of the total project cost with non-Federal funding, as shown in the application.

The acceptable non-Federal contributions include land donation or bargain sale, cash, in-kind contributions, or volunteer services, in line with 2 C.F.R. § 200.306. The contributions must be noted in the Budget Narrative submitted by the applicant.

Criteria for evaluating applications will consider any voluntary cost share contributions that exceed the minimum 50% requirement.

GET READY TO APPLY

Required System Registrations

Unique Entity Identifier and SAM.gov Registration

Before applying, all applicants except individuals applying as a natural person must be registered in SAM.gov. During the SAM.gov registration the entity will obtain their Unique Entity Identifier (UEI).

The SAM.gov registration process can take several months. If your organization is not already registered in SAM.gov, begin the registration process as soon as possible.

To register in SAM.gov, go to the SAM.gov website and use the available resources to complete registration.

- Financial assistance registrants must review and certify compliance with the SAM.gov "Financial Assistance General Representations and Certifications".
- Already registered? You already have a Unique Entity ID. Before applying, check that your "Financial Assistance General Representations and Certifications" on SAM.gov is

complete. Remember to renew your registration every year to keep it active while you have an award or application in progress. You can update your registration whenever you need, including during renewal.

- Need help? Find additional information and contact information on the SAM.gov Help page.

GRANTS.GOV

This program only accepts applications through Grants.gov so once you receive your UEI return to Grants.gov to register with Grants.gov. Please allow for 30 days to register and set up a Workspace in Grants.gov. See Submission Instructions section below for additional details.

PROGRAM OVERVIEW

Program Goals

The objective of the ORLP Program is to improve parks, recreational opportunities, and conservation areas in urban underserved communities, consistent with the requirements of the LWCF Act.

To meet this objective a proposed project must be:

- located within a community having a population of 25,000 or more in the 2020 Census (link to the United States Census Bureau's maps and tools: Data), and
- located within a community that is determined to be underserved, see Merit Review Criteria below for how to document community eligibility.

The goals of the ORLP Program are as follows:

1. ORLP projects should be developed in collaboration with the communities they serve. This ensures that planning and land development decisions do not place unfair burdens on underserved groups.
2. ORLP projects aim to support public-private partnerships to leverage project support. In many instances the most successful outdoor recreation projects include cooperation and partnerships among governments, property owners, developers, financial institutions, and the public to secure equitable results.
3. ORLP projects empower communities through local public greenspace investment, fostering resilience and sustainable landscape development. They aim to restore ecosystems, protect biodiversity, and provide recreational and economic benefits. These initiatives also enhance public health in underserved areas through active living, land conservation, water resource protection, cultural preservation, native landscape restoration, and disaster mitigation.
4. ORLP projects should promote, protect, and incorporate the distinctive character of a community and its unique contexts. Geography, natural features, climate, culture, historical resources, and ecology each contribute to the distinctive character of a community's sense of place, comfort, and belonging.

Program Description

The LWCF State and Local Assistance program provides grants to State and Territorial governments. They, in turn, support local units of government, federally recognized Indian tribes, Alaska Native Corporations (ANC), Alaska Native Organizations (ANO), and the Native Hawaiian Communities with outdoor recreation project support. These projects must provide public outdoor recreation opportunities through:

- the acquisition of lands and waters for parks and other outdoor recreation, and/or
- through the development of new outdoor recreation facilities, or the renovation of existing facilitites.

The LWCF State and Local Assistance program is operated by the NPS in partnership with the designated State Lead LWCF Agency in each of the 50 states as well as American Samoa, the District of Columbia, Guam, Northern Mariana Islands, Puerto Rico, and the Virgin Islands.

Congress allocates money from the LWCF for this program which is then apportioned to the states. To be eligible for LCWF funds, the Act requires that each state maintain an approved Statewide Comprehensive Outdoor Recreation Plan (SCORP) to assess the supply and demand for outdoor recreation resources in the state and set priorities for the use of LWCF funds.

In 2014, in coordination with Congress, the Secretary of the Interior, State Lead Agencies, and interest groups, the NPS created the Outdoor Recreation Legacy Partnership (ORLP) Program, a competitive grant program administered under the authority of the LWCF Act as a complement to the LWCF formula grant program.

Eligible Project Types

Acquisition of lands, wetlands, and waters for public outdoor recreation, including new areas or additions to existing parks, forests, wildlife management areas, beaches, and other similar areas dedicated to public outdoor recreation, as well as physical connections among them (e.g., trails, waterways, land between recreation areas, wildlife habitat corridors) may be eligible for assistance.

Development should encompass essential public outdoor recreation activities and the necessary support facilities for public use. Projects could involve a combination of land acquisition and site development. These projects can cater to a diverse range of public outdoor recreation activities and facilities required to enhance the use and enjoyment for the public. These include, and are not limited to:

- Community Parks
- Campgrounds
- Playgrounds
- Sport fields and Courts
- Picnic Areas and Open-air Pavilions
- Trails and Tracks for Hiking, Walking, Skating, or Biking
- Water based Recreation Facilities for Swimming or Boating
- Fishing and Hunting Facilities

- Pools and Splash Pads
- Publicly Accessible Nature Preserves or Conservation Areas
- Community Gardens
- Spectator Facilities such as Amphitheaters or Bandstands
- Renovations of Existing Facilities
- Interpretive Signage

To qualify for LWCF funds, each state must maintain an approved Statewide Comprehensive Outdoor Recreation Plan (SCORP), which evaluates the supply and demand for outdoor recreation resources and sets funding priorities. Since ORLP projects are funded by LWCF, they must also align with their state's SCORP.

