The best little grant workshop in Arkansas,
or:

How I learned to stop worrying and love the red tape.
Outdoor Recreation Grants Program

www.outdoorgrants.com

FUN Park Grants

50/50 Matching Grants

John Beneke (interim)
(501) 682-1523

Randy Roberson
(501) 682-6946

Matt McNair
(501) 682-1227
ATTENTION!
URGENT NOTICE FOR ALL APPLICANTS

The ongoing public health crisis (COVID-19/coronavirus) may make public meetings unsafe. DO NOT HOLD PUBLIC MEETINGS UNLESS PUBLIC HEALTH OFFICIALS DECLARE IT SAFE. Applicants will NOT BE PENALIZED if they choose not to hold a public meeting.
<table>
<thead>
<tr>
<th></th>
<th>MATCHING</th>
<th>FUN PARK</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ELIGIBLE APPLICANTS</strong></td>
<td>All cities and counties</td>
<td>Cities with &lt;2,500 population, or, Unincorporated communities¹</td>
</tr>
<tr>
<td><strong>MAX AWARD</strong></td>
<td>$250,000</td>
<td>$75,000</td>
</tr>
<tr>
<td><strong>GRANT TYPE</strong></td>
<td>50/50 Matching Grant</td>
<td>No Match</td>
</tr>
<tr>
<td><strong>FUNDING</strong></td>
<td>Grantee reimbursed up to 50% of eligible project costs</td>
<td>Grantee given 100% of grant before project begins</td>
</tr>
<tr>
<td><strong>ELIGIBLE PROJECTS</strong></td>
<td>Development of outdoor recreation facilities, or, Land acquisition</td>
<td>Development of most outdoor recreation facilities²</td>
</tr>
<tr>
<td><strong>ENGINEER FEES</strong></td>
<td>Up to 12% of grant</td>
<td>Up to 12% of grant³</td>
</tr>
<tr>
<td><strong>ADMIN FEES</strong></td>
<td>Up to 10% of grant</td>
<td>Up to 10% of grant</td>
</tr>
</tbody>
</table>

¹ Unincorporated communities must be sponsored by county government
² Excludes splash pads, restrooms, concession stands, etc.
³ Engineer required for FUN Park Grant
Frequently Asked Questions

How often can I apply for funding?
Matching: Each year  FUN Park: Each year

How often can I receive funding?
Matching: Each year  FUN Park: Once every five years

Can funding be used as a match for any other grant?
No.

What procurement guidelines do I follow?
Grantees are responsible for following procurement laws applicable to their local jurisdiction for bidding and purchases.

What accessibility guidelines do I follow?
All grant-funded facilities must be wheelchair accessible and open to the public at all reasonable hours of the day.

Can I change my project after I have received funding?
You may reduce your project’s scope of work but cannot develop anything that was not included in the original application.
The Application Process


2. Matching and FUN grants have different requirements. Some items are time sensitive.

3. All applications must be postmarked by August 28, 2020.

4. Project Officers review applications to ensure all required materials have been submitted. Applications are then scored appropriately.

5. If a required material was not submitted with application, the Applicant will be notified and given adequate time to correct any deficiencies. Initial application scoring is final and cannot be adjusted in the deficiency period.

6. Applicant will receive a letter indicating their score and whether they have been invited to the Grant Hearings.

7. Applicant must submit up to 10 photos of the project’s site.

8. Applicant will present a 5-minute presentation in front of the Governor Appointed Outdoor Recreation Grants Advisory Committee.
## Important Dates to Remember

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 23</td>
<td>Last day to advertise a public meeting for maximum score</td>
</tr>
<tr>
<td>June 30</td>
<td>Last day to hold a public meeting for maximum score</td>
</tr>
<tr>
<td></td>
<td>Last day to conduct community outreach for maximum score</td>
</tr>
<tr>
<td></td>
<td>Last day to schedule a site visit for maximum score</td>
</tr>
<tr>
<td>August 27</td>
<td>Application Deadline</td>
</tr>
<tr>
<td>October 29</td>
<td>FUN Park Grant Hearings</td>
</tr>
<tr>
<td>October 30</td>
<td>Matching Grant Hearings</td>
</tr>
</tbody>
</table>
# Required Materials

