



NRAC 14 CLEAN OHIO PROGRAM UPDATES

Funding Round 11

District 14 Funds Available: **Approximately \$6.4 million**

Deadline for Application Submittal: **February 28, 2017**

New** Applications will be allowed for eligible development activities for previously acquired Clean Ohio properties as a stand-alone application (without property acquisition). Evidence of purchase with Clean Ohio funds and a copy of the property deed required.

New Eligible Activities and Allowable Activities** have been clarified. Please check the NRAC 14 Handbook before planning your project. Each NRAC District has the authority to limit certain OPWC-allowable activities within their District.

New Annual Funding Cycle** in District 14 for the Clean Ohio Green Space Conservation Program. Funding rounds will open on or about September 1, and close on or about February 28 on an annual basis. NRAC 14 reserves the right to modify the cycle by notice.

Reminder An ODOT Certified Appraisal is not required** with the initial Application, but will be required by OPWC upon closing. NRAC 14 will accept a) the current property tax appraisal value from the Auditor's office and b) a written appraisal from a Real Estate Professional at the time of application submission.

Reminder A Preliminary Scoring Meeting** will be held by the NRAC 14 to review and discuss applications among Council members, prior to the Final Scoring Meeting. Applicants are encouraged to attend the meeting, which will be posted on the OPWC website <http://www.pwc.state.oh.us/GSCdefault.html>,

Reminder Appraisals** are a reimbursable expense of the Clean Ohio Green Space Conservation Program and costs should be included in submitted budgets.

Reminder Public Restrooms , Aesthetic Features, and Improvements/Additions to Existing Buildings** are allowable on property acquired with Clean Ohio funds, but cannot be part of the Clean Ohio funds or the match.

September 2016

NRAC

NATURAL RESOURCE ASSISTANCE COUNCIL

DISTRICT 14

HANDBOOK & METHODOLOGY

This District 14 Handbook is to be used in addition to the OPWC Clean Ohio Program Application

- **NRAC District14 Principles & Eligibility**
- **Clean Ohio Application Guidelines**
- **Project Selection Process**
- **Supplemental Materials**
- **NRAC District 14 Scoring Methodology**



*****Updated August 2016***

***** Applicable beginning Funding Round 11***

DISTRICT 14 PRINCIPLES:

District 14 Natural Resources Assistance Council (NRAC 14) serves Carroll, Columbiana, Coshocton, Guernsey, Harrison, Holmes, Jefferson, and Tuscarawas counties in eastern Ohio. NRAC 14 is responsible for selecting projects eligible to receive funding from the Clean Ohio Green Space Conservation Program. These projects must promote the development and improvement of open space, and the protection and enhancement of riparian corridors and watersheds. NRAC 14 observes the following principles in evaluating projects for funding:

1. Preserve natural areas or open space.
2. Restore landscapes that have been degraded or destroyed.
3. Enhance the quality of natural areas or open space
4. Link natural areas to each other or to county cultural and civic heritage areas.
5. Provide public access to natural areas and/or community cultural and civic heritage areas.

NRAC 14 Council Members are listed within this Handbook, and are available to answer any questions regarding the application process.

FUNDING:

Grant funds up to 75% of the estimated total Project Cost are available. Local Match of no less than 25% of the total Project Cost is required. Local Match can be provided as contributions of money by any person, local political subdivision, or the federal government. Local Match can also be in-kind contributions through the purchase or donation of equipment, land, easements, interest in land, or labor and materials necessary to complete the project. Guidelines found at: <http://www.pwc.state.oh.us/Documents/PMInKindReportingInstructions.pdf>

ELIGIBILITY:

Eligible Applicants:

- A. Local Political Subdivisions (Counties, Cities, Villages, Townships, Soil & Water Conservation Districts, Joint Recreation Districts, Park Districts or Authorities
- B. Tax-Exempt Non-Profit Corporations, which one of its designated activities is directly related to the purposes for which Clean Ohio Conservation grants are issued

Eligible Project Activities:

- A. Acquisition – required for Open Space Acquisition projects
 - 1) Fee Simple Purchase – including acquisition of land and structures
 - 2) Easement Purchase
 - 3) Transfer of Conservation Easement

- B. Planning and Implementation
 - 1) Appraisal (costs for appraisals should be included within submitted budget)
 - 2) Closing Costs
 - 3) Title Search
 - 4) Environmental Assessments
 - 5) Design
 - 6) Restoration, including Invasive species removal (only one time)
 - 7) Enhancement of Facilities (development activities) necessary to make the open space accessible and useable by the general public, and providing for accessibility with the *Americans with Disabilities Act (ADA)*, to include:
 - Parking Lots, Kiosks/Signs, and Fencing
 - Benches, Trash Receptacles, and Observation Decks
 - Recreational Trails and Pedestrian Bridges
 - Dog Parks with a small footprint relative to the park’s size
 - Demolition of structures on the property
 - 8) Permit, Necessary Advertising, and Legal documents

- C. Eligible Development Activities on previously acquired Clean Ohio properties, including those listed above under “Planning and Implementation”.

In-Eligible Activities:

- A. Administrative services incurred by the applicant, maintenance, taxes

- B. Acquiring open space for “active recreation” such as baseball diamonds, tennis courts, motocross trails, RV parks, buildings for well fields, etc.

