

NATUREWORKS 19TH ROUND APPLICATION



IMPORTANT INFORMATION

- The NatureWorks application postmark deadline is **February 1, 2012**.
- We are providing an estimated amount of funding available for Round 19 because the state's biennium capital budget bill is not yet passed. If there is a significant difference in the county allotments, applicants will be notified.
- Because the state's biennium capital budget bill will not be effective until July 1, 2012 and requires a 90 day "moratorium" before funding can be allocated, the grant awards will not be made until October 2012.
- Your project's scope must be either development **or** acquisition, not both. Only one park site per application.
- If you would like a preliminary review of any portion of your application prior to submission, you may do so **through January 13, 2012**. We will be more than happy to review the material and provide comment. If you have questions please call or email Dameyon Shipley at 614-265-6646 or dameyon.shipley@dnr.state.oh.us
- If NatureWorks applications are reviewed and prioritized by a county board in your county, you must coordinate with that board. At this time ODNR is aware of only one such review board (Columbiana County).
- Mail a paper copy of your application to ODNR by February 1, 2012 (postmark deadline). We strongly recommend that you send your application via certified mail with a return receipt. Please keep a complete copy of your application for your records.

Send your application to: NatureWorks
Ohio Department of Natural Resources
2045 Morse Rd. C-3
Columbus, Ohio 43229

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. . . ."

INTRODUCTION

The NatureWorks program provides up to 75 percent **reimbursement** assistance to eligible political subdivisions (municipalities, townships, counties, joint recreation districts, park districts and conservancy districts) for the purpose of acquiring and/or developing public recreation areas. All payments to project sponsors will be made on a reimbursement basis. The applicant must have adequate funds to finance the project.

The Ohio Department of Natural Resources (ODNR), Division of Real Estate and Land Management (REALM) 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.

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/ada-aba/final.cfm>

ELIGIBILITY

Only political subdivisions (municipalities, townships, counties, joint recreation districts, park districts and conservancy districts) are eligible to apply. The applicant must be able to finance the project and maintain it as a public recreation facility.

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, ODNR acknowledges the need for local funds to assure a commitment to the proper operation and maintenance of the project, therefore, **a minimum of twenty percent (20%) of project costs must come from local funds or local sources (state and federal grants may only makeup 5% of the required match).**

DONATIONS AND IN-KIND

Donated materials, equipment time, labor and land can all be used as a portion of the required match. (Materials from an applicant's pre-existing inventory cannot be used.) Donations must be directly related to the application's project scope. Donation credit is limited to 25% of total project cost.

Types of Donations:

- **Materials:** Values assigned to donated materials must be reasonable, documented and may not exceed current market price at time of project construction. All materials must be new (not used). 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 food, hand tools and consumable supplies are not eligible.
- **Equipment:** Equipment owned, rented by or loaned to the project sponsor for use on the project will 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/Equipment%20Rates/FY%202012%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 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.

Final determination of the value and eligibility of equipment rates rests with ODNR.

- **Labor (Donated or In-Kind):** Professionals, consultants and skilled or unskilled laborers may donate labor services. Such donated labor may be applied against the 25% match portion of the project. Sponsoring agency employees may also work on the project. Such in-kind (AKA in-house) labor may be considered for 75% reimbursement up to the total grant amount.
 - Unskilled labor will be valued at up to \$12.00 per hour. Volunteers of any age may contribute time to a project, however only donated labor from 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.
 - In-kind labor may be valued at 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 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 \$12.00 per hour.
 - Fringe rates, overtime pay, administrative labor and donation values are never eligible for reimbursement.
- **Real Property:** The value of donated 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 application, and should be based on a recent appraisal or 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.**

An independent, ODNR Certified General Appraiser's narrative appraisal will be required for all **awarded** projects that include a 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. Please contact our office at 614-265-6646 if a donation of property is being considered. Do not close or accept title to the land prior to speaking with our office as it may result in the value being ineligible.

