Georgia Outdoor Stewardship Program (GOSP)
Educational Workshop

Taylor Brown
Grants Unit Chief
taylor.brown@dnr.ga.gov
404-463-8601

Rob Stokes
GOSP Coordinator
robert.stokes@dnr.ga.gov
404-463-8570

Georgia Outdoor Stewardship Program (GOSP) Educational Workshop

- Housekeeping items
    - Fire exits
    - Restrooms
    - Today and tomorrow's schedule

- Are you the Project Administrator or main point of contact? Will you be the one completing the applications?

- The GOSP rules, policies, applicant responsibilities, forms, and program manual will be available on our web page at: www.gadnr.org/grants.

    NOTE: This workshop does not contain all of the information and applicant responsibilities associated with GOSP. Applicants must adhere to the entirety of the GOSP Manual and GOSP rule.

- This presentation will be available at www.gadnr.org/grants.

- Questions are STRONGLY encouraged today!

GOSP Background

- For close to two decades, Partners and Non-Governmental Organizations sought after a funding mechanism, dedicated to securing the future of our critical natural resources.

- During the 2018 general election, GOSA (Georgia Outdoor Stewardship Act) was passed by voters with 83% voter approval.

- The Georgia Outdoor Stewardship Program became active on July 1, 2019, ushering in the inaugural 2019-2020 funding cycle.

Mission

The mission of the Georgia Outdoor Stewardship Program (GOSP) Fund is to coordinate and administer funding to provide stewardship for state parks, state lands and wildlife management areas; support local parks and trails; and protect critical conservation land.

Where Does GOSP Funding Come From?

- GOSA authorizes up to 80% of all moneys received by the state from sporting goods store sales and use taxes collected on outdoor recreation equipment from each preceding fiscal year.

2019 – 2020 funding cycle authorized 40% of sales and use tax receipts.

- The actual amount for each cycle will be influenced by actual tax receipts from the previous year.

- Allocations for each funding pool (Local Parks and Trails of Regional Significance, State Stewardship, and State Acquisition) will be determined by the Board of Trustees prior to each cycle announcement.

GEORGIA
## Department of Natural Resources

GOSP Terms
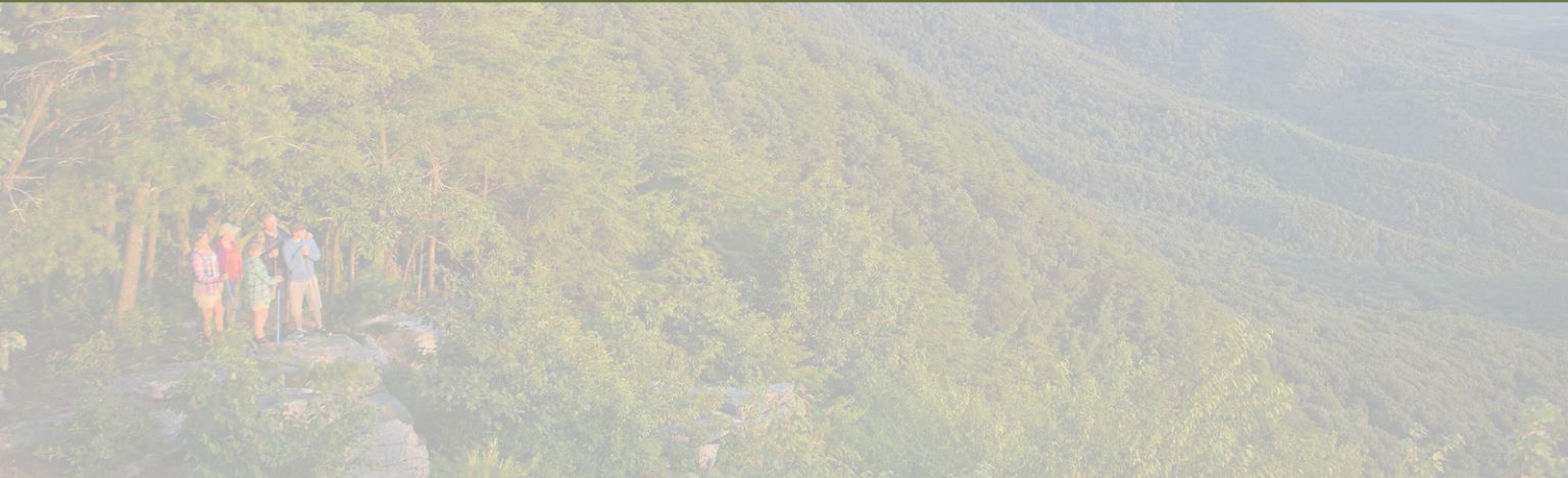
Frequently Used Terms in GOSP

- "Natural-resource recreation" means recreation in the form of boating, hiking, camping, fishing, hunting, jogging, biking, walking or similar outdoor activities.

- "Regional Significance" can be defined as serving a greater community beyond the local area, adding value to neighboring or distant communities, adding to or enhancing Georgia's state-wide resources, or impacting economic growth beyond the project's host community.

- "Stewardship" can be defined as maintenance, restoration or improvement projects.

GOSP Structure
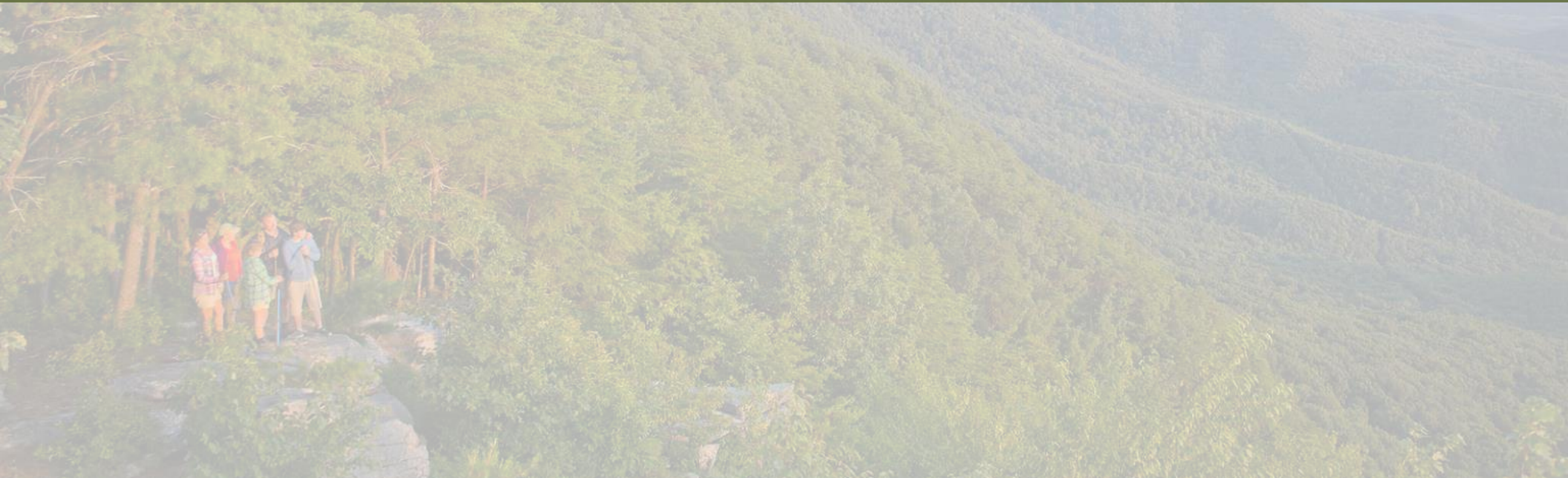
The GOSP Board of Trustees

- The Board of Trustees of the Georgia Outdoor Stewardship Trust Fund is the body to which eligible project applications shall be submitted for acceptance and funding.

- The Board of Trustees shall accept applications evaluate and approve these proposals in accordance with priorities established by the GOSA legislation and priorities established by the Board of Trustees.

- Projects approved by the Board of Trustees are then forwarded to the Board of Natural Resources and the appropriations subcommittees maintaining oversight authority over GADNR and GEFA.