- C. Riparian corridor projects that initiate or perpetuate hydro-modification such as dams, ditch development, or channelization

- D. Shelter houses, restrooms, fountains, statues, monuments, landscaping and other decorative items are permitted but cannot be part of the Clean Ohio funding or match. Existing buildings can be retained, or improvements to existing buildings if conducive to passive recreation (maintenance, nature center, etc.)

Application Submission Guidelines:

The following materials **MUST** be submitted for each project in the following order:

1. **OPWC Clean Ohio Conservation Fund Application:** The application is available from the OPWC website: <http://www.pwc.state.oh.us/GSCApplication.html>
 - a. Include OPWC Application Attachment A, which is included as the final page of the application itself.
 - b. Include all documents as requested on Page 6 of the OPWC application.
 - c. Applicant Certification on page 6 should be signed in blue ink.
 - d. **Green Space Program Guidance and Forms can be located at:**
<http://www.pwc.state.oh.us/GSCAdvisories.html>
2. **District 14 Methodology:** The Methodology is included in this Handbook. With the exception of #26, please self-score your application. This does not mean the reviewers will score in the same manner. Page numbers are required for reference.
3. **Supporting Documentation:** Please review all Supplemental Instructions & Explanation of Required Documentation included in this Handbook. This is a detailed list of items that correspond with the OPWC Clean Ohio Green Space Conservation Fund Application. Failure to include the required documents requested in this section can result in your application not being ranked.

Please submit your Green Space Conservation Program application materials as follows:

- Hard copies- submit **one (1) original and twelve (12) copies** of each document.
- All materials must be typed in **size 11 font or larger**.
- The original copy must show **original signatures in blue ink** for all resolutions, agreements, cost proposals, letters of support, purchase agreements, partnerships and supporting documentation on appropriate letterhead.
- The **original copy must be single sided**; the copies can be double-sided.
- All copies should be stapled on the top left-hand side, **do not bind the applications** or the copies. **Do not staple the original.**

Project Selection Process:

The OPWC Clean Ohio Conservation Fund Application, the completed District 14 Preliminary Screening and Methodology forms, and all supporting documentation must be submitted to the designated location, by the date and time indicated. Late applications will not be accepted. Be certain to follow the enclosed "Application Submission Guidelines" to avoid disqualification.

Submit Applications to:

<p>Trina Woodland, NRAC 14 Liaison Ohio Mid-Eastern Governments Association 326 Highland Avenue, Suite B Cambridge, OH 43725 (740) 439-4471 x. 201 (office) ** (740) 439-7783 (fax)</p>

- ✓ The date and time the Liaison receives the Clean Ohio Conservation Fund Application will be indicated on the Application.
- ✓ One copy of each Application will be sent to each NRAC member. Each member will review the Applications prior to a Preliminary Scoring Meeting.
- ✓ A Preliminary Scoring Meeting of the NRAC will be scheduled and posted on the OPWC website. Applicants are encouraged to attend this meeting to answer questions by the NRAC members regarding their project.
- ✓ NRAC members will score each Application, with the exception of the Discretionary Points allowable under Item #26 of the District 14 Methodology. Scores will be forward to the District Liaison, who will calculate the average score for each project and pre-rank the projects.
- ✓ A Final Scoring Meeting will be held, wherein applicants may address the NRAC prior to the assigning of Discretionary Points. Projects will be re-ranked, and the NRAC will vote to accept the projects. Funds are awarded beginning with the top-ranked project, until all funds are allocated.

****Proposed projects that do not obtain a minimal final score of at least 40% (68 points) of the total possible points (170 with the maximum Discretionary Points allotted) will only be funded in whole or in part upon an affirmative vote of 2/3 of NRAC committee members in attendance at the Final Scoring Meeting, and is contingent upon funding availability.** (Project Selection Process revised August 2015)

SUPPLEMENTAL MATERIALS

Table 1- Unemployment and MHI Data

Table 2 – NRAC 14 Council Members

Supplemental Guidance to Methodology

Supplemental Guidance to Required Documents

In order that we might contact you with any changes
to the program or meeting dates/times...

**PLEASE INFORM THE DISTRICT 14 LIAISON
OF YOUR PLANNED PROJECT**

trinaw@omegadistrict.org

(740) 439-4471 x.201

- Project Name
- Project County
- Contact Name
- Phone Number / Email

NRAC 14 Handbook TABLE 1

COUNTY-LEVEL UNEMPLOYMENT AND MEDIAN HOUSEHOLD INCOME*										
	Unemployment Rate							Median Household Income		
	2011	2012	2013	2014	2015	5-year Average	> 125% State Average	2014	% of State MHI	Points**
Ohio	8.8	7.4	7.5	5.8	4.9	6.88	N/A	\$49,349	N/A	N/A
Carroll	10.2	7.9	7.9	6.1	5.9	7.6	No	\$46,177	93.6%	1
Columbiana	10.2	8.2	8.3	6.5	5.9	7.82	No	\$42,645	86.4%	2
Coshocton	11.5	10.1	9.8	7.5	6.3	9.04	Yes	\$41,547	84.2%	2
Guernsey	10.8	9.0	8.7	6.7	6.3	8.3	No	\$41,940	85.0%	2
Harrison	10.7	8.5	7.9	6.0	6.3	7.88	No	\$42,582	86.3%	2
Holmes	6.3	5.1	5.2	4.0	3.4	4.8	No	\$50,069	101.5%	0
Jefferson	12.0	10.9	10.9	8.1	7.4	9.86	Yes	\$40,148	81.4%	2
Tuscarawas	9.3	7.4	7.3	5.5	5.4	6.98	No	\$46,128	93.5%	1

Notes

*This information is based on the USDA Economic Research Service <http://www.ers.usda.gov/data-products/county-level-data-sets/unemployment.aspx> This will be updated for each funding round.