Payment for an option on a property is a retroactive cost that may also be reimbursed under the

following conditions:

- (a) The option payment is no more than 10 percent of the anticipated purchase price.
- (b) The closing must occur after the awarded project grant agreement has been executed, **or** after a waiver of retroactivity has been granted.

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.

Requests must be made 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

Application Review:

All submitted applications that are complete on February 1st, the application deadline, are awarded five points. If an application is incomplete or unacceptable, the applicant will be notified and additional information may be requested. In most cases points will be deducted.

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 within your application.

Recommendations and Approval:

Projects are scored and submitted to the Director of ODNR for review and approval. Upon grant award announcement all applicants will receive letters of award or non-award. ODNR will also issue a press release. **Never** initiate grant project work on an awarded project until the state and local grant contract has been executed (signed by both parties).

If a grant proposal is not selected, the applicant may re-apply for the next year's funding cycle by submitting a letter to the Grant Manager by the next application deadline.

State Historic Preservation Office Review:

ODNR submits all recommended projects for final review and approval by the Ohio Historic Preservation Office.

Grant Contract Agreement:

A state and local contract is sent to the project sponsor for signature. After signing, the sponsor returns the contract to ODNR for signature. After the execution of this agreement, the local government may proceed with the project. A copy of the executed agreement will be sent to the local government project sponsor.

DURING THE PROJECT & SPONSOR'S CONTINUING RESPONSIBILITIES

Acknowledgement Sign:

Upon project completion, a grant acknowledgement sign **must** be prominently displayed at the project site. NatureWorks sign costs are eligible for reimbursement, and are available through ODNR (see page 32).

Audits:

Audits may be conducted to determine if the applicant has provided fiscal control and fund accounting for 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.

Bidding Requirements:

Competitive open bidding is required for contracts and purchases of \$25,000.00 or more, unless provisions of state law waive this requirement (see O.R.C. Section 1501.011(E) (1)). The applicant is also obliged to cooperate with ODNR in order to ensure that contractors comply with Equal Employment Opportunity requirements. This includes all bid advertisements. All development project contractors must comply with the Governor's Executive Order of January 27, 1972.

Project purchases made through the U.S. Communities Government Purchasing Alliance (U.S. Communities) <http://www.uscommunities.org/> are exempt from competitive bidding requirements, if not prohibited by local law.

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 the thresholds in which prevailing wages must be utilized. Information can be found at <http://www.com.ohio.gov/laws/Default.aspx> and the Bureau of Wage and Hour Administration can be contacted at 614-644-2239.

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 receives financial assistance. If a user fee is charged, the fee must be reasonable for all users.

Continuing Recreational Use:

Property acquired or developed with NatureWorks assistance must be retained and open for public recreation. No property acquired or developed with NatureWorks assistance shall be converted from public recreation uses without the approval of the Director of the Ohio Department of Natural Resources. Compliance will 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.

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 recreation, or public recreation support facilities. All applications must include a detailed plan or description of the proposed future use(s) of the property. All future uses must be open to the public. The recreational development intended for the property should be developed within two years of NatureWorks project closeout. **Eminent domain acquisitions are not eligible.**

Examples of eligible land acquisition 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 eligible for reimbursement: Phase I studies required by the OHPO, and ODNR required RE appraisals for awarded projects.