The GOSP Board of Trustees

The Board of Trustees consists of 11 members as follows:

Voting Members
- The Commissioner of the Georgia Department of Natural Resources (Chairperson of the Board)
- The Director of the State Forestry Commission
- The Director of the Environmental Protection Division (EPD) of the Department of Natural Resources
- The Commissioner of Transportation
- Two members appointed by the Speaker of the House of Representatives
- Two members appointed by the President of the Senate

Ex Officio, Nonvoting Members
- The director of the Coastal Resources Division of the Department of Natural Resources
- The director of the Wildlife Resources Division of the Department of Natural Resources
- The director of state parks of the Department of Natural Resources

GOSP FY 2019-2020 Grant Cycle Timeline

July 1, 2019: GOSP Became Active

July 16 – August 2: Formal Workshops Throughout the State Are Conducted

September 1, 2019 – October 31, 2019: Pre-application Period is Open

November 4, 2019 – December 31, 2019: Applications Are Reviewed

January - February 2020: Board of Trustees and the DNR Board Approves Projects and 2nd Level Application Invitations are Sent to Prospective Grantees

May 30: 2nd Level Applications are due.

Q3-2020: Notification of Awards are Released

Funds Are Available After Attending a Financial Workshop and Mutually Signing a Project Agreement

Minimum and Maximum Funding

Local parks and trails projects have a $500,000 minimum and a $3,000,000 maximum funding threshold.

There is no minimum or maximum amounts for State Stewardship or State Acquisition projects.

Match, Reimbursement, and Term

- Grantees pay for 100% of the total project cost and then submit for reimbursement of 75% of eligible costs.

- Applicants must provide at least 25% of the total project cost as match.

- 25% of funding is held in retainage.

- Projects must be completed within 24 months of an executed project agreement

Who Can Apply?

- All Qualified Local Governments

- Constituted Recreation Authorities

- State Agencies

- Nongovernmental Entities

Qualified Local Governments

"Qualified Local Government" means any county or municipality meeting the definition found in paragraph 18 of subsection (a) of Code Section 50-8-2.

A county or municipality which:

- (A) Has a comprehensive plan in conformity with the minimum standards and procedures;

- (B) Has made its local plan implementation mechanisms consistent with those established in its comprehensive plan and with the minimum standards and procedures; and

- (C) Has not failed to participate in the department's mediation or other means of resolving conflicts in a manner which, in the judgment of the department, reflects a good faith effort to resolve any conflict.

Must be **currently** in good standing with the Department of Community Affairs (DCA).

Constituted Recreation Authorities

"Constituted Recreation Authority" means any recreation authority registered with the Georgia Department of Community Affairs.

State Agencies and Nongovernmental Entities

State Agencies – Any officially recognized Georgia State governmental body.

"Nongovernmental Entity" means nonprofit organizations registered with the Secretary of State's office, **primarily concerned** with the protection and conservation of land and natural resources, as evidenced by its organizational documents.

Ineligibility

- Applicants that have active or previously awarded grants through the Georgia Department of Natural Resources (GADNR) which are currently deemed inactive by the Department.

- Entities not in good standing with the Department of Community Affairs (DCA).
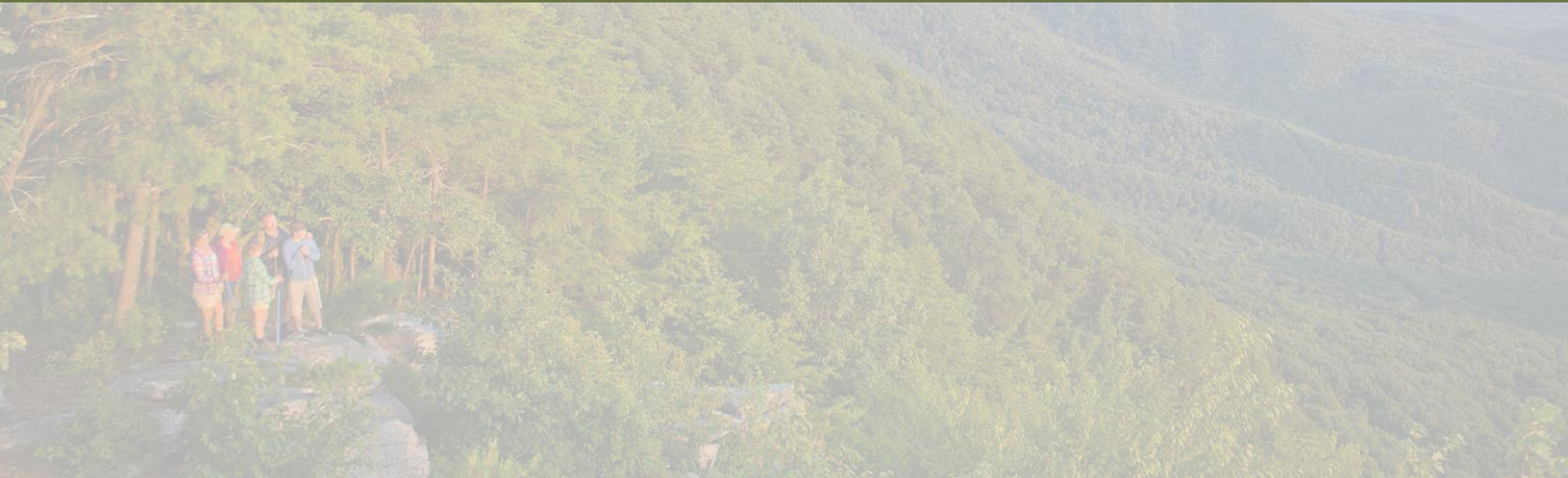
Applicants may only submit ONE proposal per cycle.
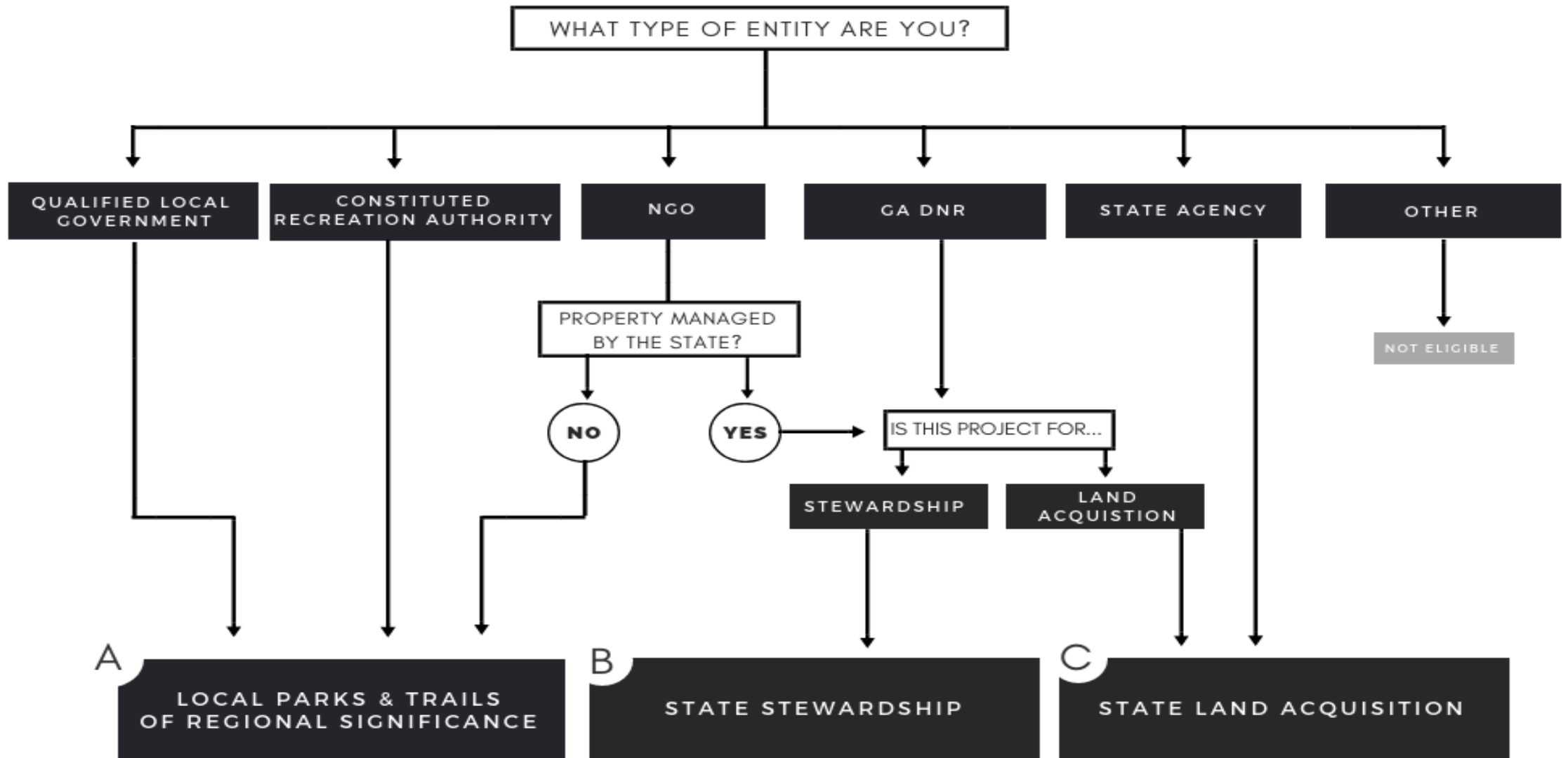
Applicants may also submit a Recreational Trails Program (RTP) project, although it **may not** be for the same GOSP project.