To qualify as high unemployment per Clean Ohio regulations a county's unemployment must be 125% higher than state average for last 5 years. Currently, the 5-year unemployment average must be greater than 10.9% to qualify as high unemployment.

**To obtain points for low income:

(Updated June 2016)

MHI % Greater than	MHI But Less than	Points
100%		0
90%	100%	1
80%	90%	2
	Below 80%	3

NRAC District 14 Members <See OPWC Website>

SUPPLEMENTAL GUIDANCE FOR COMPLETING THE NRAC 14 METHODOLOGY

Definitions, Sources for Information, and Required Documentation

NOTE: Category numbers correspond with the NRAC 14 Methodology Form. Please review OPWC'S "Glossary of Terms for Clean Ohio Grant Application and Model Methodology" for definitions of many of the terms used below. This can be found at:

<http://clean.ohio.gov/GreenSpaceConservation/Documents/GLOSSARY2001.pdf>

***Modified Aug. 2016 to reflect allowable Phase 2 projects to previously purchased Clean Ohio properties*

Category		Sources for Information and Required Documentation
1	Ownership of Timber/Mineral Rights	Provide a copy of the Property Deed and/or other documentation to prove ownership
2	Open Space Planning that incorporates aesthetically pleasing and ecologically informed design	Design which protects existing or restored habitats and creates a superior educational and recreational area, without an easement negatively impacting design
3	Enhances economic development that relies on recreational and ecotourism in areas of relatively high unemployment and lower incomes	See enclosed Table 1 for high unemployment and low-income definitions. <u>Ecotourism:</u> "Forms of tourism which avoids adverse environmental consequences while contributing to local economy. Ecotourism businesses are owned and operated by local people.
4	Protects habitat for rare, threatened and endangered species, Increases high quality, viable habitat for plant and animal species	The property must be in a location that has rare, threatened or endangered species. The land must match a habitat description for one of the species. Below is a link to a website that lists all the species and their habitat description by county and all the species found in Ohio. http://www.fws.gov/midwest/endangered/lists/ohio-cty.html . US Fish and Wildlife has developed Habitat Suitability Index to compare a habitat against an optimal habitat.*

5	Preserves or Restores existing high-quality wetlands or other scarce natural resources	Wetlands are those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs and similar areas (40 CFR 230.3(t)). County Soils and Water or the Natural Resources and Conservation Service (NRCS) can provide documentation. A description of wetlands restoration methods can be found at: http://ohiodnr.com/dnap/wetlands/restoration/tabid/1003/Default.aspx
6	Inclusion of pedestrian or bicycle linkages to other open-space preserves and population centers	Provide maps that show the other open-space preserves and or population centers
7	Enhances educational opportunities and provides physical links to schools and after school centers	Provide letters from schools /educators that they will utilize the property and/or maps illustrating the linkage to schools or after-school centers
8	Preserves or restores water quality, natural stream channels, functioning floodplains, wetlands, and stream side forest functions	ODNR has Stream management brochures that can be downloaded from: http://soilandwater.ohiodnr.gov/water-conservation/stream-restoration They cover a variety of topics. Your restoration/preservation project should follow these guidelines.
9	Reduces or eliminates nonnative, invasive species of plants or animals	List the species that are on the site and that you propose to remove. Species must appear on ODNR Division of Wildlife - Wild Resources - Invasive Species List that can be found at http://ohiodnr.gov/invasivespecies
10	Allows proper management of areas where safe hunting and trapping may take place in a manner that will preserve balance of natural ecosystems	Describe what you are going to do, not just say the property is open for hunting. Information can be found at: http://wildlife.ohiodnr.gov/hunting-trapping-and-shooting-sports/hunting-trapping-regulations/general-information and http://codes.ohio.gov/oac/1501%3A31-9

11	Increase habitat protection	Management focus that de-emphasizes individual species, focusing on maintaining habitat, ecosystem quality. US Fish and Wildlife has developed Habitat Suitability Index to compare a habitat against an optimal habitat.
12	Inclusion as part of stream corridor-wide or watershed-wide plan	Provide the name and author of the plan and a copy of the section of the plan that covers your project or a link to a website containing the plan.
13	Provides multiple recreational, economic and aesthetic preservation benefits	Give a brief description of how your proposed activity(s) will meet more than one benefit
14	Preservation or restoration of floodplain and streamside forest functions.	See #8
15	Preserves headwater streams	A stream that has a watershed less than or equal to 20 square miles. http://www.epa.state.oh.us/dsw/wqs/headwaters/index.aspx . See #16
16	Restores and preserves aquatic biological communities.	Describe how your project will accomplish this. ODNR has Stream management brochures that can be downloaded from:: http://soilandwater.ohiodnr.gov/water-conservation/stream-restoration They cover a variety of topics. Your restoration/preservation project should follow these guidelines
17	Level of Coordination	Must provide a Cooperative Agreement between applicant and each group listed.
18	Describe the economic, social, and environmental benefits	Proved details and documentation. Do not just say this will improve our economy because eco-tourism is big. Describe your plans to make it an eco-tour spot.
19	Public Access	Describe times when property is open to the public
20	Readiness to Proceed	Provide letter from landowner (If applicant gets grant, I will sell), or purchase agreement from landowner, or deed with Clean Ohio proof.
21	Operation and Maintenance	Provide a copy of your Operation and Maintenance Plan or a statement that proves you have a plan in place.
22	Describe Capacity and experience of applicant organization and the partnership to carry out this project.	If a different entity will maintain or operate the property, please provide an agreement. Provide information on your/their experience with operation and maintenance. Provide details.