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

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 RE closing:

- **A contract agreement has been executed between the State of Ohio and the local acquisition project sponsor.**
- **A Waiver of Retroactivity has been granted by ODNR.**

NATUREWORKS APPLICATIONS FOR DEVELOPMENT PROJECTS

Examples of eligible development projects:

- 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, lifeguard towers, bathhouses, restrooms and other sanitary facilities.
- 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, including ski and sled runs, outdoor skating rinks, ski and snowmobile trails and warming huts.
- Recreational trails and support facilities, including trailheads and restrooms.
- Public recreation centers
- 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.**

Improvements and structures should be designed to harmonize with the natural environment. Emphasis should be given to public health, safety and protection of the recreational value of the area. The applicant must ensure that the development project complies with the latest accessibility guidelines under the Americans with Disabilities Act (ADA) and Architectural Barriers Act (ABA). These guidelines can be accessed @: <http://www.access-board.gov/ada-aba/final.htm>

FORM NO. 1

GENERAL PROJECT INFORMATION

APPLICANT AGENCY
ADDRESS
PHONE NUMBER OF APPLICANT AGENCY ()
TAX IDENTIFICATION NUMBER
COUNTY LOCATION OF PROJECT
LOCAL PROJECT COORDINATOR
PHONE NUMBER OF LOCAL PROJECT COORDINATOR (must be member of applicant agency) ()
E-MAIL ADDRESS OF LOCAL COORDINATOR
GRANT PROJECT TITLE
GRANT PROJECT LOCATION (example: Smithville Park)
BRIEF DESCRIPTION OF PROPOSED GRANT PROJECT (50 character maximum)
TOTAL ACREAGE OF GRANT PROJECT AREA
ACREAGE TO BE ACQUIRED, if applicable
NATUREWORKS ASSISTANCE REQUESTED, IN DOLLARS
TOTAL PROJECT COSTS
SOURCE(S) OF MATCHING FUNDS, INCLUDING OTHER GRANTS & PLEDGED DONATIONS OF LAND AND/OR MATERIALS.
OHIO SENATE DISTRICT:
OHIO HOUSE DISTRICT:
GPS COORDINATES AT PROJECT PARK ENTRANCE: (example: N40°3.228, W082°34.855)

CERTIFICATION: As the official designated to represent the local government agency and act for the local government agency for purposes of the NatureWorks Program, I recommend that assistance be made available from the 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.



FORM NO. 3

NATUREWORKS QUESTIONNAIRE

This section is a very important element in the evaluation of your application. All priority rating criteria along with associated points are listed in this section.

Please provide complete answers to numbered 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.

Question 1. Justification of Need

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, 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:

Scoring criteria (only one score will be selected):	Points
Specific data for replacement/renovation of existing recreation facilities	25
Specific data for new recreation facilities or acquisition	20
Specific data for a restroom (new, replacement, or renovation)	15
Specific data for support facilities (new, replacement, or renovation)	10
General data for recreation facilities (new, replacement, or renovation)	10
General data for support facilities (new, replacement, or renovation)	5
General data for a restroom (new, replacement, or renovation)	5

The following are *suggested* approaches to ‘Justification of Need’ for common project scenarios:

- **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, streams, 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 Rehab: 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

Applicant Response to Question 2:

Scoring criteria (only one score will be selected)	Points
Signed Resolution*, plus documentation of funding for entire project: 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, fundraising receipts, signed donation pledges, etc.	10
Signed Resolution* plus <u>partially</u> 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
No resolution or invalid resolution (an resolution that does not obligate funds is invalid)	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 during the unscheduled project site visit **as well as** in other parks that the applicant operates, may be used during scoring.

Applicant Response to Question 3:

Scoring criteria (Up to two scoring categories will be selected)	Points
Acceptable operation and maintenance plan for grant project submitted with application	5
Existing park(s) and facilities are in excellent condition	6
Existing park(s) and facilities are in good, clean condition	3
Existing park(s) and facilities are in fair condition	2
Existing park(s) and facilities are in poor condition	0

4. Accessibility:

All projects funded through NatureWorks 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 and beyond. As such, three minimum accessibility accommodations are **required** for all projects:

- A barrier-free, reasonably accessible clear path from the parking area to the funded facility.
- An accessibility feature whereby disabled persons can gain access to the funded facility (for example, a transfer platform on a play structure).
- All funded restrooms and structures with an ‘interior’ (for example, a nature ed. center) must be fully accessible.