Project / Applicant Flow Chart

Local Trails and Parks of Regional Significance

These funding opportunities are specially reserved for **local governments, constituted recreation authorities, and nongovernmental entities** used to apply for any of the three distinct projects below:

- Acquisitions of property, to include conservation easements
- Local stewardship funding for maintenance, restoration or improvement projects
- **Combination projects** that involve both the acquisition of land,, lease, or conservation easement purchase, **AND** a maintenance, restoration or improvement project.

State Stewardship

State stewardship funding is available for **State of Georgia agencies and nongovernmental entities only**.

These entities may apply for maintenance, restoration or improvement projects to enhance public access, use or safe enjoyment of permanently protected conservation land and current State-owned parks.

Local governments and constituted recreation authorities MAY NOT apply for State Stewardship grants.

State Acquisition

State Land Acquisitions funding is available for **State of Georgia agencies and nongovernmental entities only** to be used for either of the two distinct projects below:

- Acquisitions of property, to include conservation easements
- **Combination projects** that involve both the acquisition of land, either through fee-simple or conservation easement purchases, **AND** a maintenance, restoration or improvement project.

Local governments and constituted recreation authorities MAY NOT apply for State Acquisition grants.

GOSP Loans

Moneys may also be made available in each fiscal year for loans to any qualified applicant to defray the costs of conservation land or of conservation easements placed upon property that ensure its permanent protection as conservation land.

Any such loan shall bear interest at a rate established by the Georgia Environmental Finance Authority (GEFA).

GOSP Fundamentals

GEORGIA
Department of Natural Resources

Eligible Match Items

- Applicant funds

- Funds secured via external grant
  (All external grant funding must be available at the time that a GOSP application is submitted.)

- Financial donations from private organizations and individuals

Eligible Match Items

- In-kind labor, equipment rental, and materials provided by the applicant **(Labor rates not to exceed limits defined in www.dol.gov/sca.aspx)**

- In-kind donations of labor, services, materials, and equipment from private organizations and individuals.

- Discounts for services, equipment rental, or materials (must be recorded as a donation)

- Professional service donations
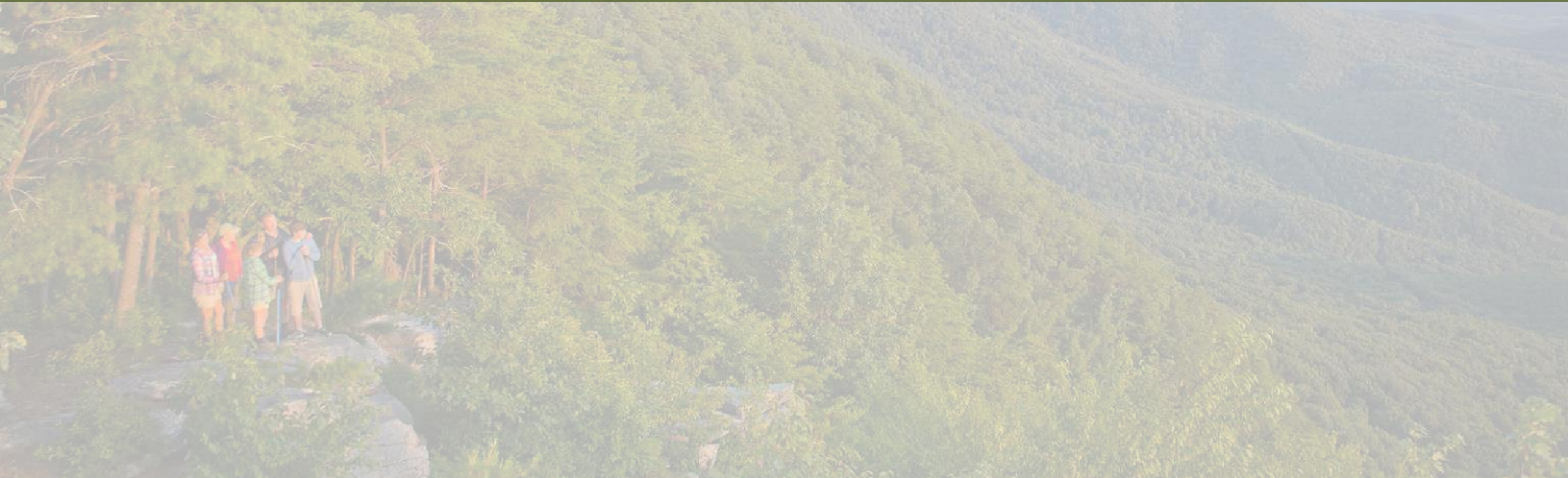
Eligible Reimbursement Items

- Expenses directly related to the acquisition of Real Property, Leases, or Conservation Easements
  - Purchase Cost (**Must not exceed highest appraised FMV**)
  - Appraisals
  - Independent appraisal reviews as required by GADNR
  - Legal fees directly associated with the conveyance of real property or conservation easements
  - Environmental reviews
- Permits
- Equipment rental costs
- Direct Materials
- Contractual services such as:
  - Legal fees **directly related** to the actual acquisition of a property
  - Appraisals
  - Surveys
  - Engineering and environmental reviews and/or surveys
  - Contractors and subcontractors directly related to the project scope

Examples of Ineligible Match or Reimbursement Items

- Consulting services

- Indirect costs

- Equipment and tool Purchase

- Travel and Meals

- Incidental costs

- Meals

- Expenditures and/or items and donations older than 18 months prior to the mutually signed the signed project agreement date

- Administrative costs (office staff labor, facilities, overhead, etc.)

- Maintenance of equipment

The Pre-Application

The Pre-Application

- The Pre-Application is the initial stage of the competitive application process.

- Serves as the basis for selecting which projects advance towards approval.

- It is fundamentally comprised of weighted grading criteria, which accumulate a total score.

- GADNR and the Board of Trustees select Successful Pre-Applications to advance to the Second-Level Application.

- Selected projects will be invited to submit a Second Level Application.

The Pre-Application

- Not being able to satisfy every criterion does not mean that you will be denied.

- The Criteria was crafted to broaden the spectrum of eligible projects.

- We want you to be successful! Our goal is to maximize GOSP's impact **every cycle**.

- Maximizing your point potential
  - Submit a quality application
  - Understand what each question is trying to achieve and clearly address it.
  - Use facts, not fluff.
  - Be creative…but don't be too creative.

