

Proposed Agenda July 18, 2018



Travel Meeting
Sun Mountain Lodge, 604 Patterson Lake Rd, Winthrop, WA 98862

Time: Opening sessions will begin as shown; all other times are approximate.

Order of Presentation: In general, each agenda item will include a presentation, followed by board discussion and then public comment. The board makes decisions following the public comment portion of the agenda item.

Public Comment: To comment at the meeting, please fill out a comment card and provide it to staff. Please be sure to note on the card if you are speaking about a particular agenda topic. The chair will call you to the front at the appropriate time. Public comment will be limited to 3 minutes per person. You may also submit written comments to the board by mailing them to RCO, attn: Wyatt Lundquist, Board Liaison, at the address above or to wyatt.lundquist@rco.wa.gov.

Meeting Accommodations: Persons with disabilities needing an accommodation to participate in RCO public meetings are invited to contact us via the following options: 1) Leslie Frank by phone (360) 902-0220 or email leslie.frank@rco.wa.gov. Requests should be received by June 28, 2017 to ensure availability.

TUESDAY, JULY 17

5:00 p.m. Informal Reception with Washinton Wildlife and Recreation Coalition (WWRC)
Winthrop Ice Rink, 208 White Ave, Winthrop, WA 98862

*Christine Mahler,
Executive Director,
WWRC*

WEDNESDAY, JULY 18

OPENING AND MANAGEMENT REPORTS

8:30 a.m. Call to Order

Chair Willhite

- A. Roll Call and Determination of Quorum
- B. Review and Approval of Agenda
- C. Commissioner Hover Welcome
- D. Remarks of the Chair

8:35 a.m. 1. Consent Agenda (Decision)

Chair Willhite

- A. Board Meeting Minutes
 - April 25-26, 2018
 - B. Youth Athletics Program: Technical Correction to Matching Shares Evaluation Question
 - C. WDFW Cost Increase: North Cove Access Redevelopment, RCO #14-1221D Resolution 2018-09
-

8:40 a.m. 2. Director's Report *(Briefing)*

- A. Director's Report
 - 2018 Meeting Calendar Proposal
 - Where to next year?
- B. Policy Update
 - Studies Update
 - Public Land Inventory
 - Hiking, Biking and Walking
 - Statewide Outdoor Facilities Gap Analysis
 - Update on Policy Workplan
 - Legislative Tours
- C. Grant Management Report
- D. Performance Report *(written only)*
- E. Fiscal Report *(written only)*

*Kaleen Cottingham
Wyatt Lundquist*

Wendy Brown

Scott Robinson

9:15 a.m. General Public Comment for issues not identified as agenda items. Please limit comments to 3 minutes.

BOARD BUSINESS: BRIEFING

9:25 a.m. 3. Boating Infrastructure Grants (BIG) Program Projects

Karl Jacobs

BOARD BUSINESS: DECISIONS

9:50 a.m. 4. Outdoor Recreation Legacy Partnership (ORLP): Delegate Authority to Submit Grant Applications

Karl Jacobs

Resolution 2018-10

***Public comment** will occur prior to adopting each individual resolution. Please limit comments to three minutes.

10:15 a.m. BREAK

10:30 a.m. 5. Nonhighway and Off-road Vehicle Activities (NOVA): Policy Changes

Adam Cole

- Evaluation Criteria Changes
- Grant Limits

Resolution 2018-11

***Public comment** will occur prior to adopting each individual resolution. Please limit comments to three minutes.

11:15 a.m. 6. Operating and Capital Budget Requests for 2019-2021

Wendy Brown

- A. Overview of The Budget Process and Revenue Projections
- B. Operating Budget
- C. Capital Budget Requests Based on Revenue Projections
- D. Capital Budget Relying on Bond Funds
 - Washington Wildlife and Recreation Program (WWRP)
 - Youth Athletic Facilities (YAF)
 - All Other Board-Funded Grant Programs
- D. Capital Budget Spending Authority for Federal Funds

Resolution 2018-12

Resolution 2018-13

Resolution 2018-14

***Public comment** will occur prior to adopting each individual resolution. Please limit comments to three minutes.

12:15 p.m. LUNCH

1:00 p.m. Tour Prologue: Recreation, Conservation and Livelihood in the Methow Valley

*Member Ready, RCFB
Ben Donatelle, RCO
Grants Manager*

Guest Speakers:

Clark Simpson, USFS Methow Ranger District
Brandon Troyer, Methow Wildlife Area Manager
Rick Lewis, WA State Parks
Sally Ranza, Town of Winthrop Mayor
Rocklynn Culp, Town of Winthrop Planner
Soo Ing-Moody, Town of Twisp Mayor
James DeSalvo, Methow Trails Executive Director
Jason Paulson, Methow Conservancy Executive Director
Heide Anderson, Methow Valley Trails Collaborative
Don Fitzpatrick, Methow Valley Trails Collaborative

2:30 p.m. TOUR

Recreation and Conservation Funding Board Briefing Memo

Item

1B

PPROVED BY RCO DIRECTOR KALEEN COTTINGHAM**Meeting Date:** July 18-19, 2018**Title:** Youth Athletics Program, Technical Correction to Matching Shares Evaluation Question.**Prepared By:** Adam Cole, Natural Resources Policy Specialist**Summary**

Staff recommend making a technical change to one evaluation question in the Youth Athletic Facilities Program. Evaluation question #8 "Matching Shares," gives applicants extra points if they provide match in excess of the 50% required minimum match. However, since some applicants now qualify for reduced match per board policy, this question needs to be updated so match reduced communities may compete equally for these points. Staff's recommendation does not change the substance of the question. The change will clarify that all applicants can qualify for more points based on the contribution of match beyond their minimum requirement.

Resolution 2018-09

Board Action Requested

This item will be a:

<input checked="" type="checkbox"/>	Request for Decision
<input type="checkbox"/>	Request for Direction
<input type="checkbox"/>	Briefing

Background

From October of 2016 through October of 2017 RCO staff worked with a statewide workgroup to develop policy proposals for reducing match requirements in the Washington Wildlife and Recreation Program (WWRP). The final match reduction policy proposal can be viewed in [Item 4 of the October 2017 Recreation and Conservation Funding Board \(Board\) meeting](#). At the meeting the Board approved a match reduction policy for the WWRP and extended this policy to the [Youth Athletic Facilities Program \(YAF\)](#) as well.

However, the YAF program uses an evaluation criteria that scores the amount of match an applicant brings to the project. Prior to the match reduction policy adoption, all applicants were required to provide at least 50% match. The question states that if an applicant provides more than 55% match, meaning 5% over the required minimum, the project would be awarded additional points. The recommendation below is needed to account for applicants that are no longer required to bring at least 50% match.

Staff Recommendation Maintains the Intent of the Match Reduction Policy

Throughout the policy process that created the match reduction criteria, staff maintained that projects sponsored by reduced match applicants shall be evaluated the same way as all others. The match reduction policy was presented as a fiscal policy and not a policy that impacted project selection (priority ranking). The language staff is recommending below is not a substantive change in the application of the criteria question but aims to maintain the intent of giving all applicants additional points for providing match over their required minimum.

To see all the program rules and the entire evaluation criteria of the YAF, go to [Manual #17 Youth Athletic Facilities Program](#).

Request for Decision

Staff recommend the Board approve the below **staff recommendation** for YAF evaluation question #8 Matching Shares." This change ensures all project applicants will continue to get extra points for bringing more than their required minimum match.

Current Question

Scored by RCO Staff

8. Matching Shares.

Is the applicant providing a matching share more than an amount equal to the grant amount requested?

▲ Point Range: 0-2 points

0 points	Less than 55 percent of the total project cost
1 point	55-64.99 percent of the total project cost
2 points	More than 65 percent of the total project cost

New Question (**Staff Recommendation**)

Scored by RCO Staff

8. Matching Shares.

Is the applicant providing more than the minimum required match?

▲ Point Range: 0-2 points

0 points	0-5 percent greater than the minimum required match
1 point	5.01-14.99 percent greater than the minimum required match

2 points

15 percent or greater than the minimum required match

Next Steps

If adopted, these policy changes shall be incorporated into grant program materials and implemented in the evaluation of YAF projects later this year (2018).

Recreation and Conservation Funding Board Briefing Memo

APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

Meeting Date: July 18, 2018

Title: Cost Increase Request: Washington Department of Fish and Wildlife,
North Cove Access Redevelopment, RCO #14-1221D

Prepared By: Rory Calhoun, Outdoor Grants Manager

Summary

The Washington Department of Fish and Wildlife is asking the Recreation and Conservation Funding Board (board) for approval of a cost increase for North Cove Access Redevelopment (RCO# 14-1221D). The cost increase will help offset the unexpectedly high cost materials and shortage of available contractors to bid on the contract and complete the work.

The requested cost increase exceeds ten percent of the total cost, therefore policy requires board consideration of the request.

Board Action Requested

This item will be a:

- ☒ Request for Decision
- ☐ Request for Direction
- ☐ Briefing

Resolution #: 2018-09 (*Consent Agenda*)

Purpose of Resolution: Approve the cost increase request.