The applicant should describe or identify how the project meets minimum accessibility requirements. Additional points may be scored if the project design goes above and beyond the required minimum for accessibility (sufficient documentation is required). Projects that do not meet the minimum aforementioned three requirements should ‘go back to the drawing board’.

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 exceeds state/federal ADA requirements.	4
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.) 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

5. Planning

It is advisable to consider several options at a conceptual level when planning for a 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 done 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 criteria will be selected)	Points
There is an approved plan for the site and the project is a component of that plan.	4
Evidence is presented that alternatives were considered during project conceptualization.	2
No documented planning efforts	0

6. Public Participation

Public / citizen participation at the local level should 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 (only one score will be selected)	Points
Project involved extensive public participation prior to submission of application (i.e. special public meetings, surveys, project advisory group, etc.)	10
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
Project endorsed by local organizations or special interest groups	2
No documented public participation efforts prior to submission of application	0

7. Balanced Growth Plan

Notify our office if the proposed project location is part of a completed balanced growth plan or one in progress. Info can be found at <http://www.balancedgrowth.ohio.gov/Home.aspx>
10 points

Scoring will be determined for the following unnumbered criteria during application review and project site visit. There is no need to provide ‘answers’ for these criteria, however please feel free to submit any additional information that could impact the application score (for example, documentation showing the proposed development is a first of its kind opportunity).

Primarily 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.

Scoring criteria (only one score will be selected)	Points
Acquisition or development of outdoor recreational facilities	20
Development of restrooms	15
Primarily a support facility, but will make facility significantly more functional	10
50% or more of the project is a support facility(s) or buffer land	5
Project is a support facility(s) for future recreation	0

Compatible with Private Recreation

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

Scoring criteria (only one score will be selected)	Points
Project is compatible with the private sector	5
Project is not compatible with the private sector	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 (only one score will be selected)	Points
Costs are in line with similar projects	5
Costs appear excessively high or unrealistically low	0

Land Donation

Applicants who have received (within the last 2 calendar years of application deadline), or will receive, property donations from private entities *for purposes of this project* will receive additional points. Documentation is required.

Scoring criteria (only one score will be selected)	Points
Land donation from the private sector	5
No land donation	0

Site Suitability

The project site should be suitable for the proposed development.

Scoring criteria (only one score will be selected)	Points
Site is well suited for project	5
Site is acceptable for project, however there are one or more minor concerns	0
Site not suited for project	(5)

Unique Recreation Opportunity

Scoring criteria	Points
Preservation or buffer land for a unique site	4
First of a kind opportunity for the service area (it is the applicant's responsibility to provide documentation/evidence)	2

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.

Scoring criteria (only one score will be selected)	Points
Application is complete	5
Application is nearly complete	1
Application is missing major components	(5)

Additional Considerations

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
Number of other ODNR recreational grants received from the following: Capital Improvement Grants, Recreational Trails Program, Clean Ohio Trails Fund, Land and Water Conservation Fund: None (5), One (3), Two (1), Three or more (0)	0-5
Lack of progress on an active NatureWorks grant. Deduct 1 - 10 points	(1-10)
Lack of progress on other active ODNR grants. Deduct 1 - 10 points	(1-10)
Extension of time granted on a previous LWCF or NatureWorks grant (one time deduction)	(-5) per extension)

Other application considerations:

Scoring criteria	Points
Only NatureWorks application or first priority NatureWorks application	25
Other than first priority application	0
Lack of veracity in grant application	(1-10)