Criteria – All Applicants
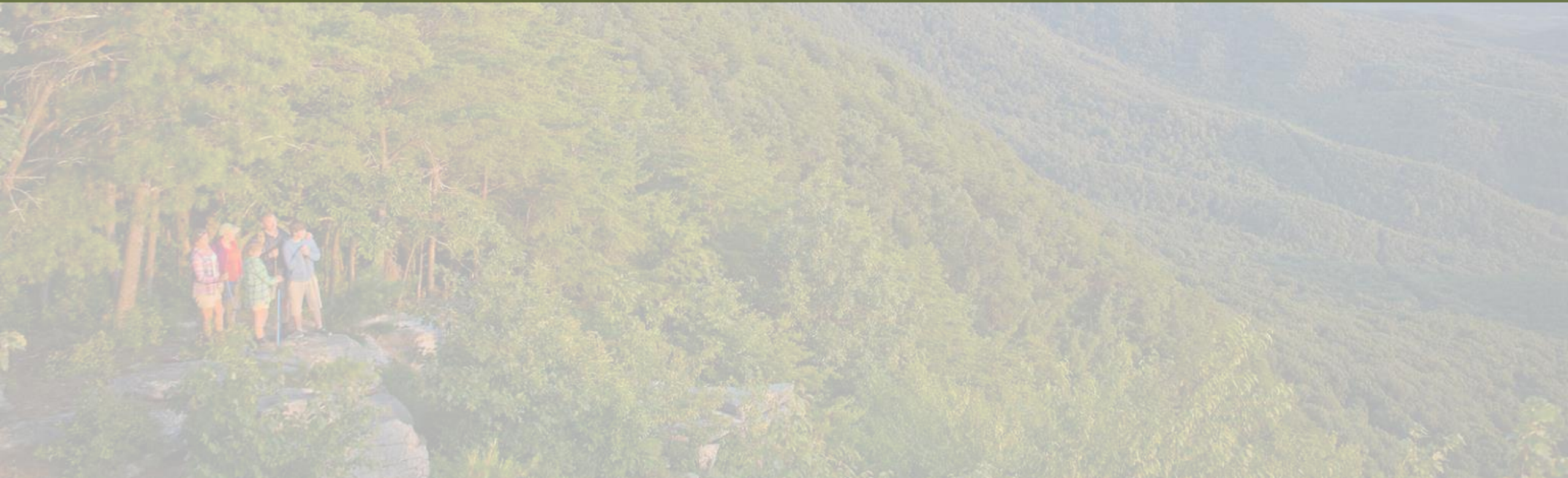
Question 1 – Matching Funds

Max Points

10 points

Criteria Question

Can you provide matching funds greater than 25% of the total project?

Scoring Metric

< 25.0% = ineligible
25.0% = 0 points
25.1% - 34.9% = 2 point
35.0% - 49.9% = 4 points
50.0% - 64.9% = 6 points
65.0% - 74.9% = 8 points
≥ 75.0% = 10 points

Question 2 – Project Need

Max Points	**10 points**
Criteria Question	Does this project satisfy priority needs, as identified in a formalized planning document?
Criteria Details	Applicant must supply the name of the current planning document in which the project need is identified and upload the cover page and sections applicable to the project.
Required Documents	Comprehensive plan; county or regional master plan; trail system plan; capital improvements plan; regional water plan or land/use management plan, etc.
Scoring Metric	Applicant will receive the full 10 points if project need is addressed in the current, formalized planning document provided.

Question 3 – Pre-Project Planning

Max Points	**10 points**
Criteria Question	Has any pre-project planning occurred and is the project ready to proceed?
Criteria Details	Applicant must detail any steps taken in project planning and describe how the project is ready to proceed. Applicant may upload any project plans and drawings, proposed project timeline, required permits, etc.
Scoring Metric	Applicant will receive the full 10 points if the pre-planning phase is complete and the project is ready to mobilize.

Question 4 – Leveraging Funds

Max Points	**5 points**
Criteria Question	Will these funds be used as leverage when applying for an external grant outside of the Georgia Outdoor Stewardship Program? If so, will the project associated with the external grant be completed within two years of the Georgia Outdoor Stewardship Program award, if successful?

Criteria Details	Applicant must address the following:
	• Name of the external grant
	• Name of the organization making the grant available
	• The core mission of the secondary grant
	• How the secondary grant directly relates to any or all of the following:
	    o Support of local parks and trails of state and regional significance
	    o Provides stewardship of conservation land
	    o The acquisition of critical areas for the provision or protection of clean water, wildlife, hunting, fishing, military installation buffering, or for natural resource-based outdoor recreation
	• Have you already been awarded the external grant?
	• If you have not already been awarded the external grant, when do you anticipate notification, or what date do you plan to apply? (Conditional GOSP approval may apply subsequent to this section)

Scoring Metric	Applicant will receive the full 5 points if the GOSP funds are being used as leverage to secure an external grant.

Question 5 – Recreational Opportunity

MAX POINTS

25 POINTS

Criteria Question

Will this project provide nature-based recreational opportunities?

Criteria Details

Applicant must list all nature-based outdoor recreation opportunities (hunting, fishing, hiking, biking, boating, camping, wildlife viewing, etc.) provided by the acquisition or development of this property.

Required Documents

Map or other document showing the availability of all listed activities. (i.e. If applicant lists "camping" as an activity, applicant should mark the campsite on the property)

Scoring Metric

Applicant will receive 5 points for each activity, for up to 25 points total.

Question 6 – Water Quality and Quantity Protection – Location

Max Points	**10 points**
Criteria Question	Is this project located in one of the listed water priority zones?
Criteria Details	Using the Watershed Technical Appendix (found at www.gadnr.org/grants) Applicant must describe the specific ways in which the project will contribute to improving water quality or water quantity in the specific area.
Required Documents	Map of identifying property and specific watershed with clear labels.
Scoring Metric	Applicant may score up to 10 total points.

Question 7 – Water Quality and Quantity Protection – Best Management Practices

Max Points	5 points
Criteria Question	Will this project protect or restore lands that will improve the quality and quantity of surface water and groundwater and flow of springs through the use of best management practices (BMPs) provided using the Watershed Technical Appendix (found at <u>www.gadnr.org/grants</u>) ?
Criteria Details	Applicant must select each applicable best management practice used. Applicant must describe how the project design will implement this practice and how it will contribute to the improvement of the quality and quantity of surface water, groundwater or the flow of springs.
Scoring Metric	Applicant will receive the full 5 points for successfully demonstrating how the project will protect or restore lands through the use of best management practices.

Question 8 – Cultural and Historical Value

Max Points	10 points
Criteria Question	Does this project include the acquisition or stewardship of land with a cultural or historical value?
Criteria Details	Applicant must demonstrate how the property has **formally recognized** local, regional or state-wide cultural and/or historical value and describe how this project adds to or enriches that value.
Scoring Metric	Applicant will be awarded points based off the property's historical and cultural value, supported by provided documentation.

Question 9 – Ecological Value

Max Points	15 points
Criteria Question	Does this project include the acquisition or stewardship of land with a significant ecological value?
Criteria Details	Applicant must demonstrate the significant ecological value of the project such as, scenic features present, accessibility to the public; native plant and animal species of a conservation concern; habitat connectivity, etc.
Required Documents	Applicant must provide supporting documentation such as, pertinent sections of the State Wildlife Action Plan (SWAP), GA EPD documentation, photographs, maps, etc.
Scoring Metric	Applicant will be awarded points based off the property's ecological value, supported by provided documentation.