Ineligible Project Types

While facilities that support the use of the recreating public, such as restrooms, visitor contact infrastructure, and maintenance facilities can be eligible, most indoor recreation and other buildings, such as nature centers, community centers, or education centers are ineligible for funding.

Additional Funding Restrictions

LWCF ORLP grants may only be used for costs needed to support the acquisition and/or development of lands and facilities that will provide outdoor recreation opportunities to the public. LWCF/ORLP funds may not be used for:

- Acquisition support costs such as appraisals or title work.
- Facilities that support semi-professional or professional athletics such as baseball stadiums or soccer arenas.
- Indoor facilities such as recreation centers or facilities that support primarily non-outdoor purposes like dining facilities or overnight accommodation (such as a lodge or hotel), or
- Acquisition of lands, or interests in lands, that completely restrict access to specific persons (e.g., non-residents of a community).
- The ORLP Grant Program places a total budget (federal plus matching share) limitation of 25% on project costs not directly attributable to physical development/rehabilitation, supplies, equipment, or cost of land.
    - The 25% cap includes, and is not limited to, the overall management of activities directly related to finance (accounting, auditing, budgeting, contracting), and general grant administration costs (wages for grant administration, personnel, property management, etc.).
- Per 54 U.S.C. 200305(f)(1), projects applying for LWCF ORLP grants must only include Congressionally designated Federal sources in their budgets. Other Federal sources, such as LWCF formula funds, are not permitted, even if all program cost share requirements are met. Projects including other federal funds within the proposed budget, unless they are serving as authorized cost share, will be eliminated from the competition without consideration.

In Perpetuity Requirement

The LWCF Act requires that any park or other outdoor recreation area benefitting from assistance from the LWCF, whether for acquisition or development purposes, and regardless of the amount or extent of assistance, not be converted to any use other than public outdoor recreation (see 54 U.S.C. 200305(f)(3)).

Therefore, as a condition of the grant, the NPS requires that language be recorded against the deed of the assisted park/recreation property advising that the property was acquired and/or developed with Federal funds from the LWCF and that the property must be preserved for outdoor recreation uses in perpetuity and cannot be converted to any use other than public outdoor recreation use without the written approval of the Secretary of the Interior. This approval is contingent upon the project sponsor replacing the area to be converted with a new recreation area involving land of at least equal fair market value and reasonably equivalent recreational utility, and the conversion and its replacement found consistent with the state's SCORP.

The perpetuity requirement will be applied to the ORLP assisted park or other recreation area per the requirements of the LWCF Act.

Legislative Authority

- Land and Water Conservation Fund (LWCF) Act, as amended (P.L. 88-578, codified at 54 U.S.C. 2003 et. seq.)
- Consolidated Appropriations Act, 2014 (P.L. 113-76) and accompanying Explanatory Statement
- The Great American Outdoors Act, P.L. 116-152
- Consolidated Appropriations Act, 2023, P.L. 117-328.

Federal Regulations:

- 2 C.F.R. § 200
- 2 C.F.R. § 1402
- 36 CFR 59

Type of Award

Grant Agreement - A legal instrument of financial assistance between The National Park Service and a non-Federal entity that is consistent with 31 U.S.C. § 6304:

An executive agency shall use a grant agreement as the legal instrument reflecting a relationship between the United States Government and a State, a local government, or other recipient when-

(1) the principal purpose of the relationship is to transfer a thing of value to the State or local government or other recipient to carry out a public purpose of support or stimulation authorized by a law of the United States instead of acquiring (by purchase, lease, or barter) property or services for the direct benefit or use of the United States Government; and

(2) substantial involvement is not expected between the executive agency and the State, local government, or other recipient when carrying out the activity contemplated in the agreement.

Other Information: Applications for renewal or supplementation of existing projects are eligible to compete with applications for new Federal awards.

Buy America Preferences for Infrastructure Projects

This program has Federal funding for infrastructure projects. Buy America preferences apply to Federal awards for infrastructure projects in the United States. Reference 2 CFR Part 184 - Buy America Preferences for Infrastructure Project for further guidance. LWCF will work directly with the state on any project concerns, during the award development phase, related to Buy America Preferences to ensure compliance.

PREPARE YOUR APPLICATION

Application Contents and Format

Pre-Application Requirements

It's highly recommended to consult with the LWCF State Liaison Officer while preparing an application. This will help ensure that the project aligns with the objectives and goals of both the ORLP Program and the states SCORP.

Application Documents

Applicants must submit the following documentation with their application, as specified below.

A. Project Narrative
B. Detailed Budget Narrative

Recommended Detailed Budget.xlsx

C. Other Required Documents
D. Optional Documents

A. Project Narrative

The project narrative specifically addresses each of the Merit Review Criteria (see Merit Review Criteria below). The project narrative must be no longer than 10 pages, no smaller than font size 11, and have 1-inch margins. The 10-page limit includes all text and figures. Only information that is pertinent should be included.

The Project Narrative consists of the following three sections, each detailed below:

Section 1: Project Data Page

- Indicate June 1 or November 1 submission date of year applying
- State name and contact information
- Sub-recipient name and contact information
- Project Title
- Name of Park/Property
- Name of Property Title Holder
- Project Property Address/Location
- Acreage of the project site and proposed boundary
- Population of community served
- Documentation of project community's underserved status
- Description of Project Type: For instance, is the project solely a land acquisition, a new development, a renovation, etc.
- Brief statement/description of the project and its proposed impact and improvements (250-words or less.)