FORM NO. 4

Site Vicinity Map

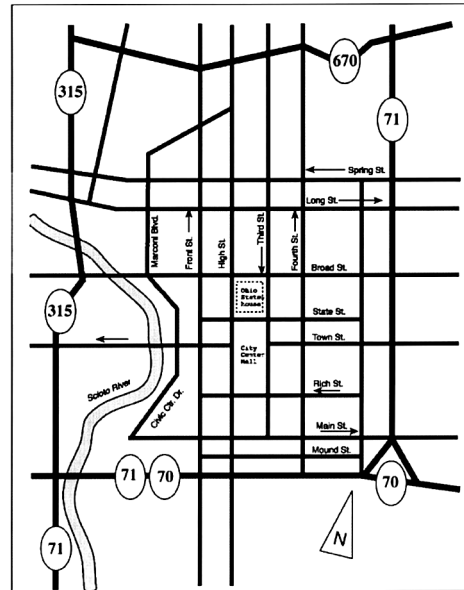
Please submit a highway, street, county or other map that will **clearly** locate your project in relation to nearby streets, highways, towns and other landmarks. Include the name of the applicant, project title and county at the top of the map. Indicate north on map. Maps from online mapping sites are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

Example: Vicinity Map



Example: Site Location Map

Directions to the Statehouse



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

FORM NO. 5
Evidence of Ownership and Boundary Map

Evidence of Ownership

A complete copy of the deed for the property being developed or acquired is required. If the property is leased by the project sponsor, a copy of the non-revocable lease is required (minimum 15-year term, through 2024).

Boundary Map

This map should be an accurate map of the property described in the deed or lease, typically a tax map or survey. The map must:

- Be to scale and/or have dimensions for each boundary line.
- Show all boundaries, adjacent streets, prominent landmarks, etc.
- Indicate North.
- Identify the political subdivision, project title and project site acreage at the top left corner of the map.
- Identify the local project coordinator (printed name, signature and date) at the top right corner of the map, with the following certification:

“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 recreation without the written approval of the Director of the Ohio Department of Natural Resources.”

- If part(s) of the project area is intended for, or is currently in non-recreational use, that area must be outlined on the map. Failure to do this will prohibit any future non-recreational structures or facilities (municipal water towers, cell towers, fire stations, etc) on the site.

FORMS NO. 6A & 6B

6A: Existing Use Map

Please submit a map or copy of an aerial photo showing all existing development within the entire boundary map used in Form 5. Please be sure to label existing facilities and indicate property lines.

6B: 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 scale.

FORMS NO. 7A, 7B, & 7C

COST ANALYSIS SCHEDULES AND PROJECT COST SUMMARY

Grants may cover costs applicable to acquisition, design and engineering, direct labor, construction contracts, special service contracts, equipment rental and materials purchased for the project.

***NOTE-** If the proposed project involves acquisition or development of land that has not been previously developed or land believed to be archaeologically sensitive, the Ohio Historic Preservation Office (OHPO) commonly requires a Phase I Archaeological Survey. Clearance from OHPO is required for funding. The survey is an eligible expense for applications under **NatureWorks**. Because the cost of the survey varies based on size of the area and other conditions, the applicant should contact OHPO at (614) 298-2000 for further guidance.

FORM NO. 7A: ACQUISITION COST ANALYSIS SCHEDULE

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

Additional Costs:

Required Project Acknowledgement Sign \$ _____

Other (describe) _____ \$ _____

Phase I Archaeological Survey required by the Ohio Historic Preservation Office \$ _____

Grand Total of all Proposed Acquisition Costs \$ _____

FORM NO. 7C: PROJECT COST SUMMARY

Eligible Cost	Total Cost	Sponsor Share in Cash	Sponsor Share In-Kind Work	Sponsor Share Donations	Sponsor Share Other Grant(s) (max.5%)	NatureWorks Grant Amount
Acquisition						
Design & Engineering (maximum10%)						
Labor						
Special Service Contracts						
Rental of Equipment						
Construction Contracts						
Purchase of Materials						
Other:						
TOTAL COSTS						

FORM NO. 8
LOCAL INTER-AGENCY AGREEMENT

A Local Inter-Agency Agreement is needed if two or more local public or private agency(s) are cooperating for purposes of funding or operating the grant project.