Question 10 – Maintenance and Management Plan

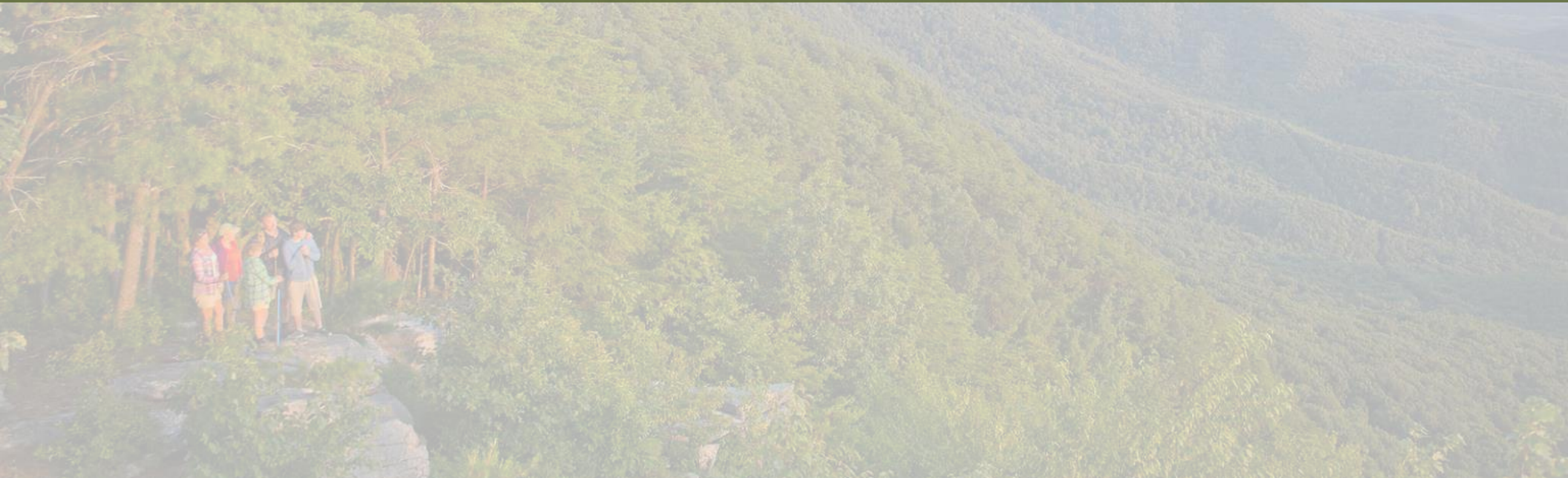|	
Max Points	15 points
Criteria Question	Do you have an existing plan and budget to maintain and manage this property after the project is complete?
Criteria Details	Applicant must provide an approved management plan detailing hour of operation, fees, staffing, etc.
Required Documents	Management Plan; Proof of approved funding; Resolution of support for long-term maintenance.
Scoring Metric	Applicant will be awarded the full 15 points if a management plan, approved funding and a resolution stating support for long-term maintenance from the governing body are in place.

Question 11 – Project Completion

Max Points	**10 points**
Criteria Question	Will this project be completed within a two-year timeline?
Criteria Details	Applicant must demonstrate how the project will be completed within the maximum 24-month project period.
Required Documents	Detailed two-year project timeline
Scoring Metric	Applicant will be awarded the full 10 points if a detailed project timeline is provided and shows the project will be completed in two years.

Question 12 – Project Impact

Max Points	**15 points**
Criteria Question	Is this project regionally significant?
Criteria Details	Applicant must demonstrate how this project serves a greater community beyond the local area; provides value to neighboring or distant communities; or adds or enhances Georgia's state-wide resources beyond the host community.
Scoring Metric	Applicant will be awarded points based off the project's regional significance as demonstrated through the provided narrative.

Question 13 – Economic Development

MAX POINTS   **15 POINTS**

Criteria Question   Will this project create opportunities or enhance the local economy?

Criteria Details   Applicant may provide a current comprehensive plan; current recreation master plan; current county or regional master plan; State Comprehensive Outdoor Recreation Plan; current capital improvements plan, recorded public hearing minutes; supporting documentation from the Chamber of Commerce; letters from local businesses, economic development organizations; etc.

Scoring Metric   Applicant will be awarded points based off the economic impact provided by the project as supported through the provided material.

Question 14 – Recreational Connectivity

Max Points   10 points

Criteria Question   Will this project provide access or a connection to other outdoor recreation facilities or areas?

Criteria Details   Applicant must describe all connections made possible by this project.

Required Documents   Conceptual map of the proposed project, highlighting the outdoor recreation facilities connected and/or access created.

Scoring Metric   Applicant will be awarded points based on the number of facilities connected as demonstrated.

Question 15 – Stewardship

Max Points   20 points

Criteria Question   Will this project promote the stewardship of natural resources?

Criteria Details   Applicant must demonstrate how this project will promote effective conservation and sustainable practices; assist the property remaining relevant to the community and encourage visitation and participation by providing a safe recreational experience for future generations.

Scoring Metric   Applicant will be awarded points based on level of stewardship identified.

Question 16 – Water Access

Max Points   10 points

Criteria Question   Will this project improve or expand existing water access or provide access where none is currently available?

Criteria Details   Applicant must demonstrate how the project will improve water access.

Required Documents   Conceptual map of the proposed project, detailing the location of the new or expanded water access.

Scoring Metric   Applicant will be awarded the full 10 points if new water access is provided and documentation is provided.

Question 17 – Outdoor Recreation Demand

Max Points	**10 points**
Criteria Question	Will this project fill a **void** for a specific nature-based recreation opportunity in the area **that currently does not exist in the area?**
Criteria Details	Applicant must **describe** how the nature-based recreation is absent and how the void will be satisfied. Acceptable nature-based outdoor recreation activities: hunting, fishing, hiking, biking, boating/camping, wildlife viewing, etc.
Scoring Metric	Applicant will be awarded the full 10 points if the project provides a new nature-based recreation opportunity.

Question 18 – Interagency Cooperation

Max Points	**15 points**
Criteria Question	Is this project being developed by two or more governmental entities or with a nongovernmental entity **with a core mission of conservation?**
Criteria Details	Applicant must describe the partnership(s), scope and participation of each entity, including donations, volunteer hours, professional services, etc. (must include in your budget).
Required Documents	Letters of commitment from partner government agency/nongovernmental entity detailing level of commitment.
Scoring Metric	Applicant will be awarded the full 15 for acceptable partnerships and supporting documentation is provided. **The partner must provide a monetary value of some kind to receive points.**

Question 19 – Partnerships (Non- Gov or NGO)

Max Points	10 points
Criteria Question	Will this project receive support from three or more partners, such as YMCA/YWCA, Boys and Girls Club, etc. ?
Criteria Details	Applicant must describe the partnership(s), scope and participation of each entity, donations, volunteer hours, professional services, etc. (must include in your budget). Note: Partnerships between governmental or nongovernmental entities with a core mission for conservation will not be considered for this criteria question.
Required Documents	Letters of commitment from partners detailing level of commitment.
Scoring Metric	Applicant will be awarded the full 10 points for acceptable partnerships and supporting documentation is provided. The partner must provide a monetary value of some kind to receive points.

Question 20 – Public Support

Max Points	**5 points**
Criteria Question	Is there documented public support for the project?
Criteria Details	Applicant must demonstrate public support of the project.
Required Documents	Documentation may include letters of support from elected officials, citizens, user groups; public meeting minutes; proof of a public comment period posting; petitions, etc.
Scoring Metric	Applicant will be awarded the full 5 points if documentation shows public support of the specific project.

Question 21 – Security

Max Points	15 points
Criteria Question	Do you have a plan to keep this area protected and secured?
Criteria Details	Applicant must describe the plan to keep this property secure from vandalism, loiterers, crime, etc. and include the methodology (i.e. video surveillance, patrols, controlled access at night, etc.). Applicant may upload formal security plan if it has been developed.
Scoring Metric	Applicant will be awarded the full 15 points if a formalized security plan has been created and is ready to implement.