Background

The Washington Department of Fish and Wildlife (WDFW) received a Boating Facilities Program grant for \$549,000 to redevelop the North Cove Lake boating access site, located in Snohomish County in the town of Lake Stevens. This is a premier fishing and boating lake and WDFW's public access site was in desperate need of a renovation. The project includes construction of a new double-lane concrete boat ramp, re-paving and striping the parking lot, adding security lighting, new signs, new restrooms, and plantings for shoreline restoration.

This project was put out to bid in May of 2018 with no bidders submitting a bid. WDFW put the project out for bid again and had only two bids. The low bid was \$120,000 over the engineer's estimate and the second bid was \$221,000 over the estimate. Recently, WDFW's boating projects have been coming in on or under budget so this was unexpected. WDFW has all the permits in place and the work window starts this July for this project. WDFW cannot execute the construction contract without assurances that they will have the money to pay for the work. Construction is expected to be completed in the fall if they receive the extra funds needed for this project.

Project Status

The board awarded the Boating Facilities Program grant in 2016. Since then, WDFW has prepared the construction documents and has completed all of the upland work, which includes the parking lot, lighting, and restrooms. WDFW has been waiting for the permits for the in-water work. Permits are now in place and work in the water is allowed from now through September. The bid award is ready pending approval of a cost increase.

Discussion and Analysis

For the last few years, WDFW has been doing a great job of completing their boating projects on time and under budget. General construction costs for all types of funded projects continue to rise across the state faster than anticipated and boating projects are no exception. In fact, it is usually more expensive to work in the water and that cost is rising even faster due to shorter "in-water" work windows due to various regulatory restrictions designed to protect important fish species.

Cost Increase Policy

The Board's policy on cost increases is outlined in *Manual 4: Development Projects*.

If funds are available... and on written request, the Recreation and Conservation Funding Board may consider a cost increase in some grant programs. The director may approve cost increase requests that do not exceed 10 percent of the total project cost. The funding board will consider approval of other amounts.

The project's total approved cost is the basis for such cost increases which must meet the following criteria:

1. The sponsor must have fully explored all practical alternatives to completing the intent of the agreement.
2. The sponsor must have had little control over the conditions causing the overrun.
3. Any increase must only be used for elements in the project agreement.

Analysis

The Department of Fish and Wildlife is asking the Recreation and Conservation Funding Board for a cost increase of \$120,000. There are enough funds available in the Recreation Resources Account to cover the amount requested. This request, however, exceeds 10 percent of the project's initial approved grant amount, therefore the request is presented for the board's consideration.

Alternatives Considered

WDFW considered waiting to issue a contract, however, that creates other problems such as having to re bid the project and the extra costs to do that. In addition, WDFW would need to request a time extension because the project agreement would expire before the work could be completed in the next fish window. If WDFW had to wait for the next fish window to open up they may need to apply for new permits for any delayed construction.

Conditions Causing the Overrun

The sponsor had little control over the conditions causing the overrun. The construction industry is busy with a lack of contractors to bid and do the work. Materials and labor costs are sky rocketing in Washington. Only certain types of contractors can do specialty in water boat ramps. WDFW crews are not able to do this part of the project as they are all booked up securing permits and working on other funded projects that have restricted in water work windows.

Elements in the Agreement

If approved, the increased budget will only pay for costs associated with elements included in the approved project agreement.

Considerations

RCO staff has outlined the following options for board consideration:

- Option 1: Do nothing. The department would have to cancel the bid and wait until funds were available and get a time extension to complete the project next year.
- Option 2: Approve a cost increase of \$120,000.

The Boating Facilities Program, State Category funds for the 2017-19 biennium totaled \$8,587,500. This combined with unused funds from previous biennium, was more than enough to fully fund the 2016 ranked list of state agency projects. At this time, there are more than \$582, 000 in unused funds for this category. The funds are from projects that did not use their full grant amount.

Strategic Plan Link

Consideration of this proposal supports the board's strategy to provide funding to protect, preserve, restore, and enhance recreation opportunities statewide.

Staff Recommendation

Staff recommends approval of Option 2 as outlined above.

Next Steps

If the board approves the cost increase request, RCO staff will execute the necessary amendment to the project agreement.

Attachments

Attachment A: *Maps and Plans*

Maps and Plans



Figure 1: Location Map



Figure 2: Aerial View of Lake Stevens



Figure 3: Preliminary Site Plan

Recreation and Conservation Funding Board Briefing Memo

APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

Meeting Date: July 18, 2018

Title: Director's Report

Prepared By: Kaleen Cottingham, Director

Summary

This memo outlines key agency activities and happenings.