IF INTER-AGENCY AGREEMENTS DO EXIST

1. If a local inter-agency agreement exists, a copy of the agreement must be submitted with the application. Describe in detail any division of responsibility that may exist for completing acquisition, development, and operation and maintenance that has not been formalized in an agreement.
2. If any future local inter-agency agreements are anticipated, please explain why.

INTER-AGENCY AGREEMENTS DO NOT EXIST

If no local inter-agency agreements exist, complete and sign the statement below and submit this form with the application.

Applicant _____

THIS APPLICATION FOR _____
(PROJECT TITLE)

IS NOT SUBJECT TO ANY LOCAL INTER-AGENCY AGREEMENTS.

Local Coordinator – Printed Name

Local Coordinator - Original Signature

Date

FORM NO. 9
CIVIL RIGHTS COMPLIANCE
STATE OF OHIO

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, 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 were 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 United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Applicant, its successors, transferees, assignees, and subrecipients 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. 10
ACKNOWLEDGEMENT OF COMPLIANCE

Upon acceptance of this application as an assisted project, the applicant agrees to the following 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 perpetually operated and maintained solely for public recreation or natural resource purposes. The area cannot be converted in use or title without prior approval of the Director of the Ohio Department of Natural Resources.
3. A permanent project acknowledgement sign will be placed at the site as required by the NatureWorks.
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. The guidelines can be accessed on the following webpage: <http://www.access-board.gov/ada-aba/final.cfm> There are links for accessible routes, plumbing elements and facilities, recreation facilities, etc.

Local Coordinator – Printed Name

Local Coordinator - Original Signature

Date

FORM NO. 11
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:

- Acknowledgement signs of NatureWorks assistance are required at all assisted sites.
- Development projects: Signs must be installed at the main entrance to the park and 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.

Local Coordinator – Printed Name

Local Coordinator - Original Signature

Date _____

NATUREWORKS SIGNS

NatureWorks signs can be purchased from ODNR for \$90, postage paid. Applicants may request 75% reimbursement for these signs. **Applicants are not required to purchase signs from ODNR.**

NATUREWORKS SIGN SPECIFICATIONS

RECYCLED black and white plastic.

Vertical: 15.5 inches
Horizontal: 13.5 inches
Thickness: $\frac{3}{4}$ inch



Upon request, a NatureWorks sign and invoice will be mailed to project sponsors.

FORM NO. 12

ENVIRONMENTAL REVIEW

REQUIRED CONTACT:

I have contacted my local county National Resource Conservation Service (NRCS) office to determine if the project site contains hydric soils (an indicator of a potential wetland area). A soils map is required **if** hydric soils are present on the site.

Yes _____

No _____

Go to <http://www.oh.nrcs.usda.gov/contact/directory/directories.html> for County contact information. Click the area that includes your county, and then click your county to identify the district conservationist.

ENVIRONMENTAL CHECKLIST		
All applicants must contact the appropriate government agency when there is an environmental RED FLAG issue.	YES (This is a RED FLAG issue)	NO
<p>Does the project involve development near a National and/or State Scenic River? If Yes, contact the ODNR - Division of Natural Areas & Preserves at (614) 265-6453.</p>		
<p>Does the project scope involve in-water work in a stream/river, reservoir or lake; or in a drainage ditch that is hydrologically connected to a stream/river, reservoir or lake? If Yes, contact the U.S. Army Corps of Engineers. The Corps district that represents your area can be found @ http://www.usace.army.mil/ContactUs/Pages/default.aspx (Enter the zip code of the project location to identify the correct Corps district.)</p>		
<p>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.</p>		
<p>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://ohiodnr.com/coastal/Ohio_Coast/RegulatoryHome/SubmergedLandsLeaseGuide3/tabid/9288/Default.aspx</p>		
<p>Does the project scope involve development in a floodplain? If the project is located within a 100 year floodplain, please submit a floodplain map (FEMA) copy showing the project site. Attach a letter or other documentation of compliance from the local Designated Floodplain Administrator (DFPA). Go to http://www.dnr.state.oh.us/Portals/7/floodpln/communitylist.pdf for a list of DFPAs. If you are not able to obtain this letter by the application deadline, a copy of your letter to the DFPA requesting project review will suffice (points will not be deducted).</p>		