Question 22 – State Goals

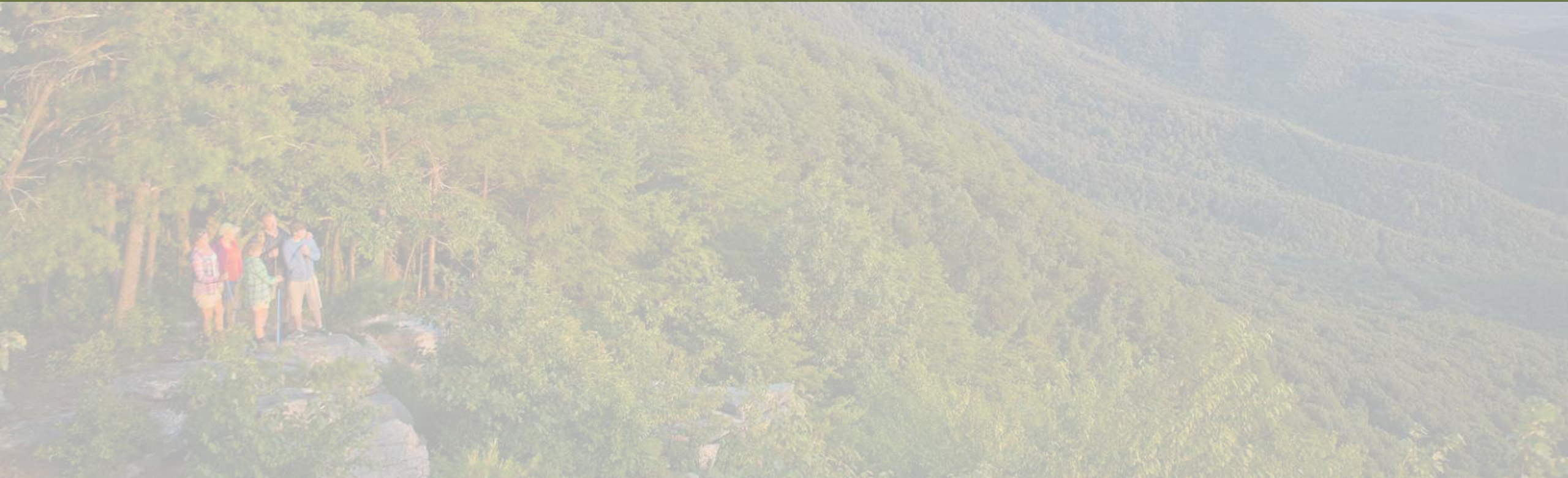|	
Max Points	15 points
Criteria Question	Does this project overlap with the goals and strategies included in Georgia's State Wildlife Action Plan (SWAP) or Georgia's State Comprehensive Outdoor Recreation Plan (SCORP)?
Criteria Details	Applicant must **describe** how the proposed project overlaps with Georgia's SWAP and/or SCORP.
Required Documents	Copy of the pages of the SWAP and/or SCORP that support this finding.
Scoring Metric	Applicant will be awarded the full 15 points if the proposed project overlaps with SWAP and/or SCORP and documentation is provided.

Criteria – State Stewardship

Question 11 – Project Completion

Max Points	10 points
Criteria Question	Will this project be completed within a two-year timeframe?
Criteria Details	Applicant must demonstrate how the project will be completed within the maximum 24-month project period.
Required Documents	Detailed two-year project timeline
Scoring Metric	Applicant will be awarded the full 10 points if a detailed project timeline is provided and shows the project will be completed in two years.

Question 12 – Stewardship

Max Points	20 points
Criteria Question	Will this project promote the stewardship of natural resources?
Criteria Details	Applicant must demonstrate how this project will improve, rehabilitate and/or maintain an existing property, increase use at an existing property; or make significant improvements to the safety of an existing property.
Scoring Metric	Applicant will be awarded points based on level of stewardship identified.

Criteria – State Acquisition
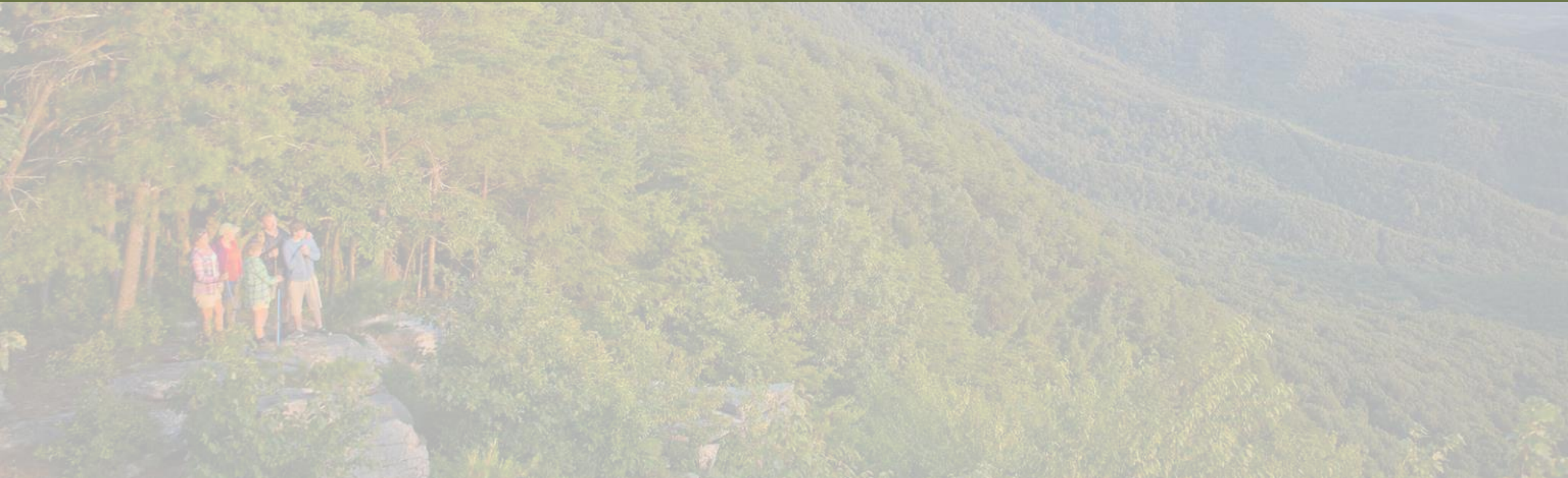
Question 11 – U.S. Military Protection

Max Points	10 points
Criteria Question	Will the acquisition of this property help to protect lands, water and/or habitat as to ensure the sustainability of U.S. Military missions?
Criteria Details	Applicant must select project characteristics identified in the application which may ensure the sustainability of U.S. Military missions.
Required Documents	Maps, narrative to show specific examples, etc.
Scoring Metric	Full 10 points if property supports the sustainability of U.S. Military missions and documentation is provided.

Additional Requirements of All Applicants

- Pre-Application Cover Letter

- Plat/Parcel map and legal description

- Preliminary Site Plan / Conceptual Plan

- Project Location map

- Property Boundary Map

- Photos of the site with Photo key

- **Generalized** cost estimate/Project Budget

Additional Requirements of All Applicants

- A resolution adopted by the governing entity of the applicant authorizing the application and committing all necessary funds (100% funding with 75% reimbursable and 25% Match)

- Current copy of deed and lease or conservation easement if applicable

- Signed statement from landowner expressing support

Additional Requirements of All Applicants

- Letters of financial commitment from sponsors and partners.

- Approvals to cross a public highway or a public utility right-of-way (if applicable)

- Two Appraisals (Acquisition only)

- Pre-applications must be submitted by the deadline or they will not be eligible.

Project Budget – All Applicants

- Include Everything in your budget. Only included eligible items.

- Should be **GENERALIZED** in the Pre-Application.

- You must adhere to your budget. All project items must be completed to successfully close out at the end of your project and receive final reimbursement

Budget changes may require a formal amendment request or completion of a new application - Be very conscious of this when considering changes

Appraisals for Acquisitions or Donations

- The Applicant will complete two appraisals for all acquisitions (either fee or the acquisition of a conservation easement), and at least one of the two appraisals must be performed by a MAI certified appraiser.

- All appraisals must be completed to USPAP standards.

- All appraisals must be in narrative format.

- For a donation of fee, the applicant may complete an appraisal, accept an appraisal prepared by the donor, or accept a signed letter of value from the County Tax Assessor.