Section 2: Project Overview

- Pre-Condition Description
  - Describe and quantify the types of resources and features of or on the property these could include existing forest, grassland, or water courses. Descriptions of existing resources may include descriptions of existing hardscape features or recreation infrastructure. (e.g., 50 acres of forested area, 2,000 feet of waterfront, scenic views, unique or special features, recreation amenities, historic/cultural resources)
  - Describe the current uses (if any) or disposition of the property to be acquired or developed, if uses will need to be discontinued, or the site rehabilitated. If there are any existing non-outdoor recreation or other non-public uses that will remain on the property on an interim or permanent basis and/or proposed in the future, these should be explained.
  - Describe constraints of the property (e.g., existing development; hazardous materials/contamination history; and restrictions such as institutional controls, easements, rights-of-way, reversionary interests, above ground/underground utilities; etc.).
- Acquisition and Development Descriptions:
  - Describe the property (including the current ownership) and an explanation of the need for its acquisition.
  - State whether the acquisition would create a new public park/recreation area or if it will expand an existing site, and if so, by how much.
  - Describe the potential conservation value of the land (habitat, natural resources, potential for expanding wildlife and wildlife corridors).
  - Describe the status of any acquisition, including negotiations with the landowner and development of due diligence materials such as title work and appraisal. Check with the State to ensure use of the Uniform Appraisal Standards for Federal Land Acquisition (aka yellow book) estimate of fair market value. Explain the basis for the value estimate if an appraisal has not yet been performed.

- Describe the planned physical improvements and/or facilities, and the reason(s) such development is needed. Explain whether the work involves new development or rehabilitation or replacement of existing recreation facilities, and any impacts the development will have on the natural landscape.
- Describe plans for future facility upkeep and maintenance and management.
- Describe the activation and support of the site through existing or potential community partnerships (e.g., Master Gardeners, Local Land Trusts, USFS Urban Connections Program, Local Conservancies, Forestry Programs).
- Describe the timeframe for the start and completion of development and when it will be open for public use.

Section 3: Responses to Merit Review Criteria

- Provide clear and concise answers to the questions required by the Merit Review Criteria, see below. This is how your project is evaluated during the Merit Review process.

B. Budget Narrative

Applicants must describe and justify items and costs listed in their budget. The budget narrative must identify the following cost items: total estimated costs, non-Federal cost share, third-party contributions, and any pre-award costs. Total project cost is the sum of all allowable costs, including required and voluntary cost share and third-party contributions. The budget should reflect only the costs related to work or acquisitions to be completed under an ORLP grant if selected. A separate total budget for the entire project (including work beyond what would be funded under the grant) may also be provided. It's important to note that the ORLP-funded portion of the project must result in a viable recreation opportunity that is not dependent on other funding, even within the scope of a larger planned project.

Budget items must be**:**

- Reasonable, allowable, allocable, and necessary
- Compliant with 2 CFR §200 Subpart E cost principles
- Include the components listed above in Application Documents matrix.

The project budget shall include detailed information on all cost categories and must clearly identify all project costs. Unit costs shall be provided for all budget items including the cost of work to be provided by contractors or sub-recipients. In addition, applicants shall include a narrative description of the items included in the project budget, including the value of in-kind contributions of goods and services provided to complete the project when cost share is identified to be included. The Budget Narrative should include the following items:

- Information on all cost categories that identifying all project costs.
- Unit costs must be included for all budget items, including those related to work provided by contractors or sub-recipients.
- Narrative description of all budget items, highlighting the value of in-kind contributions of goods and services when cost share is included.

- Reflect only the costs related to work or acquisitions to be completed under an ORLP grant.
- Indicate the amount of each cost that will be covered by the federal share versus matching share.
- List all agencies, organizations or other entities providing expected non-federal share and describe the type of contributions (e.g., cash or in-kind donations).
- State the value and type (cash, donation of equipment etc.) of each non-federal share contribution.
- Include direct costs for compliance activities, including tribal monitoring, if anticipated.
- Provide a description of the methodology used to determine the amount of any contingency costs included.
- Identify who developed the estimated budget and on the basis for the estimates.

Please note: ORLP projects are limited to using a maximum of 25% of the total budget for costs not directly attributable to physical development/rehabilitation activities, supplies, equipment, or cost of land. Additionally, the LWCF Act specifically excludes acquisition support costs (such as title research and appraisals).

Indirect Costs - Any rates that accompany the project budgets must meet the requirements of 2 CFR Part 200, Section 200.414 and 2 CFR Part 200, Appendix III through Appendix VII, as applicable.

C. Other Required Information

Application for Federal Assistance (SF-424) - This form is required and can be found in the following location: **SF-424**

Project Abstract Summary (OMB 4040-0019) – The project abstract form must be completed to meet Federal award reporting requirements. Ensure the project abstract succinctly describes the project in plain language that the public can understand and use without the full proposal. If the application is funded, this information will be made available for public access including on USAspending.gov.

Timeline (1 Page Limit) – The detailed timeline must be included showing all project milestones, and measures that will provide quantifiable progress towards reaching the project's milestones. Each planned contract must be listed with an expected date for bidding.

Site and Process Photos – Provide, as possible, photos of the site and process for concept could include site features or constraints for development, community engagement, or current uses.

Maps and Renderings

- Map (or Aerial Photo) Delineating Project Area and Proposed Boundary - 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)), all known outstanding rights and interests in the area held by others, total acres within the boundary(ies), scale, and a north arrow.