23	In concert with publicly adopted or other regional community or watershed plan?	Provide a link to the plan if there is a website, or provide a copy of the section of the plan that covers your project. Provide a copy of the resolution adopting the plan
24	Benefit multiple political subdivisions	List the political subdivision and describe how your project benefits each one.
25	Protects Ohio's natural heritage, high quality of a regionally threatened biological community, state NHI ranked rare species or a globally endangered species or biological community.	Natural Heritage: species, communities, and physical features present in Ohio at the time of the first European Settlement. http://www.fws.gov/midwest/endangered/lists/ohio-cty.html .
26	Briefly indicate any additional project benefits or considerations you would like the committee to consider in evaluating you application.	Back your claim of additional benefits with documentation.

IMPORTANT: Other Required Information

1. Public Participation (ORC164.23.10)

Provide proof about public participation in the planning. This can be copy of the notice for your regular meetings where this was discussed and minutes from the meeting

2. Resolutions of Support (ORC 164.23B1)

a. *Must be a resolution of support from the county in which the project is located **and***

If located within one township, copy of resolution of support

If located within one municipal corporation, resolution of support

If located in more than one but less than five townships or municipalities, copies of resolutions from ½ of the total.

If located in five or more townships or municipalities, resolutions of support from 3/5's of the total

b. *If you are a park district, you must consult with the legislative authority of each county, townships and municipalities in which the proposed project is located.*

SUPPLEMENTAL GUIDANCE FOR PROVIDING CLEAN OHIO DOCUMENTATION

****Explanation of Required Documentation****

Adopted August 11, 2009-Revised July 2012, August 2014, August 2015

Following is a list of items that need to be included with your application for Clean Ohio funds. They are numbered to correspond with the OPWC grant application. These attachments will help the NRAC better understand and review your application. Please provide attachments in the order listed below. The original copy of the grant application must include all attachments, letters, resolutions, cost estimates, financial certifications, signed in blue ink. Failure to include requested documentation can result in your application not being ranked.

A. All public entity applicants must provide their OPWC Subdivision Code Number :

<http://www.pwc.state.oh.us/sfips.txt>.

B. If you are a nonprofit applicant provide a copy of your IRS letter verifying your tax-exempt status. Provide a list of officers and board members with contact information. Certify that you are currently registered with the Ohio Attorney General's Office.

http://www.ag.state.oh.us/business/pubs/char/reg_filing_deadline.pdf

1.1 Project Estimated Costs: Provide the following information for any eligible costs related to the project.

a.) Acquisition Expense

Fee Simple:

Copy of the current appraised tax value for each parcel from the County Auditor and a letter from a local real estate agency stating what they would list the property for if they were selling it. (*Revised August 2015*)

****Separate the cost of the land and the structures (if any).**

Note: A copy of a certified appraisal, performed by an Ohio Department of Transportation Prequalified Appraiser credentialed in value analysis, is required by OPWC if the grant is approved. Include this cost within the budget of the application.

Easement:

Copy of the current appraised tax value for each parcel from the County Auditor and a copy of the certified appraisal performed by an Ohio Department of Transportation Prequalified Appraiser who is credentialed in value analysis. This must be part of the application.

Other – Contact District 14.

b.) Planning and Implementation:

Appraisal - provide a fee proposal from an Ohio Department of Transportation Prequalified Appraiser who is credentialed in value analysis

Closing Costs - provide a fee proposal from a title company

Title Search - provide a fee proposal from a title company

Environmental Assessments (EA) - provide a fee proposal from a firm qualified to do EA's.

Design - provide a fee proposal from a registered engineer/architect

Other Eligible Costs - provide a fee proposal from the appropriate source. For example, for a survey, a fee proposal from a licensed surveyor.

c.) Enhancement of Facilities (development activities)

A preliminary itemized cost estimate from a registered engineer/architect or from a licensed contractor. Proof of ownership is required for improvements to Clean Ohio-purchased properties.

d.) Permits Advertising, Legal:

Documentation will be required if requested by the NRAC during the review period.

e.) Contingencies: no documentation required.

1.2 Project Financial Resources:

a.) In-kind contribution

Must follow OPWC regulations that are found at:

<http://www.pwc.state.oh.us/Documents/PMInKindReportingInstructions.pdf> The form can be found at: <http://www.pwc.state.oh.us/GSCProjectManager.html>

Force Account Labor (applicant's own employees) include wage rate (with fringes) included, hours estimated.

Volunteered Labor If the applicant has paid employees; the volunteers are paid the same rate (excluding fringes). If they have no paid employees, the rate is \$10.00/hour.

Equipment – Use the latest posted ODOT' Equipment Rates. This is listed on the Clean Ohio Project Manager's page. <http://www.pwc.state.oh.us/GSCProjectManager.html>

Provide documentation for your in-kind contribution of labor and equipment (number of hours, numbers of workers, what work will be performed, what kind of equipment)

Material – Price quotes from appropriate sources (example, for plants, a nursery) No administrative charges can be added.

Land – For all acquisition, including easements, a copy of the current appraised tax value, tax map, deed and legal description must be included. An option to purchase or a notarized letter of intent by the landowner indicating that if the applicant receives a grant, he is willing to sell the property for the price listed in section 1.1.