<p>All applicants must contact the appropriate government agency when there is an environmental RED FLAG issue.</p>	<p>YES (This is a RED FLAG issue)</p>	<p>NO</p>
<p>Does the project scope involve development in or impact to a jurisdictional wetland?</p> <p>Under Section 404 of the Clean Water Act a jurisdictional wetland is hydrologically connected to a Water of the United States (river, stream, lake, reservoir or flowing ditch).</p> <p>If Yes, please contact the following agencies to coordinate permitting requirements (the project may be covered under a Nationwide Section 404 Permit):</p> <p>US Army Corps of Engineers (district appropriate for project) http://www.usace.army.mil/ContactUs/Pages/default.aspx</p> <p>Ohio EPA http://www.epa.ohio.gov/dsw/401/index.aspx</p> <p>Local Soil and Water Conservation District http://www.dnr.state.oh.us/tabid/9093/Default.aspx</p>		
<p>Does the project scope involve development in, or impact to an isolated wetland?</p> <p>The Ohio EPA regulates wetlands that do not have a hydrological connection to waters of the United States. These are known as Isolated Wetlands.</p> <p>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</p>		
<p>Are federally or state threatened or endangered species present and/or is critical habitat present on the project site?</p> <p>The ODNR Division of Natural Areas and Preserves Heritage Program can assist in this determination. http://ohiodnr.com/Home/Heritage/NaturalHeritage/tabid/2010/Default.aspx</p>		

Public involvement is required for certain projects in floodplains or wetlands:

The project sponsor must ensure that the general public has an opportunity for early review of the development plans or proposals for any development within a floodplain or wetland, except for recreational development on the acceptable facilities list below. The project sponsor must publish a notice in local media briefly describing the proposed action and urging members of the public to provide comments. The notice shall expressly state that the project site is located in a floodplain or wetland.

List of Acceptable Facilities without Public Comment:

- Entrance, access, and internal roads to existing parks (**not excluded for wetlands**)
- Landscaping to beautify an existing park
- Outdoor play courts (**not excluded for wetlands**)
- Outdoor shooting ranges (**not excluded for wetlands**)

- Outdoor water sport facilities such as beaches (**not excluded for wetlands**)
- Parking lots for existing parks, sports and playfields, and playgrounds (**not excluded for wetlands**)
- Picnic and camping facilities including appropriate sanitary and other support facilities (provided that flooding resistance is a consideration in the design and construction)
- Scenic overlooks and trails
- Some boating facilities (contact Grants Manager to discuss)
- Wildlife observation stations and environmental education stations

FORM NO. 13
Section 106 Review

On February 1, 2007, ODNR began requiring applicants to complete the Section 106 Review Project Summary Form and supporting documents. A completed Section 106 form for the proposed project must be submitted to ODNR with the NatureWorks application by the application deadline. Upon project award, ODNR will submit these forms to the Ohio Historic Preservation Office (OHPO) on behalf of the applicant.

Use the following link to download Section 106 documents to a computer. With help from the NatureWorks Section 106 Instructions on page 37, fill out the Section 106 Form on a computer and print when finished. Mail all documents to ODNR with your NatureWorks application.

<http://www.ohiohistory.org/resource/histpres/services/PSDF.html>

An Ohio Historic Inventory Form is required for projects with buildings/structures more than 50 years old

Additional questions can be answered by visiting the OHPO website at:

<http://www.ohiohistory.org/resource/histpres/services/106LandingPage.html>

If the project sponsor has an existing letter from the OHPO for the same project site, a Section 106 Review may not be necessary. The OHPO letter should state the following:

“...Based on this, it is our opinion that the proposed project will not effect historic properties. No further coordination is required unless the scope of the work changes.....”