- Site Analysis Map that illustrates site attributes such as flood zones, storm data, slopes, conservation areas, tree canopy, nutrient-rich soils, impervious surfaces, view sheds, and impervious cover.
- Plan or Sketch of Planned Site Features that highlight locations for public access, parking, playgrounds, conservation areas, rain gardens, concepts for managing stormwater, and other features, aligned with site analysis and community feedback.
- Any other supporting graphics that illustrate the objectives of the project proposal.

Whenever possible, please provide high-quality original PDFs or JPGs for maps and renderings. We kindly request that you avoid using compressed scanned images.

Letters of Commitment of Secured or Potential Contributions/Non-Federal Share clearly stating the amount and type of contribution. Anticipated date of contribution from project sponsor and/or sub-recipient or secured confirmations should be made clear.

Overlap or Duplication of Effort Statement: Applicants must state in their application if the activities, costs, or time commitment of key personnel proposed in this application overlap with those in any other Federal proposal or award or not. If no overlap exists, include a statement to that effect. If any overlap exists, provide:

- Activities: Description any overlapping activities.
- Costs: Description of any overlapping costs.
- Time: Description of any overlapping key personnel time.
- A copy of any overlapping or duplicative proposal submitted to any other potential funding entity.
- Details on when any overlapping proposal was submitted, to whom, and the expected date of the funding decision.

D. Optional Documents

General Letters of Support: All letters of support from elected officials, community members, or other supporters must be included with the application in Grants.gov to be considered. Please do not send separately from application.

Conflict of Interest and Unresolved Matters Disclosures: If any actual or potential conflict of interest exists related to this project at the time of application, the applicant must provide sufficient information to support a program determination of significance per 2 CFR 1402.112. Refer to 2 CFR 200.112 Conflict of Interest and 2 CFR 200.113.

Uniform Audit Reporting Statement: U.S. states, local governments, federally recognized Indian tribes, institutions of higher education, and non- profit organizations expending $1,000,000 USD or more in Federal award funds in the applicant's fiscal year must submit a Single Audit report for that year through the Federal Audit Clearinghouse's Internet Data Entry System, in accordance with 2 CFR 200 subpart F. U.S. state, local government, federally recognized Indian tribes, institutions of higher education, and non-profit applicants must state if your organization was or was not required to submit a Single Audit report for the most recently closed fiscal year. If your organization was required to submit a Single Audit report for the most recently closed fiscal

year, provide the EIN associated with that report and state if it is available through the Federal Audit Clearinghouse website.

If selected for award, NPS reserves the right to request additional or clarifying information for any reason deemed necessary, including, but not limited to:

a) Other budget information
b) Financial capability
c) Evaluation of risk
d) Name and phone number of the Designated Responsible Employee for complying with national policies prohibiting discrimination (See 43 C.F.R. § 17)

SUBMISSION REQUIREMENTS AND DEADLINES

Address to Request Application Package

Everything required to complete an application is available through Grants.gov and are detailed within this Notice. Applications are only considered eligible when received through Grants.gov from the applying qualifying applicant, e.g., State or Territorial Government, see Eligibility, above.

Submission Dates and Times

Applicants are held responsible for their proposals being submitted to the National Park Service.

Applications must be received by 11:59PM Eastern Time Zone by the following dates:

- June 1, 2025
- November 1, 2025

- June 1, 2026,
- November 1, 2026

- June 1, 2027
- November 1, 2027

- June 1, 2028
- November 1, 2028

- June 1, 2029
- November 1, 2029

Applicants are encouraged to submit the application well before the deadline. Note: Per 2 CFR 1402.204 (f) Bureaus and offices must consider the timeliness of the application submission. **Applications that are submitted past the submission due date and time will be considered for review on the next submission due date**. Applications that are submitted beyond the final announced deadline date must be removed from the review process.

Figure 2. Annual Timeline for ORLP Proposal Submission and Reviews

SUBMISSION DATE	ANNOUNCEMENT DATE
JUNE 1	SEPTEMBER 1 (same year)
NOVEMBER 1	FEBRUARY 1 (following year)

Application preparation time may take several weeks, so please start the application process as soon as possible. If it is determined that a proposal was not considered due to lateness, the applicant will be notified during the selection process.

Submission Instructions

Applications must be submitted through Grants.gov to the National Park Service by the deadline listed submission due dates.

In the event the applicant experiences technical difficulties with submitting their application, please contact: ORLP_Inquiries@nps.gov

Apply Through Grants.gov

To apply through Grants.gov, please follow the instructions in the Quick Start Guide for Applicants. Before applying, ensure that at least one person at your organization is registered and has the Authorized Organization Representative (AOR). Only the AOR can submit the application. If you need more users, they must create their own Grants.gov account. Follow these steps below to apply:

- *Create a Workspace*: Creating a workspace allows you to complete it online and route it through your organization for review before submitting.
- *Complete a Workspace*: Invite participants to the workspace so you can collaborate on the application. Required applications forms are included in the Grants.gov Funding Opportunity Package and can be completed in the Workspace, unless noted otherwise in the Required Forms table above. Check for errors before submission.
- *Submit a Workspace*: An application may be submitted through workspace by clicking the Sign and Submit button on the Manage Workspace page, under the Forms tab
- *Track a Workspace Submission*: After successfully submitting a workspace application, a Grants.gov Tracking Number (GRANTXXXXXXXX) is automatically assigned to the application.

The system generates a date and time stamp and sends it to the applicant's AOR via email as proof of submission. Make sure your application passes the Grants.gov validation checks. Do not

encrypt, zip, or password-protect any files. Only registered individuals in SAM as both a user and an AOR can submit applications. Please allow 30 days to register in Grants.gov.