Provide information on existing easements and mineral rights. This is usually found in the deed.

If the landowner from who you are acquiring the property says that they will donate a certain percentage of the cost, a letter is required from the owner stating this.

Example 1: The property you wish to buy is appraised at \$100,000. The property owner agrees to accept \$75,000 for the property, thus the \$25,000 is the local match for the project.

Example 2: You are buying 10 acres for \$40,000 (\$4,000/acre) from Mr. Jones. Mr. Jones says he will donate another two acres free. Those 2 acres would be worth \$8,000 (2 x \$4,000) toward the local match requirement. **NOTE: THIS LAND MUST BE CONTIGUOUS TO THE PROPERTY YOU ARE BUYING WITH NRAC FUNDS, OR A PART OF THE APPLICANT'S OVERALL OPEN SPACE COMPREHENSIVE PLAN, OR ADJACENT TO OTHER LAND OWNED/MAINTAINED BY THE GRANT APPLICANT AS OPEN SPACE. IT MUST BE LAND THAT MEETS THE NRAC DISTRICT 14 CRITERIA.** This land has to be identified by parcel number and a copy of the tax map, current appraised tax value, deed, and legal description must be included.

b.) Applicant's own funds

Signed statement from the chief financial officer.

c.) Other Public Revenues

A grant agreement or a letter stating the status of the request for funds from the public agency to which the request has been made. If another political subdivision is providing funds or labor, provide a resolution from them stating the amount and availability of funds.

d.) Private Contributions

These contributions must be listed on the letterhead of the agency or company making the donation. A contact name and number must be included. If the contribution is from a private individual, a signed statement from them stating the donation must be included.

Volunteered Labor - see above

Equipment – see above

Material - see above

Land – see above

Cash - see above

e.) Clean Ohio Conservation Funds from another NRAC District (for multi district projects)

Letter from the other NRAC district that this project has been ranked and selected for funding, or a copy of the grant agreement.

1.3 Availability of Local Funds

As stated in the application, a statement signed by the chief financial officer that all the funds and contributions listed above, not just the applicants’ share, will be available for the project.

1.4 Partnerships

As stated in the application list any partnership with other sources (i.e. is this part of a larger project or plan) If this project is part of a larger project or a plan, provide the name, date, and the plan preparer. Include copies of the portion of the plan that include your project. If it is part of a larger project, provide a description of the project, its status, and a contact person if it is not administered by you. This must be a plan that has been

adopted/accepted/approved by the government agency (for example, a countywide park plan must have been adopted by the county commissioners or park board if a park district).

2.0 Project Schedule - Described in application.

3.0 Project Description

If project is multi-jurisdictional, describe briefly and attach documentation that the different jurisdictions are actively participating in the project.

For all acquisition projects, a copy of the tax map, deed and legal description must be included. An option to purchase or a letter from the landowner indicating he is willing to sell the property for the price listed in section 1.1.

A. Specific Location – Described in application. Attach a map and directions to the proposed site.

B. Project Components:

Acquisition projects must include the acreage. Include related specific tasks like surveying and title work.

If you have included any costs for construction or development or enhancement of facilities describe what you are doing to do and why. Open space funds can be used for access to site; parking lots, trails, benches, trash receptacles, observation decks, kiosks/signs, fencing, plantings for restoration (not landscaping), and invasive species removal. If there is a ditch along the road and you need a pedestrian bridge to get to the site; that is eligible. Describe the specific work to be done. For example, a 10' long by 6' wide wood plank bridge. Use the cost estimate you had prepared to get the description.

If you are doing stream bank restoration describe it. Example: We are going to install rip rap along 150 l.f. of the north side of Critter Creek from point a. to point b. We are going to plant osier willows along the south bank for the same length.

C. Define Terms of Easements as per ORC Section 124.6:

“ORC 124.6A) The director of the Ohio Public Works Commission shall establish policies related to the need for long-term ownership, or long-term control through a lease or the purchase of an easement, of real property that is the subject of an application for a grant under sections 164.20 to 164.27 of the Revised Code and establish requirements for to be submitted by grant applicants that is necessary for the proper administration of this division. The policies shall provide for proper penalties, including grant repayment, for entities that fail to comply with the long-term ownership or control requirements established under this division.”

D. Access – Described in Application

E. Ownership/Management/Operation

Tell who will own, operate and maintain the property. If a different entity will maintain or operate the property, please provide an agreement. Provide information on your/their experience with operation and maintenance. Will it be volunteers? Will it be paid employees? Do you have the equipment needed?

All land purchased by Clean Ohio funds must have deed restrictions regarding perpetuity as open space. Include OPWC Proposed Declaration of Restrictions: see the following link for the form that must be submitted with the application
<http://www.pwc.state.oh.us/GSCProjectManager.html>

4.0 Project Officials - Described in application

5.0 Attachments/completeness review - Described in application

6.0 Applicant Certification – Described in application



PRELIMINARY PROJECT SCREENING

APPLICANT			
PROJECT NAME			
CONTACT PERSON		PHONE	EMAIL

PROJECT CHECKLIST: If “no” to any item below, the project is disqualified. Enter page number.

YES	NO		PAGE #
		Complete application received by deadline	
		Purchase Option on property, Letter from willing seller, or Property Deed (phase2)	
		Long term plan for property	
		Draft Deed restrictions	
		Resolutions of Support	
		Appraised Value documentation (Acquisitions only)	

✓ PROJECT PURPOSE: Projects must involve at least one of the following from A or B, below.