If applicable, a copy of the OHPO letter should be included with the application, in lieu of the completed Section 106 Review Project Summary Form.

***NOTE** – TheOHPO commonly requires a Phase I Archaeological Survey when a project involves acquisition or development of land that has not been previously developed or is believed to be archaeologically sensitive. The survey is an eligible expense under NatureWorks. Because the cost of the survey varies based on the size of the area and other conditions, applicants should contact OHPO at (614) 298-2000 for further guidance.

By checking this box, the applicant states the form has been read and understood. The Notarized Resolution of Authorization also certifies this information.

OHPO Section 106 Review – Project Summary Form Instructions

Section I: General Project Information - All information will be for new project submittals

Project Name – same as Grant Project Title from Form 1 of the ODNR NatureWorks grant application.

Project Address – address of the location being acquired or developed or the cross streets if an address is not available.

City/Township and County - project location, not the applicant location.

Federal Agency and Contact Person – for NatureWorks state “not applicable”.

Type of Federal Assistance – for NatureWorks state “not applicable”

State Agency and Contact name – ODNR – Dameyon Shipley

Type of State Assistance – NatureWorks

Revised code 149.53 – For NatureWorks applications the answer is **yes**

Consultant and/or applicant contact person – list the Local Project Coordinator from Form 1 of the ODNR NatureWorks grant application.

Consultant and/or Applicant project reference number – “not applicable”.

Public involvement – provide the same information from Question 6, Form 3 of the ODNR NatureWorks grant application.

Consulting parties that have been contacted – self explanatory (property owners, local officials, etc.).

Please complete the following sections with as much detail as possible.

Section II: Project Description and Area of Potential Effects (APE) -Describe the construction scope of the project. The APE is the area that will or could be affected by the project. Consider the compatibility of the project with the surrounding area. For example, a brightly colored climbing wall might visually detract from a nearby historic house.

USGS map. ODNR will supply a USGS map at time of submittal to the OHPO.

Township/City/Village name – project location.

Length, Width, Depth of Ground Disturbing Activity – self explanatory (include access roads, sewer lines, etc.).

Previous Land Use – self explanatory.

Current Land Use – self explanatory.

Archaeological Resources – self explanatory.

Local Map – provide a copy of the site vicinity and boundary maps from ODNR grant application.

Detailed Written Description – detailed description of project work. Supplement written description with available plans and specifications.

Show the project’s Area of Potential Effects (APE) – on a copy of the local map (boundary map) draw a boundary that approximates the area the project will affect.

Written description of the Area of Potential Effects – give explanation for the boundaries chosen for question I. Discuss potential direct and indirect effects that might result from the project.

Section III: Identification of Historic Properties – Identify whether there are historic properties inside the Area of Potential Effects.

Background Research – self explanatory. (“No structures in Area of Potential Effects” is a valid response).

Field Survey – self explanatory. Print out one of the OHPO forms to provide basic info for any buildings/structures 50 years or older in the APE.

Eligibility Evaluation – self explanatory.

Conclusions – self explanatory.

Reporting Options – self explanatory if no structures.

Section IV: Supporting Documentation – Photos

Photos of entire project – self explanatory.

Photos of structures from Section III – self explanatory.

Project plans, specifications and site drawings – self explanatory.

Comments – self explanatory.

Section V: Determination of Effect

Challenging projects – self explanatory.

Determination of effect – self explanatory.

Please mail the completed Section 106 form and all supporting documents to ODNR with the NatureWorks grant application. **Do not mail the Section 106 Form to the OHPO.** If you have questions please contact the ODNR Grants Manager or visit the OHPO website @ <http://www.ohiohistory.org/resource/histpres/services/106LandingPage.html>.

Thank you and good luck with your NatureWorks grant application!