Board Action Requested

This item will be a:

<input type="checkbox"/>	Request for Decision
<input type="checkbox"/>	Request for Direction
<input checked="" type="checkbox"/>	Briefing

In this Report:

- Agency, budget, and policy update
- Grant management report
- Fiscal report
- Performance report

Agency Updates

RCO Employees Honored at Governor's Mansion.

RCO employees were invited to a reception at the Governor's Mansion to honor state employees of certain agencies. Each agency was able to talk about its mission and its recent accomplishments. Governor Jay Inslee and his wife Trudy were on hand to thank state employees for their hard work.



Shovels and Scissors

I attended a celebration for the conservation of more than 4,000 acres of forestland, known as the Port Gamble Forest, in north Kitsap County. Kitsap County, along with its many partners, including Forterra, bought the former commercial timberland from Pope Resources, using several RCO grants and more than 1,200 community donations and other grants totaling \$3.7 million. The conservation of the forest is the final puzzle piece of a decade-long project that surpasses major parks in cities around the world. The Port Gamble Forest property includes 65 miles of trails where already more than 20,000 hikers, birders, mountain bikers, equestrians, cyclists, and runners recreate each year. At the north end of the property is a future recreational area for mountain biking.



No Child Left Inside Grants Awarded

Gov. Jay Inslee announced the award of nearly \$1.5 million in grants to programs in 18 counties statewide aimed at getting kids outdoors. No Child Left Inside grants were awarded by the Washington State Parks and Recreation Commission in April, with RCO serving as the grant administrator. The grants target at-risk youth by focusing on programs that provide outdoor education and recreation. In addition, nearly one-third of the 39 projects that received funding employ veterans, a special emphasis of the program. In all, the grants will provide programs for nearly 23,000 kids.

This year, there were 123 grants requesting more than \$4.5 million. This year's grant recipients are offering a variety of educational and recreational activities, from exploring Mount Saint Helens to planting trees for a salmon restoration project, to sailing on a 133-foot ship, to white water river rafting. Read the [news release](#).



Supreme Court Decision on Recreational Immunity

In April, the Washington Supreme Court issued a decision that preserves recreational immunity protection for organization that allow public access on their lands. The lawsuit involved a bicyclist who was injured on the Foothills Trail in Pierce County. The court's ruling said, among other things, that the state's recreational immunity law ([RCW 4.24.200](#)) applies to lands open for public recreation despite other uses that may be occurring (such as transportation in this case). While the state's thoughts and sympathies go out to anyone injured on recreational lands, this ruling means that the organizations we work with can continue providing public access without liability concerns that may otherwise cause land closures.



RCO Begins Budget Discussions for 2019-2021 Biennium

With the RCFB's July meeting and Salmon Recovery Funding Board's June meeting, we have officially begun planning for the 2019-21 legislative session. RCO will work with our two funding boards and partner agencies to set budget request levels for all of our grant programs, which are due to the Office of Financial Management in early September 2018. In addition, RCO will likely submit some decision packages for increased operating funds related to funding the salmon recovery Lead Entities, the Governor's Salmon Recovery Office, and an update to the Statewide Salmon Recovery Strategy.



Staff Changes

Saying Goodbye

RCO said goodbye to three key staff members:

- **Karen Edwards**, an outdoor grants manager in the Recreation and Conservation Grants Section, has accepted a position with the Washington State Parks and Recreation Commission. Karen's last day with RCO was May 1.
- **Darrell Jennings**, a senior outdoor grants manager in Recreation and Conservation Grants Section, left RCO to join the Office of Financial Management as a capital budget analyst. Darrell has been with RCO for 22 years and managed all things trails, among many other duties. His last day at RCO was June 4.
- **Mike Ramsey**, a long-time outdoor grants manager in the Salmon Section, was selected as the executive director of the San Juan Islands Conservation District.



Transitioning

RCO has been very busy implementing its staffing plan for 2017-19, and that has afforded opportunities for staff to take on new challenges.