A) OPEN SPACE PROJECTS

	Acquires land for Parks
	Acquires land for Public Forests
	Acquires land for Wetland Preservation or Restoration
	Acquires land for Other natural Areas
	Acquires land for Connecting Corridors for Natural Areas
	Open Space Acquisition
	Permanent Conservation Easement
	Constructs/Enhances Facilities to make open space area Accessible and Useable by the General Public

B) RIPARIAN CORRIDORS OR WATERSHED PROJECTS

	Protects and Enhances Riparian Corridors or Watersheds, including the Protection and Enhancement of streams, rivers, lakes, and other waters of the state.
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PROJECT ELIGIBILITY: If “yes” to any of the items below, the project is ineligible.

YES	NO	
		Includes hydro-modification projects such as dams, dredging, sedimentation, bank cleaning, ditch development, or channelization
		Accelerates untreated water runoff
		Funds current legal obligations under state or federal laws or local ordinances
		Funds facilities other than those required to provide public access to or use of open space
		Funds facilities for active recreation such as tennis courts, ball fields, or rec centers



NRAC 14 SCORING METHODOLOGY

Clean Ohio Green Space Conservation Program Applications are scored on the following criteria and ranked accordingly. Project scores will be used to make recommendations to OPWC for grant funding. Briefly address each criteria within the OPWC application, and list below the Page Number where the information may be found by the NRAC 14 scorer.

#	POINTS	CRITERIA	PAGE #
1		<p>Ownership of Timber/Mineral Rights (max 20 points)</p> <ul style="list-style-type: none"> a) Rights are owned by the seller and transferred to buyer w/ a mineral right survey from the 1890s (20 points) b) Surface rights are owned by the seller and transferred to the buyer (10 points) c) Held by production or currently leased without surface controls (0 points) 	
2		<p>Support of Comprehensive Open Space Planning and incorporation of aesthetically pleasing and ecologically informed design (max 2 points)</p> <ul style="list-style-type: none"> a) Any existing easements that would be detrimental to open space and ecological design? (yes, 0 points) b) Have the development rights been sold? (yes, 0 points) 	
3		<p>The Enhancement of Economic Development that relies on recreation and ecotourism in areas with relatively high unemployment and lower incomes. (max 10 points)</p> <ul style="list-style-type: none"> a) Must qualify as high unemployment per Table 1 (3 points) b) Must qualify as low income per Table 1 (3 points) c) Must describe the proposed recreation and ecotourism (See Clean Ohio <i>Glossary of Terms</i>, max of 4 points) 	
4		<p>The Protection of Habitat for rare, threatened, and endangered species or the Preservation of high quality, viable Habitat for plant and animal species (max 6 points)</p> <ul style="list-style-type: none"> a) Protection of rare, threatened or endangered species (max 3 points) b) Preservation of high quality, viable habitat (max 3 points) 	
5		<p>Preservation of Existing, High-quality Wetlands or other scarce natural resources within the geographical jurisdiction of Council (max of 6 points)</p> <ul style="list-style-type: none"> a) If not qualified as an OEPA wetland classification III (0 pts, maximum of 3 points) b) Documentation that proves it is a scarce natural resource (maximum of 3 points) 	



#	POINTS	CRITERIA	PAGE #
6		Inclusion of Pedestrian or Bicycle Linkages to other open space preserves and population centers (max 10 points) a) Acquiring or expanding the linkage (max 5 points) b) Providing information on actual path construction (max 5)	
7		Enhancement of Education Opportunities and provision of physical links to schools or after-school centers (max 2 points) a) 1 Point per qualifying Letter of Support (max 2 points) b) 1 Point for documentation showing actual physical link to school or after-school center	
8		Preservation or Restoration of Water Quality, Natural Stream Channels, functioning Floodplains, Wetlands, and Streamside Forest and other natural features that contribute to the quality of life in this state and to the state's natural heritage (max 6 pts) a) Preservation (maximum of 3 points) b) Restoration (maximum of 3 points)	
9		Reduction or Elimination of Nonnative Species of Plants or Animals (maximum of 2 points) a) Must supply list of plants/animals and provide method of removal and a time frame	
10		Proper Management of Areas where Fishing, Hunting, and Trapping may take place in a manner that will preserve a balanced natural ecosystem. (maximum of 2 points)	
11		Increase of Habitat Protection. Provide Plan. (max 2 points)	
12		Inclusion as part of a Stream Corridor-wide or Watershed-wide Plan. Include name of Plan and copy of page(s) that apply to the project. (maximum of 2 points)	
13		Provision of <u>multiple</u> Recreational, Economic, and Aesthetic Preservation Benefits. (max 10 pts – maximum of 3 each, plus 1 extra for 2 or more categories included) a) Recreational (max 3 pts) b) Economic (max 3 pts) c) Aesthetic (max 3 pts)	
14		Preservation or Restoration of Floodplain and Streamside Forest functions (maximum of 2 points)	
15		Preservation of Headwater Streams (maximum of 2 points)	
16		Restoration and Preservation of Aquatic Biological Communities (maximum of 2 points)	
17		The Level of Coordination among Political Subdivisions, State Agencies, Federal Agencies, Conservation Organizations, and Local Business Groups. Coordination means actual participation	