Application System Technical Support

For Grants.gov technical registration and submission, downloading forms, and application packages, contact:
Grants.gov Customer Support
1-800-518-4726
Support@grants.gov and/or Grants.gov Online Help

APPLICATION REVIEW INFORMATION

Eligibility Review

During the eligibility review, the application is checked for timely submission, completed packages (see Application Documents above) and alignment with the requirements of this announcement. The Federal agency may remove an application if it does not pass the eligibility review.

To be eligible for ORLP funding, projects must meet the following criteria:

1. Align with the Statewide Comprehensive Outdoor Recreation Plan (SCORP), as mentioned above under "Eligible Project Types."
2. Project proponents must meet the recipient and subrecipient eligibility requirements, as stated above under "Additional Information on Eligible Applicants."
3. Have support from the State Lead Agency, as stated above under "Additional Information on Eligible Applicants."
4. Must meet all eligibility requirements outlined in this NOFO.

If an applicant selected for funding hasn't finished their SAM.gov registration (see 2 CFR 25.200 and 2 CFR 25.110) when the federal agency is ready to make an award, we may decide that the applicant is ineligible for the award and choose to grant it to someone else. Please refer 2 CFR 25.205 for more information.

If selected for award, NPS reserves the right to request additional or clarifying information for any reason deemed necessary, including, but not limited to:

(a) Other budget information
(b) Financial capability
(c) Evaluation of risk
(d) Name and phone number of the Designated Responsible Employee for complying with national policies prohibiting discrimination (See 43 C.F.R. § 17)

If removed from consideration for ineligibility, the Federal agency will notify the applicant in writing.

Merit Review Criteria

NPS will evaluate and consider only those applications that separately address each of the merit review criteria in the Project Narrative application requirement. Each applicant is required to provide a detailed project narrative of the following criteria elements. It is highly recommended that the project narrative has sections labeled by criterion. This criterion assesses the quality of the proposed project in addressing the lack of outdoor recreation in, and wants and needs of, the target urban, underserved community(ies). Projects will be scored based on their ability to meet or surpass all of the following ORLP Objectives and Goals.

Criterion 1	
ORLP Objective: To improve parks, recreational opportunities, and conservation areas in urban and underserved communities.	Weight 20%

How does the project meet the needs of at least 25,000 people in an underserved community?

a. Community population can be identified using 2020 Census Tract, US Census Urban Area, and population of incorporated town or city.
b. Underserved status can be demonstrated through identification use of the Climate and Environmental Justice Screening Tool (CEJST), the Environmental Protection agency's EJ Screen, or documentation submitted by the community describing the demographic and environmental factors that indicate the community's status of need.
c. If boundaries are being used from US Census, CEJST or EJScreen tools then please allow for a ½ mile buffer as an acceptable area of effect.
d. Documentation of need should include information on current deficiency of access by the affected community to parks, conservation areas, and outdoor recreation opportunities. Please include information on descriptions of how this deficiency impacts the community in relevant ways (e.g., community health and safety, resilience to natural disasters, avoidance of legacy pollution, access to clean water and air, etc...). Also describe how the project is expected to provide community benefits.
e. US Territories and the Commonwealth of Puerto Rico can document underserved status by submitting documentation of the community or area's status as outlined above if Census or other federal government data is unavailable. Acceptable data sources may include relevant environmental and economic indicators from datasets such as the U.S. Census Bureau's Island Area Census, the FEMA National Risk Index, or relevant environmental and economic variables underlying the EPA's EJScreen. Alternatively, data may include locally sourced information about climate and other environmental and economic burdens, such as data from territorial governments, Federal government regional offices (e.g., USGS Pacific Islands Water Science Center) or State, Territorial, or local governmental or research organizations (e.g., Association of State and Territorial Health Officials)
f. Federally recognized Tribes, Alaska Native Corporations (ANC), Alaska Native Organizations (ANO), and the Native Hawaiian Communities are eligible to apply for ORLP projects on lands that are held by that Tribal Nation or Trust

Lands. Documentation of the effected community should be prepared by the Tribal Nation or community and submitted as a narrative with the application.

Criterion 2

ORLP Goal / ORLP projects should be developed in collaboration with the communities they serve. This ensures that planning and land development decisions do not place unfair burdens on underserved groups.	Weight 30%

In what ways does the project demonstrate substantial effort or engagement to involve residents of the neighborhood(s) in its development? What strong initiatives, policies, or incentives are in place to support these communities?

a. Describe the process that led to the development of the proposal. Include efforts to engage the community(ies) served, and their participation in the project's design.
b. Provide information on state or local policies, initiatives, or incentives that support and strengthen the surrounding underserved community.
c. Provide information on how your project engaged underserved communities and provided inclusive participation in the planning process. Please include the following:
    i. Number of engagements (e.g. meetings, polls, surveys, workshops, or other creative ways to foster community feedback) held and number of attendees, number of community members contacted, number of responses received, etc.
    ii. Provide details on how your project engaged the underserved community(ies) and provided inclusive participation in the planning process.
    iii. Number of accessible park design meetings that include virtual, evening, and weekend meetings.
    iv. A demographic description of the participants (e.g., youth, seniors, and families) involved in the engagement process.
    v. How the meetings were conducted to reach the design goals. This could include the use and outcomes of visual preference surveys, interviews, etc.
    vi. Any additional strategies were used to gather public involvement on this project., such as text polls, surveys, tabling at community events, workshops, etc.