- For a donation of a conservation easement, the applicant may either complete an appraisal or accept an appraisal prepared by the donor.
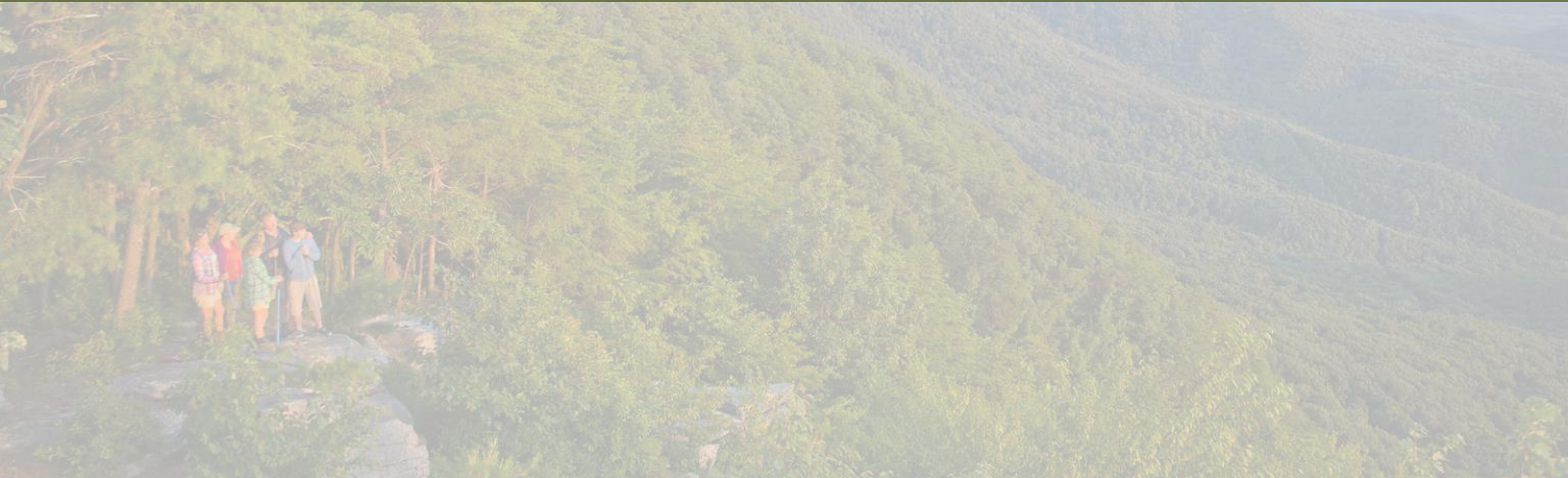
The Second-Level Application

- Responses to Each of the Second-Level evaluation criteria

- Second-Level Application Cover Letter

- **Detailed** Cost Estimate/Project Budget

- Project Description and Plans – All plans must be submitted in .pdf format

- Project Implementation Schedule

- Environmental Review Documents

Environmental Review Documents

- Georgia Environmental Policy Act (GEPA) Environmental Checklist
- Phase 1 Environmental Assessment by a qualified and licensed contractor. This function is not provided by GADNR and should be sought after by the applicant.

Agency reviews to be completed by GADNR on behalf of the applicant:
  - Wildlife Resources Division (WRD) Review
  - Historic Preservation Division (HPD) Section 106 Review
  - Georgia Department of Transportation (GDOT) Review
  - Floodplain Encroachment Review

Project Budget – All Applicants

- Include Everything in your budget. Only included eligible items.

- Should be **DETAILED** in the Second-Level Application

- You must adhere to your budget. All project items must be completed to successfully close out at the end of your project and receive final reimbursement

Budget changes may require a formal amendment request or completion of a new application - Be very conscious of this when considering changes

Independent Appraisal Review

- All appraisals are subject to an independent appraisal review **for applicants who are invited to the second-level application stage only**.

- This is required by GADNR to ensure compliance to appraisal standards and consistency with current fair market values.

- GADNR will assign the independent appraisal reviewer and forward the appraisals to the reviewer on behalf of the Applicant.

- Costs for the independent appraiser are the responsibility of the Applicant and are eligible for GOSP Match.
  - Applicants will receive an invoice from the reviewer
  - Applicants should make payment directly to the reviewer
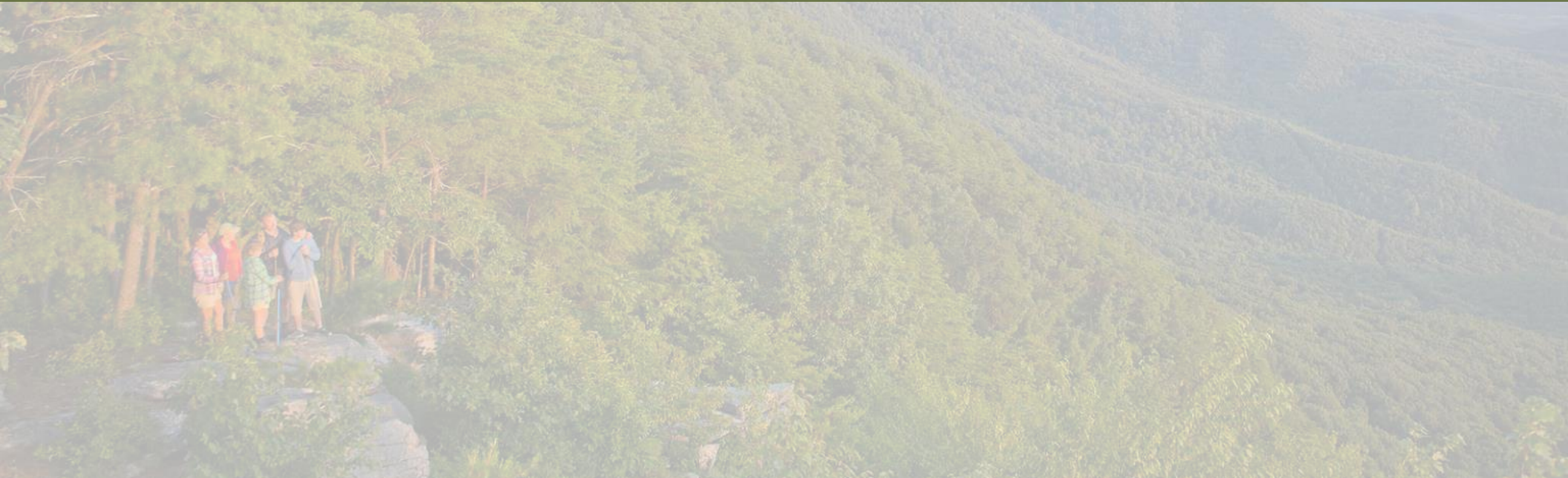
After Your Application is Complete

- All applicants must attend a mandatory financial workshop prior to receiving a project agreement from GADNR.

- The day a mutually signed agreement is signed is considered "Day 1". Grantees are eligible for funding and have 24 months to complete their project measured from Day 1.

- The reimbursement process will be covered in depth during the Financial Workshop.

Request for Reimbursement

- Project costs are eligible for reimbursement only if the cost is incurred **after the signed agreement date.**

- 25% of the total anticipated project reimbursable amount will be retained until final project close out.

- Submit reimbursements often.

- You must include proof of payment and/or labor with each reimbursement.

In-Kind and Donations

Donation / In Kind Accounting Form											Expenditure Schedule	Match?	Reimbursible?
Donations					**In Kind**						**Grantee Expenditures**		
Date	Donated Material	Unit Value	Units	Total Donation		Date	Stock Material	Unit Value	Units	Total In Kind	Capital expenditures for acquisition (incidental costs not allowed)	Y	Y
											Equipment cost	Y	Y
											Direct Materials	Y	Y
											Contractual Services	Y	Y
											Real Property	Y	Y
											Pre award Design and Engineering 18 months or less before application	Y	Y
Date	Donated Services	Unit/Hourly Value	Units/Hours	Total Donation		Date	Force Account Labor	Unit Value	Units	Total In Kind	Post Award Design and engineering	Y	Y
											Cash	Y	N/A
											Appraisals	Y	Y
											Pre award Environmental review/engineering 18 months or less before a	Y	N
											Post award Environmental review/engineering	Y	Y
Date	Donated Equipment Usage	Units/Hourly Rate	Units/Hours	Total Donation		Date	Contractual Services	Hourly Value	Hours	Total In Kind	**In-kind and Donations**		
											Grantee's own stock Materials	Y	N
											Grantee Force account	Y	N
											Grantee's own equipment use	Y	N
											Work from other public agencies	Y	N
											Equipment from other public agencies	Y	N
Date	Donated Real Property	Per Acre Value	Acres	Total Donation		Date		Hourly Value	Hours	Total In Kind	The costs of space in privately owned buildings	N	N
											Donated Materials	Y	N
											Donated services	Y	N
											Donated real property	Y	N
											Volunteer labor	Y	N
											Donated cash	Y	N
Date	Donated Cash From Whom			Total Donation		Date		Hourly Value	Hours	Total In Kind	Discounts accounted for as a donation	Y	N
Date	Other not Listed in Schedule *	Units/Hourly Rate	Units/Hours	Total Donation		Date	Other not Listed in Schedule *	Units/Hourly Rate	Units/Hours	Total In Kind			