	XXXXX	by one or more of the entities listed in ORC Sec.164.24(A)(4) and not including the applicant. The entity's participations shall be documented in cooperation agreements with the applicant. 1 point will be given for each entity actively participating in the project. (maximum of 6 points)	XXXXX
#	POINTS	CRITERIA	PAGE #
18		Relative Economic, Social, and Environmental Benefits the proposed project will bring to the Council's geographical area as compared with other proposed projects. (max 9 points) a) Economic (max 3 pts) b) Social (max 3 pts) c) Environmental (max 3 pts)	
19		The General Public will be given Access to the Project Area upon the completion of the project, at no charge (max 2 points)	
20		Readiness of Applicant to Proceed (max 10 points) a) No commitment from landowner (0 pts) b) If-Come Letter from landowner (5 pts) c) Purchase agreement from landowner (10 pts) d) Design completed for previously acquired Clean Ohio properties (10 pts)	
21		Operation and Maintenance once project is complete (max 6 pt) a) O&M Plan in place (6 points) b) No O&M Plan in place (0 points)	
22		Project Management Experience with similar or related projects (maximum of 6 points) a) Applicant/partners demonstrate high ability and experience to complete project (6 points) b) Applicant/partners demonstrate moderate ability and experience to complete project (3 points) c) Applicant/partners demonstrate limited ability and experience to complete project (1 point)	
23		Project is in concert with publicly adopted Regional or Community Plan (max 3 points) a) <u>Project</u> identified as important in the plan (3 points) b) <u>Area</u> is identified as important in the plan (2 points) c) Project identified as consistent with plan (1 point)	
24		Regional Significance of Project (max 9 points) a) Project benefits multi-county area or other NRACs (9 pts) b) Project benefits primarily one county (6 points) c) Project benefits multiple local subdivisions within one county (3 points)	



#	POINTS	CRITERIA	PAGE #
25		Natural Resource Viability (maximum 3 points) a) Project protects a globally endangered species or biological community (3 points) b) Project protects 1-5 state NH-ranked rare species (2 pts) c) Project protects a high quality example of regionally endangered or threatened biological community or an important example of Ohio's natural heritage (1 point)	
26		Other Factors Relative to Project (maximum 30 points) Applicant may attach or include below a brief, concise narrative (one page limit, no less than 11 size font) supporting the project for use by NRAC 14 members in assigning discretionary points.	



Ohio Public Works Commission
Clean Ohio Fund - Green Space Conservation Program
Application for Financial Assistance

IMPORTANT: Please consult "Instructions for Financial Assistance", for guidance in completion of this form.

Applicant

Applicant: _____

District Number: _____ Subdivision Code: _____ Date: _____

Contact: _____ Phone: _____
(The individual who will be available during business hours and who can best answer or coordinate the response to questions)

Email: _____ FAX: _____

Project

Project Name: _____

County: _____ Zip Code: _____

Applicant Type

(Select one)

- | | |
|-----------------------------|---------------------------------|
| County (1) | Conservation District (6) |
| City (2) | Soil & Water (7) |
| Township (3) | Joint Recreational District (8) |
| Village (4) | Park District / Authority (9) |
| Nonprofit Organization (10) | |
| Other (11) _____ | |

Funding Request Summary

(Automatically populates from page 2)

Total Project Cost: _____ .00
 Funding Requested: _____ .00

Project Emphasis

(Automatically populates from Attachment A)

Primary: _____
 Secondary: _____

NRAC Recommendation (To be completed by the NRAC)

NRAC Priority: _____

Amount: _____ .00

For OPWC Use Only

Status

Project Number: C _____

Release Date: _____

OPWC Approval: _____

Funding Summary

Grant Amount: _____ .00

Local Participation: _____ %

OPWC Participation: _____ %

1.0 Project Financial Information (All Costs Rounded to Nearest Dollar)

1.1 Project Estimated Costs

Acquisition

Fee Simple	a.) _____	.00
Easement	b.) _____	.00
Total Acquisition Costs	c.) _____	.00

Planning and Implementation

Appraisal	d.) _____	.00
Survey	e.) _____	.00
Title Work	f.) _____	.00
Closing Costs	g.) _____	.00
Environmental Assessments	h.) _____	.00
Other _____	i.) _____	.00
_____	_____	.00
_____	_____	.00
_____	_____	.00
Total Planning and Implementation	k.) _____	.00
Site Improvements	l.) _____	.00
Permits, Advertising, Legal _____ %	m.) _____	.00
Contingencies	n.) _____	.00 _____%
Total Estimated Costs	o.) _____	.00 <u>100</u> %

1.2 Project Financial Resources

Local Resources

Local In-Kind or Force Account	a.) _____	.00
Applicant Contributions	b.) _____	.00
Other Public Revenues		
Land Water Conservation Fund	d.) _____	.00
Nature Works	e.) _____	.00
Ohio Environmental Protection Agency	f.) _____	.00
Ohio Department of Natural Resources	g.) _____	.00
Other _____	h.) _____	.00
Private Contributions: (e.g. Land Donation)	i.) _____	.00
Subtotal Local Resources	j.) _____	.00 _____%

Clean Ohio Funds

Funds this NRAC	k.) _____	.00
Funds another NRAC	l.) _____	.00
Subtotal Clean Ohio Funds	m.) _____	.00 _____%
Total Financial Resources	n.) _____	.00 <u>100</u> %

1.3 Availability of Local Funds

Attach a statement signed by the *Chief Financial Officer* listed in section 5.2 certifying *all local resources* required for the project will be available on or before the earliest date listed in the Project Schedule section. The OPWC Agreement will not be released until the local resources are certified. Failure to meet local share may result in termination of the project. Applicant needs to provide written confirmation for funds coming from other funding sources.