Criterion 3

ORLP Goal / ORLP aims to support public-private partnerships to leverage project support. In many instances the most successful outdoor recreation projects include cooperation and partnerships among governments, property owners, developers, financial institutions, and the public to secure equitable results.	Weight 10%

How does the project demonstrate significant collaboration among the public and private sectors, including multiple levels of government, private/non-profit organizations, and/or community groups?

a. Describe the partnerships or other collaborative efforts that have helped, or will help to, facilitate the project.
b. Please provide information on any partnership or strategies used to implement the desired outcome of your project. Ideal partnerships could include governments, property owners, developers, financial institutions, and the public, etc.

How does this project meet the 1:1 (minimum 50%) funding grant non-federal share requirement?

a. Provide any documentation that either identifies potential or confirms funding.
b. LWCF grants are provided to the States, and through the States to qualifying sub-awardees, on a matching basis for up to fifty percent (50%) of the total project-related allowable costs for the acquisition of land and the development of facilities for public outdoor recreation and for fulfilling the program's planning requirements. Grants to eligible insular areas (American Samoa, Guam, the Northern Mariana Islands, and the U.S. Virgin Islands) shall be for 100% assistance.

Has this project received any previous ORLP or LWCF funding support?

a. Provide a summary of the previous scope(s) of work completed under or, if the scope(s) of work have not been completed, provide status updates.
b. Provide information on how this application supports the previously funded work.
c. Provide details on how community engagement was carried out to inform and involve the public in a phased approach for project completion.

Criterion 4

ORLP Goal / ORLP projects empower communities through local public greenspace investment, fostering resilience and sustainable landscape development. They aim to restore ecosystems, protect biodiversity, and provide recreational and economic benefits. These initiatives also enhance public health in underserved areas through active living, land conservation, water resource protection, cultural preservation, native landscape restoration, and disaster mitigation.	Weight 20%

What environmental or ecological measures does your project include to mitigate the impacts of future natural disasters and enhance resilience for the community it serves?

a. Possible solutions may include the implementation of green infrastructure as defined by Section 502 of the Clean Water Act as "...the range of measures that use plant or soil systems, permeable pavement or other permeable surfaces or substrates, stormwater harvest and reuse, or landscaping to store, infiltrate, or evapotranspirate stormwater and reduce flows to sewer systems or to surface waters."
b. Please provide the current percentage of impervious cover for your project site and what the impervious surface cover will be after the planned development. Please

provide any information on how stormwater will be managed to address any added impervious surfaces.

c. Please provide the current percentage of existing local or native vegetation cover (e.g., forest cover, grassland) for your project site and what that coverage will be after development.

How many people within a 1/4 mile, 1/2 mile, and 1 mile radius will gain new access to the project area once your project is built?

Criterion 5	
ORLP Goal / ORLP projects should promote, protect, and incorporate the distinctive character of a community and its unique contexts. Geography, natural features, climate, culture, historical resources, and ecology each contribute to the distinctive character of a community's sense of place, comfort, and belonging.	Weight 20%

How does the proposed project enhance and strengthen the sense of place for the underserved community it is intended to serve?

a. Describe how your project involved diverse people in the planning processes and considered various perspectives that helped the community stay connected to the projects sense of place.

b. Please note that new projects can foster a sense of place when they symbolize hope, and they are familiar. Share how your project symbolizes hope and provides familiarity with the communities it is intended to serve.

c. Creative placemaking uses art and culture to rejuvenate public spaces to build strong, vibrant communities. Share some instances of creative placemaking that actively involved the community they are designed for.

Review and Selection Process

NPS personnel, and in some cases independent reviewers, will review all proposals. All proposals for funding will be considered using the criteria outlined above. A summary of the review panel comments may be provided to the applicant if requested.

a. Initial Review

Prior to conducting the comprehensive merit review, an initial review will be performed to determine whether:
(1) the applicant is eligible for an award;
(2) the information required by the NOFO has been submitted;
(3) all mandatory requirements of the NOFO are satisfied; and
(4) the proposed project meets the program objectives of the NOFO (program determination).

If an applicant fails to meet the requirements or objectives of the NOFO, or does not provide sufficient information for review, the application will be considered incomplete and eliminated from further review.

b. Comprehensive Merit Review

All applications that satisfactorily pass the initial review will be eligible for the Comprehensive Merit Review. Each criteria element will be scored on a 0–10-point scale:

10	Superior	(100 % of weighted average)
8	Good	(80 % of weighted average)
6	Satisfactory	(60 % of weighted average)
4	Marginal	(40 % of weighted average)
2	Poor	(20 % of weighted average)
0	Not Acceptable	(No score)

The following numerical rating values may be assigned: 10, 9, 8, 7, 6, 5, 4, 3, 2, 1, and 0. The scoring of each criterion must be based on the strengths and weaknesses of the application narrative. To assist in assigning an appropriate score, the following will be used as a guideline:

Rating	Descriptive Statement
10	Superior: Applicant fully addresses all aspects of the criterion, convincingly demonstrates that it will meet the Government's performance requirements and demonstrates no weaknesses.
8	Good: Applicant fully addresses all aspects of the criterion, convincingly demonstrates a likelihood of meeting the Government's requirements, and demonstrates only a few minor weaknesses.
6	Satisfactory: Applicant addresses all aspects of the criterion and demonstrates the ability to meet the Government's performance requirements. The Application contains weaknesses and/or a number of minor weaknesses.
4	Marginal: Applicant addresses all aspects of the criterion and demonstrates the ability to meet the Government's performance requirements. The Application contains significant weaknesses and/or a significant number of minor weaknesses.
2	Poor: Applicant addresses some aspects of the criterion and demonstrates some doubt in the likelihood of successfully meeting the Government's requirements. Significant weaknesses are demonstrated and clearly outweigh any strength presented.
0	Not Acceptable: Applicant does not address all aspects of the criterion and the information presented indicates a strong likelihood of failure to meet the Government's requirements.

c. Selection

The Selection Official may consider the merit review recommendation, program policy as stated in the Land and Water Conservation Fund Financial Assistance Manual (current version), and the amount of funds available to select applications for funding awards.

d. Discussion and Award

The Government may enter into discussions with a selected applicant for any reason deemed necessary, including, but not limited to: (1) only a portion of the application is selected for

award; (2) the Government needs additional information to determine that the applicant is capable of complying with the requirements of the Department of the Interior (DOI) Financial Assistance Regulations, and/or (3) additional specific terms and conditions are required. Failure to satisfactorily resolve the issues identified by the Government may preclude award to the applicant.