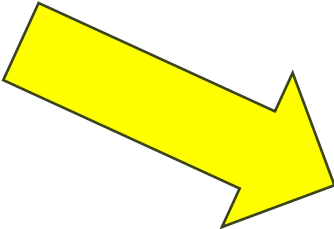* Anything requested in this section must receive preapproval from DNR prior to submission | * Anything requested in this section must receive preapproval from DNR prior to submission

Grand Total | Grand Total

Volunteer Time Sheet

		Volunteer Time Sheet						
Phase #		**Project Site:**						*Office Use Only*
Name (Print Legible)	Signature	Skill Level	Date of Work	Time In	Time Out	Total Hours	Dollar Value	
						Total:	0	

I supervised the individuals in the work listed above:

_____

Name   Signature   Date

Volunteer labor rates: Laborer (no skills required): $11.40 per hour. Volunteers who donate job specific skills and/or equipment
(Ex. grading contractors, plumbers) can value their time and/or equipment at their standard rate not to exceed rate at https://www.wdol.gov/sca.aspx

Quarterly Reports

- Template available at www.gadnr.org/grants

- Quarter to date and project to date financial updates

- Progress report with supporting photos and receipts

- Addressing delays, potential changes, and/or cost overruns

- This is an official document signed by your Authorizing Officer

GEORGIA
Department of Natural Resources

Close Out and Post-Completion
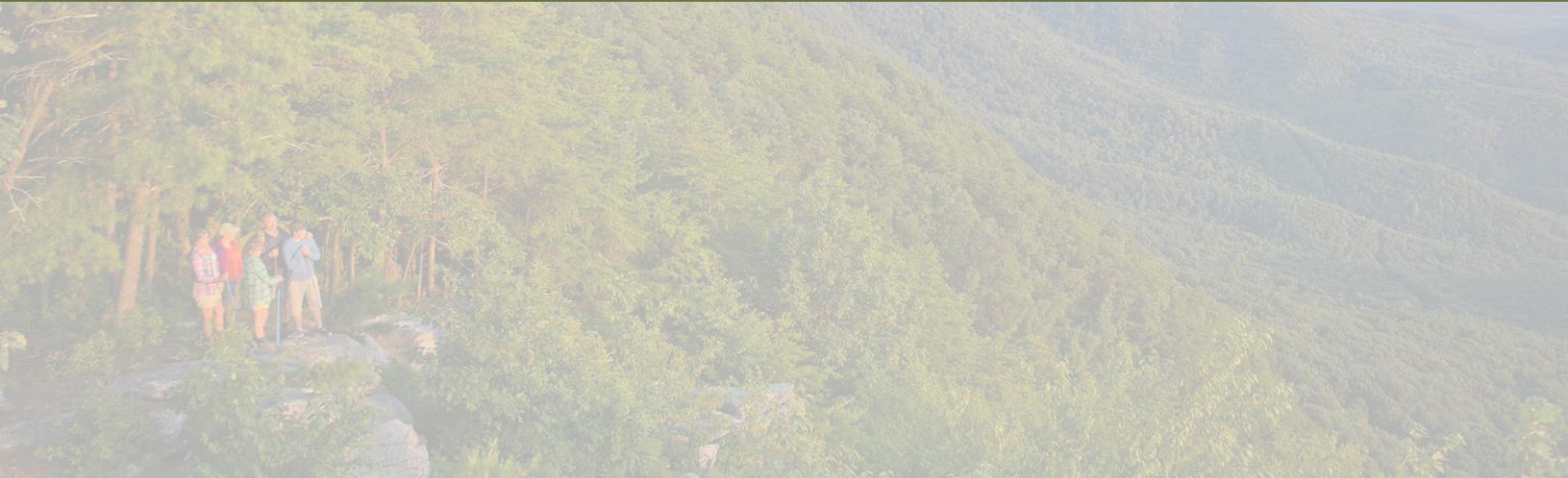
Close out

- Close out must occur within 45 days of project completion.

- Grantee completes a final quarterly report and marks it as "Final". It shall include:

  - Indication that the project is complete, accessible, and open to the public

  - Photos of the completed work

  - "As built" plans in .pdf format

- Grantee completes a final reimbursement request and marks it as "Final"

- For acquisitions only – A copy of an updated property deed with required protective language **and recording stamp** from the local jurisdiction's County Clerk's office.

Close out

- GADNR Audit of all documents and reimbursement requests and payments

- Audit of Match totals

- For Acquisitions: New deed with GADNR Protective Language included and recorded with the applicable County Clerk's Office (copy of stamped deed required)

- GADNR Final Inspection Completed

- Appropriate publicity executed both on site (signage) and on your entity's web page

- Mutually sign the Final GADNR Inspection Form

25% Retainage

- Final payment of the 25% retainage paid by GADNR upon satisfaction of all parties' commitments and responsibilities.

- If payment of the full 25% would create a shortfall of the applicant's match, GADNR will adjust the payable retainage amount accordingly.

- In the instance of funding overpayment by GADNR, the grantee is required to refund an amount back to GEFA equivalent to the overage.

Long-term Obligations for GOSP Recipients

- All documents must be retained for at least 5 years.

- Funding recipients must retain legal control and oversight of the property.

- Funding recipients must properly maintain the property.

- Real Property or conservation easements acquired with GOSP funds shall remain protected as conservation lands into perpetuity.

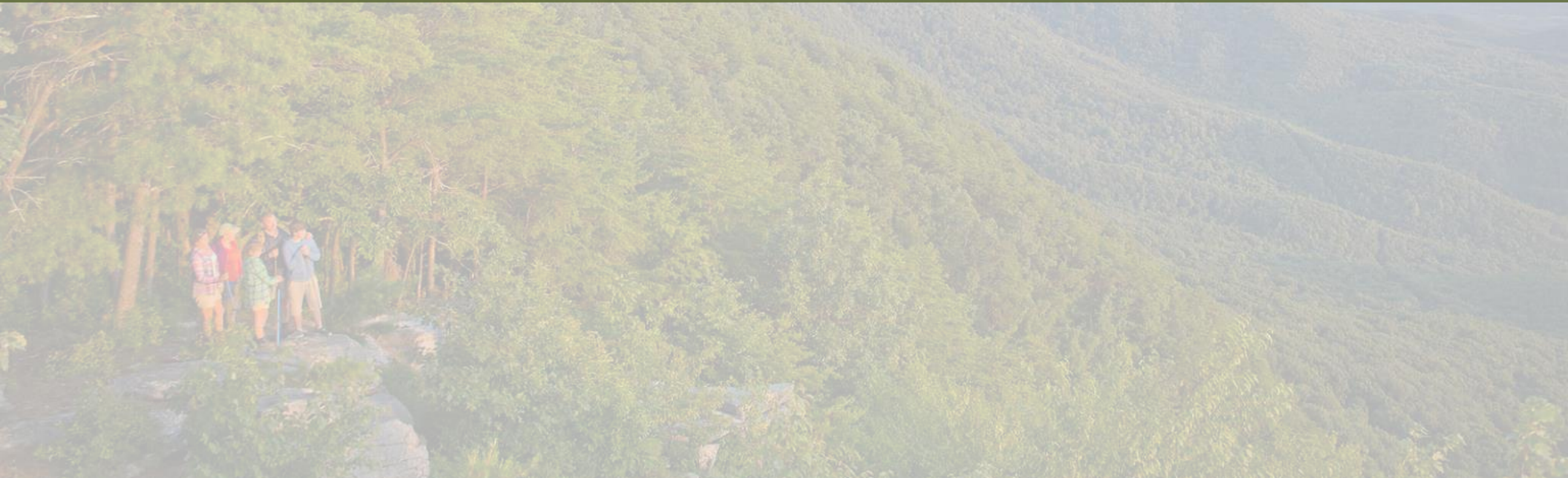- Grant recipients may charge reasonable user fees.

A copy of this presentation is available at
www.gadnr.org/grants

Questions?

Thank you and please enjoy the park!

The Online Application Process

- 100% online process

- Available at www.gadnr.org/grants

- Let's do a dry-run…

Final Questions and Answers