1.4 Partnerships

List any partnership with other sources (i.e. is this part of a larger project or plan):

2.0 Project Schedule

2.1 Planning and Implementation	Begin Date: _____	End Date: _____
2.2 Land Acquisition / Easements	Begin Date: _____	End Date: _____
2.3 Site Improvements	Begin Date: _____	End Date: _____

Failure to meet project schedule may result in termination of agreement for approved projects. Modification of dates must be requested in writing by project official of record and approved by the Commission once the Project Agreement has been executed.

3.0 Project Description

A: SPECIFIC LOCATION (Supply a written location description that includes the project boundaries; although a map is required it does not replace this requirement. Include parcel numbers, noting if partial, and the number of deeds.) 1000 character limit.

B: PROJECT COMPONENTS (Describe the various components and attach proposed deed restrictions) 2,000 character limit.

C: Terms of Easements: 500 character limit.

D: Access: (Location, if open to public, hours, public participation in planning process) 500 character limit.

E: Ownership / Management / Operation: 500 character limit.

4.0 Project Officials

Changes in Project Officials must be submitted in writing from an officer of record.

4.1 Chief Executive Officer (Person authorized in legislation to sign project agreements)

Name: _____

Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

FAX: _____

E-Mail: _____

4.2 Chief Financial Officer (Can not also serve as CEO)

Name: _____

Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

FAX: _____

E-Mail: _____

4.3 Project Manager

Name: _____

Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

FAX: _____

E-Mail: _____

5.0 Attachments / Completeness review

Confirm in the boxes below that each item listed is attached (Check each box)

A certified copy of the authorization by the governing body of the applicant authorizing a designated official to sign and submit this application and execute contracts. This individual should sign under 6.0, Applicant Certification, below.

A certification signed by the applicant's chief financial officer stating the amount of *all local share* funds required for the project will be available on or before the dates listed in the Project Schedule section.

A cooperative agreement (if the project involves more than one entity) which identifies the fiscal and administrative responsibilities of each participant.

Resolution of Support (Please refer to section 164.23(B)(1) of the Ohio Revised Code for guidance).

OPWC Proposed Declaration of Restrictions; also include restrictions for any other funding sources.

Information concerning the coordination and / or participation by local subdivisions, state agencies, federal agencies, community organizations, conservation organizations, and local business groups.

For site improvements: Formal estimate by architect, landscape architect, or other professional, or quotes.

Supporting Documentation: Materials such as additional project description, photographs, and / or other information to assist your NRAC in ranking your project including supplements which may be required by your local NRAC. Appraisals must be in conformance with OPWC appraisal standards.

6.0 Applicant Certification

The undersigned certifies: (1) he/she is legally authorized to request and accept financial assistance from the Ohio Public Works Commission as identified in the attached legislation; (2) to the best of his/her knowledge and belief, all representations that are part of this application are true and correct; (3) all official documents and commitments of the applicant that are part of this application have been duly authorized by the governing body of the applicant; and, (4) should the requested financial assistance be provided, that in the execution of this project, the applicant will comply with all assurances required by Ohio Law, including those involving Buy Ohio and prevailing wages.

Applicant certifies that the project as defined in the application has NOT resulted in any transfer of title or rights to land or begun any type of physical improvements prior to the execution of a Project Agreement with the Ohio Public Works Commission. Action to the contrary will result in termination of the agreement and withdrawal of Ohio Public Works Commission funding.

Certifying Representative (Printed form, Type or Print Name and Title)

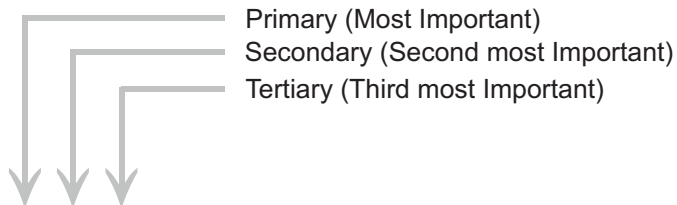
Original Signature / Date Signed

Attachment A

Project Emphasis

(ORC 164.22)

Select the project's primary emphasis in the first column. If the project has more than one emphasis, then prioritize in order of decreasing emphasis using the second and third columns. Select one item for each column. You may add a supplemental sheet if you want to provide additional information on the project's value.



Supports comprehensive open space planning; Incorporates aesthetically pleasing and ecologically informed design

Enhances economic development that relies on recreation and ecotourism in areas with relatively high unemployment and lower incomes

Protects habitat for rare, threatened, and endangered species or the preservation of high quality, viable habitat for plant and animal species

Preserves existing high quality wetlands or other scarce natural resources

Enhances educational opportunities and provides physical links to schools and after-school centers

Preserves or restores water quality, natural stream channels, functioning floodplains, wetlands, and/or streamside forests. Preserves or restores other natural features that contribute to the quality of life and to state's natural heritage

Reduces or eliminates nonnative, invasive species of plants or animals

Allows proper management of areas where safe fishing, hunting, and trapping may take place in a manner that will preserve a balanced natural ecosystem

Increases habitat protection

Included as part of a stream corridor-wide or watershed-wide plan

Provides multiple recreational, economic, and aesthetic preservation benefits

Preserves or restores floodplain and streamside forest functions

Preserves headwater streams

Restores and preserves aquatic biological communities