This program reviews proposed budgets to ensure:

- figures are correct
- estimated costs are necessary and reasonable and clearly linked to project narratives
- avoid obviously unallowable costs
- identify costs requiring prior approval
- ensure indirect cost rates are applied correctly and not part of the ORLP grant funding request
- confirm cost sharing requirements are reflected in the budget.

This program reviews selected applications for potential overlap or duplication between the proposed project and any other funded or proposed project. Depending on the circumstances, DOI may choose to not make an award.

e. Applicants of a selected project must submit a full application package within one year of the date of the NPS selection of a project.
The full application package will be reviewed by the NPS for compliance with federal laws, most notably compliance with the National Environmental Policy Act and with the National Historic Preservation Act. If these reviews reveal features of the project that affect its eligibility or viability, the NPS will not be able to make the award.

During the full application package review, budgets will be evaluated by program staff. Deficiencies identified, and adjustments suggested by the merit panel reviews, as well as corrections for unallowable or unreasonable costs will be addressed with the State and may result in a reduced award.

The following full application package items are due to NPS within one year of the NPS selection of the project:

FORMS	REQUIREMENT
REQUIRED AFTER SELECTION – Within 1 year	
SF-424A - Budget Information – Non-Construction Programs and SF-424B - Statement of Assurances for Non-Construction Projects	Only required for non-construction projects
SF-424C - Budget Information – Construction Programs and SF-424D - Statement of Assurances for Construction Projects	Only required for construction projects
Application and Revision (A&R) Form	Required from all applicants
Description Notification (DNF) Form	Required from all applicants
Proof of Ownership	Required from all applicants
Land Acquisition Documentation • Parcel Map • Development Concept Plan	Required for all acquisition projects

• Yellow Book appraisal, required at 1st monetary draw on a project.	
Park Development Projects • Site development Plan • Building floor plans (if they are part of the grant)	Required for all development projects.
Federal Compliance Documents • Intergovernmental Review Comments • Other NEPA or State Environmental Policy Act Determinations • Wetland Map Overlay • Other Federal law compliance (United States Army Corps of Engineers Permits, Endangered Species Act, etc.) • Use schedule (school parks) • SHPO consultation information	Required as needed per project.
Conflict of Interest Disclosure	Required from all applicants, if applicable
SF-LLL	Required from all applicants, if applicable
Revisions to original application documents	Required as needed per project.

For instructions on completing form fields, see the form instructions on the Grants.gov Forms Repository

Risk Review

Prior to making an award, the program assesses the risk posed by the applicant per 2 CFR 200.206. If an award will be made, the program may apply special conditions corresponding to the risk assessed. For awards over the simplified acquisition threshold (currently $250,000), the program reviews eligibility and financial integrity information in the applicant's SAM.gov records per 2 CFR 200.206(a). The program also assesses financial management capabilities, project delivery experience, staffing resources, past performance, administration and reporting compliance records, and overall project complexity and potential challenges. Negative information that leads to an applicant being designated as "Medium Risk" or "High Risk" may result in specific conditions, as identified in 2 C.F.R. § 200.206, being incorporated into the final award.

AWARD NOTICES

Notices of Federal Award are sent electronically via GrantSolutions or e-mail. These notices outline the terms, conditions, and payment instructions per 2 CFR 200.211. The Notice of Federal Award signed by an authorized Grants Officer is the legal instrument obligating financial assistance to a recipient. Any other prior notice is not an authorization to begin work. If the program allows pre-award costs per 2 CFR 200.458, beginning performance before receiving a Notice of Federal Award is at the applicant's own risk.

Anticipated Term of the Agreement:
Agreement terms for funded projects will run between one and three years depending on the negotiated project statement of work. Agreements are not effective until fully executed with signature from the NPS Financial Assistance Awarding Officer.

Estimated Number of Agreements to be Awarded: 25-40 per calendar year
Each activity or project under this agreement will be treated individually, with more detail through project statements, project plans and budgets developed cooperatively between the NPS and the non-Federal entity.

Funding Instrument Type:
Grant Agreement – A legal instrument of financial assistance between The National Park Service and a non-Federal entity that is consistent with 31 U.S.C. § 6304:

An executive agency shall use a grant agreement as the legal instrument reflecting a relationship between the United States Government and a State, a local government, or other recipient when-

(1) the principal purpose of the relationship is to transfer a thing of value to the State or local government or other recipient to carry out a public purpose of support or stimulation authorized by a law of the United States instead of acquiring (by purchase, lease, or barter) property or services for the direct benefit or use of the United States Government; and

(2) substantial involvement is not expected between the executive agency and the State, local government, or other recipient when carrying out the activity contemplated in the agreement.

Please note, that applications for renewal or supplementation of existing projects are eligible to compete with applications for new Federal awards.

