

ORLP Project Narrative Guide Round 8

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

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

Section 1 : Project Data Page

- Sub-recipient name and contact information
- Project Title
- Name of Park/Property
- Name of Property Title Holder
- Project Property Address/Location
- Acreage of the project site and proposed boundary
- Population of community served
- Documentation of project community's underserved status
- Brief statement/description of the project and its proposed impact and improvements (250-words or less.)

Section 2 : Project Overview

- Pre-Condition Description
 - Describe and quantify the types of resources and features of or on the property these could include existing forest, grassland, or water courses.
 - Descriptions of existing resources may include descriptions of existing hardscape features or recreation infrastructure. (e.g., 50 acres of forested area, 2,000 feet of waterfront, scenic views, unique or special features, recreation amenities, historic/cultural resources)
 - Describe the current uses (if any) or disposition of the property to be acquired or developed, if uses will need to be discontinued, or the site rehabilitated. If there are any existing non-outdoor recreation or other non-public uses that will remain on the property on an interim or permanent basis and/or proposed in the future, these should be explained.
 - Describe constraints of the property (e.g., existing development; hazardous materials/contamination history; and restrictions such as institutional controls, easements, rights-of-way, reversionary interests, aboveground/underground utilities; etc.).
- Acquisition and Development Descriptions:

- Describe the property (including the current ownership) and an explanation of the need for its acquisition.
- State whether the acquisition would create a new public park/recreation area or if it will expand an existing site, and if so, by how much.
- Describe the potential conservation value of the land (habitat, natural resources, potential for expanding wildlife and wildlife corridors).
- Describe the status of any acquisition, including negotiations with the landowner and development of due diligence materials such as title work and appraisal. Check with the State to ensure use of the Uniform Appraisal Standards for Federal Land Acquisition (aka yellow book) estimate of fair market value. Explain the basis for the value estimate if an appraisal has not yet been performed.
- Describe the planned physical improvements and/or facilities, and the reason(s) such development is needed. Explain whether the work involves new development or rehabilitation or replacement of existing recreation facilities, and any impacts the development will have on the natural landscape.
- Describe plans for future facility upkeep and maintenance and management.
- Describe the activation and support of the site through existing or potential community partnerships (e.g., Master Gardeners, Local Land Trusts, USFS Urban Connections Program, Local Conservancies, Forestry Programs).
- Describe the timeframe for the start and completion of development and when it will be open for public use.

Section 3 : Responses to Merit Review Criteria

- Criterion 1 – How does the project meet the needs of at least 25,000 people in an underserved community?
- Criterion 2 – In what ways does the project demonstrate substantial effort or engagement to involve residents of the neighborhood(s) in its development? What strong initiatives, policies, or incentives are in place to support these communities?
- Criterion 3
 - How does the project demonstrate significant collaboration among the public and private sectors, including multiple levels of government, private/non-profit organizations, and/or community groups?
 - How does this project meet the 1:1 (minimum 50%) funding grant non-federal share requirement?
 - Has this project received any previous ORLP or LWCF funding support?
- Criterion 4
 - What environmental or ecological measures does your project include to mitigate the impacts of future natural disasters and enhance resilience for the community it serves?
 - How many people within a 1/4 mile, 1/2 mile, and 1 mile radius will gain new access to the project area once your project is built?
- Criterion 5 - How does the proposed project enhance and strengthen the sense of place for the underserved community it is intended to serve?