## FUN Park Grant
1. Cover Sheet
2. Project Narrative
3. Estimated Project Cost
4. Proof of Land Control
5. City Council Resolution, or, Quorum Court Order

## Matching Grant
1. Cover Sheet
2. Project Narrative
3. Estimated Project Cost
4. SCORP Priority Assessment
5. Fund Source Assurance
6. City Council Resolution, or, Quorum Court Order
7. Proof of Land Control
8. Site Location Map
9. Site Plan
10. Project Boundary Map
Required for Land Acquisition

**Matching Grant**

1. Letter of Intent to Sell or Donate
2. Deed of Proposed Acquisition
3. Commitment for Title Insurance*
4. Plan for Delayed Development**

*Commitment for Title Insurance is only required if the land to be acquired does not come with a warranty deed

** Plan for Delayed Development is only required if the application is to acquire land that will not be immediately developed
# Required for Points

<table>
<thead>
<tr>
<th>FUN Park Grant</th>
<th>Matching Grant</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Site Visit</td>
<td>1. Site Visit</td>
</tr>
<tr>
<td>2. Site Plan at Site Visit</td>
<td>2. Site Plan at Site Visit</td>
</tr>
<tr>
<td>3. Public Meeting</td>
<td>3. Public Meeting</td>
</tr>
<tr>
<td>4. Letter from Licensed Design Professional</td>
<td>4. Letter from Licensed Design Professional</td>
</tr>
<tr>
<td>5. Quotes for Estimated Project Cost</td>
<td>5. Community Outreach</td>
</tr>
<tr>
<td></td>
<td>6. Table of Contents</td>
</tr>
<tr>
<td></td>
<td>7. Parks Committee</td>
</tr>
<tr>
<td></td>
<td>8. Advanced Site Plan</td>
</tr>
<tr>
<td></td>
<td>9. Fund Source Assurance</td>
</tr>
<tr>
<td></td>
<td>10. Improved Barrier Free Access</td>
</tr>
<tr>
<td></td>
<td>11. Improved Play Equipment</td>
</tr>
</tbody>
</table>
Public Meeting Requirements

Advertising the Meeting

1. Advertise at least 7 days in advance

2. Select advertising method
   - Newspaper
     - Proof of Publication
     - Newspaper Clipping
   - Posted Notice
     - Copy of Posted Notice
     - List of Posting Locations

Holding the Meeting

1. Hold at a time and place convenient for the community

2. Submit minutes of the meeting
   a) Include statements and suggestions from the general public

3. Submit a sign-in sheet
   a) Indicate the name, address, and organizational affiliation (if applicable)
Community Outreach Requirements

This activity encourages applicants to engage with special interest groups and under-served Parsons in your community who may not attend a public meeting. Advertising the public meeting does not count as community outreach.

In-Person Meetings  Social Media  Media Broadcast
Community Outreach Requirements

**In-Person Meetings**

1. Can hold multiple meetings per application

2. Must submit:
   
   a) Name of group contacted
   b) Date of contact or meeting
   c) Sign-in or registration sheet
   d) Minutes of meeting or notes of input received

3. Examples include:
   
   a) Ethnic/racial minority groups
   b) Persons with special needs
   c) Senior citizens
   d) School children
Community Outreach Requirements

**Social Media**

1. Can only be counted *once per application*

2. Must submit screenshot(s) of:
   - a) Name of posting organization
   - b) Date of posting
   - c) Content of post
   - d) Comments and responses, if any

3. Examples include:
   - a) Facebook
   - b) Twitter
Community Outreach Requirements

**Media Broadcast**

1. Can only be counted *once per application*

2. Must submit written statement from applicant’s CEO certifying:
   a) Type of media broadcast
   b) Name of broadcasting organization
   c) Summary of what was discussed

3. Examples include:
   a) Radio
   b) Television
SCORP Priority Assessment

The Statewide Comprehensive Outdoor Recreation Plan (SCORP) is a 5-year road map for improving outdoor recreation in Arkansas.

Applicants are encouraged to describe the way(s) in which their project meets one or more of the SCORP Priorities.

Responses in this category are only relevant to applicants who are invited to the Grant Hearings. The Committee may consider SCORP responses when making funding recommendations.
FUN Park Projects
Matching Grant Projects