Anticipated Project Start Date: 1 year from selection notification.

Anticipated Project End Date: Fully awarded projects should take one to three years to complete from the date of last signature on the Grant Agreement document.

POST-AWARD REQUIREMENTS AND ADMINISTRATION

Administration and National Policy Requirements

For award administration and national policy requirements, see the DOI Standard Terms and Conditions. Infrastructure projects require the use of American iron, steel, manufacture products, and construction materials per 2 CFR 184.

NPS will communicate any other program- or project-specific special terms and conditions to recipients in their notices of award.

Data Availability

Per the Financial Assistance Interior Regulation (FAIR), 2 CFR §1402.315:

(a) All data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, valuation products or other scientific assessments in any medium or form, including textual, numerical, graphic, cartographic, narrative, or audiovisual, resulting from a financial assistance agreement is available for use by the Department of the Interior, including being available in a manner that is sufficient for independent verification.

(b) The Federal Government has the right to:

(1) Obtain, reproduce, publish, or otherwise use the data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, produced under a federal award; and

(2) Authorize others to receive, reproduce, publish, or otherwise use such data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, for Federal purposes, including to allow for meaningful third-party evaluation.

Geospatial Data

The result of an ORLP Grant is the guarantee of public access to the park or recreation facility site. The recipient will be asked to provide a geospatial software ready file of the encumbered site for record with the LWCF program. As a recipient of financial assistance from the DOI, recipient must follow these rules for geospatial data:

Follow Federal Standards: All geospatial data you collect or create must meet the standards set by the Federal Geospatial Data Committee (FGDC) or the Department of the Interior. This is required by the Geospatial Data Act of 2018, which is part of Public Law 115-254, specifically in Subtitle F (Geospatial Data), sections 751-759C (codified at 43 U.S.C. §§ 2801‑2811).

Include Metadata: Your Geographic Information Systems (GIS) files must include complete metadata. Metadata is information that describes the data, such as where it came from, how accurate it is, and how it should be used. This is to ensure that anyone using the data understands its context and quality.

Check for Existing Data: Before you start collecting new geospatial data, you need to check GeoPlatform.gov. This is to see if there is already existing geospatial data from federal, state, local, or private sources that can meet your needs and is available for free. If such data is available, you should use it instead of gathering new data.

These rules help ensure that geospatial data is reliable, high-quality, and that resources are used efficiently.

Reporting

The recipient's Notice of Award will detail all reporting requirements, including frequency, due dates, and instructions for requesting extensions. In general, but not limited to, recipients must:

- Submit Federal Financial reports and Program Performance reports.
- Use the Federal Financial Report (SF-425) form for financial reporting,
- Monitor award activities and report on program performance per 2 CFR 200.329,
- Promptly notify the awarding program in writing of any issues, delays, or conditions impairing award objectives per 2 CFR 200.329(e),
- Disclose any conflicts of interest related to their award that arise during the award period per 2 CFR 1402.112,
- Report on the status of real property acquired under the award in which the Federal government retains an interest per 2 CFR 200.330, and
- Report all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award per 2 CFR 200.113.
- Report any matters related to recipient integrity and performance to SAM.gov per Appendix XII to 2 CFR 200.
- If the Federal share of the award is more than $100,000 and the recipient makes or agrees to make any payment using non-appropriated funds for lobbying in connection to the award, disclose those activities using the Disclosure of Lobbying (SF-LLL) form per 43 CFR 18.100.
- Federal Funding Accountability and Transparency Act of 2006 (FFATA) requires certain recipients to report information on executive compensation through SAM.gov and information on all sub-awards, subcontracts, and consortiums over $30,000 to the FFATA Subaward Reporting System (FSRS).

Post-Completion Inspections and Reporting

In accordance with 2 C.F.R. § 200.330 and the FAIR, in order to determine whether properties acquired or developed with LWCF assistance are being retained and used for outdoor recreation purposes in accordance with the project agreement and other applicable program requirements, a State post-completion inspection is to be made within five years after final billing and at least once every five years thereafter.

The following points should be taken into consideration during the inspection of properties that have been developed for public use:

- Retention and use: Is the LWCF boundary area intact and the property being used for outdoor recreation purposes including those intended through the projects funded with LWCF assistance?
- Appearance: Is the property attractive and inviting to the public?
- Maintenance: Is upkeep and repair of structures and improvements adequate? Is there evidence of poor workmanship or use of inferior quality materials or construction? Is vandalism a problem? Is the area being maintained?
- Management: Does staffing and servicing of facilities appear adequate?
- Availability: Is there evidence of discrimination (including based on residence)? Is the property readily accessible and open to the public during reasonable hours and times of the year?

- Signing: Is the area properly signed to allow for user information and safety, and proper acknowledgement of the federal Land and Water Conservation Fund?
- Interim use: Where lands have been acquired but not yet developed, the inspection should determine whether the interim uses of the property are in accordance with agreements with the NPS.

Other Information

Payments

Domestic recipients are required to register in and receive payment through the U.S. Treasury's Automated Standard Application for Payments (ASAP), unless approved for a waiver by NPS. Foreign recipients receiving funds to a final destination bank outside the U.S. are required to receive payment through the U.S. Treasury's International Treasury Services (ITS) System. Foreign recipients receiving funds to a final destination bank in the U.S. are required to enter and maintain current banking details in their SAM.gov entity profile and receive payment through the Automated Clearing House network by electronic funds transfer (EFT). NPS will include recipient-specific instructions on how to request payment, including identification of any additional information required and where to submit payment requests, as applicable, in all Notices of Award.