- On June 16, **Ben Donatelle**, who has been a RCO outdoor grants manager for 2 years, was selected as RCO's new policy specialist.
- On June 15, recreation and conservation outdoor grants manager **Alison Greene** moved with her family to Colton, WA. Alison will remain employed by RCO and head up the agency's first ever Colton "office."
- **Kyle Guzlas**, who has been a RCO outdoor grants manager for several years, was selected as a Grant Services Section manager to oversee key programs and new grant programs.
- **Ed Heiser** will be retiring July 31. Ed has been with the agency for 11 years and with state and local governments for more than 40 years. Ed has done an exemplary job in keeping RCO's information technology infrastructure up and running with very little down time. Ed has done a great job anticipating the needs of agency operations, communications, security, PRISM, and other systems.
- **Justine Sharp** has been an administrative assistant with the agency for several years while going to school to study information technology (IT). Justine will take on an IT in-training position whereby she will be doing desktop support for RCO and the Puget Sound Partnership.



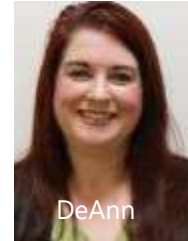
Saying Hello

- To provide some additional help in the Salmon Section, RCO hired back **Elizabeth Butler** in a project position. Elizabeth had been with RCO previously and we are excited to have her back as an outdoor grants manager.

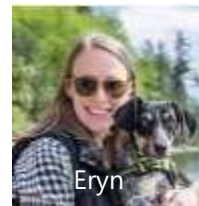
- **DeAnn Beck** joined RCO in May as an outdoor grants manager in the Recreation and Conservation Grants Section. She spent the last four years at the Department of Fish and Wildlife and the previous 18 years with the Department of Natural Resources. DeAnn has spent the past few years working to purchase a diverse portfolio of real property. Her skills as an acquisitions specialists has allowed her to jump right in and manage important recreation and conservation acquisitions.
- **Eryn Couch** will join RCO June 18 as a communications specialist working to implement the salmon recovery communications plan and on increasing the agency's social media presence. Eryn comes from the Department of Natural Resources (DNR), where she was a communication consultant for the recreation section. She grew up in Ellensburg but traveled across the mountains to attend Western Washington University. After college, she was hired as an intern at DNR, then left to write for the Puyallup Herald newspaper, and then quickly returned to DNR when a permanent position opened up.
- **Allison Dellwo** joined the Recreation and Conservation Grants Section in May as an outdoor grants manager. Allison has spent the past 10 years in the Denver area, most recently running a grant program through the Colorado Department of Public Health and Environment. She is a graduate of Willamette University in Salem, OR and received her master's degree in public administration from the University of Colorado.
- **Alissa Ferrell** joined the Salmon Section as an outdoor grants manager in June. Alissa came from the Department of Ecology, where she worked in the water quality program as the Nonpoint Program Fund coordinator, managing the federal Clean Water Section 319 grant program.
- **Chantell Krider** joined RCO in June as a data specialist to work with the Habitat Work Schedule and other agency data. Chantell has been a contractor working on many RCO projects, including the State of Salmon report, a match reduction interactive map, story maps, training staff on ArcGIS Online and Tableau, and the Washington Water & Salmon Fund Finder. Chantel has more than a decade of data management experience, including development of interactive maps and designing interactive data visualizations.
- **Dwight Moody** joined RCO in June as an information technology systems administrator. He will be shadowing and then taking over for Ed Heiser, who is retiring July 31. Dwight comes to us from the Washington State Department of Agriculture. His past experiences include industrial and energy control systems development, sawmill robotics, multi-media, systems architecture, and cyber security, as well as information technology infrastructure maintenance and operations (server, network, wireless, storage, back-up/recovery). In his spare time, Dwight is an avid Olympia historian, Lego modeler, and outdoors geocacher (GPS mapping).
- **Jesse Sims** joined the Recreation and Conservation Grants Section in May as an outdoor grants manager. Jesse has spent most of his professional career managing recreation or public access sites for the Washington Department of Natural Resources. He has successfully competed for thousands of dollars in grant funds from the Nonhighway and Off-road Vehicle Activities program. Jesse is a graduate of Central Washington University where he focused his studies on outdoor recreation management and environmental management. Jesse is obviously a risk taker, when you consider he has successfully summited three mountains—Mount Adams, Mount Saint Helen's, and Mount Baker.



Elizabeth



DeAnn



Eryn



Allison



Alissa



Chantel



Jesse

Sister Boards

- The **Salmon Recovery Funding Board** held its second meeting of the year, June 25-27, with joint meeting and tour with its counterpart, the Oregon Watershed Enhancement Board. The board then held its regular meeting to discuss its budget proposal for 2019-21 and to allocate funding for the remainder of the biennium. The meeting was held in the Columbia Gorge near Stevenson, WA. More information or the agenda can be found online.
- The **Invasive Species Council** got good news recently. The U.S. Department of the Interior is funding three projects to prevent invasive mussels and rapid response, which were suggested last fall by the council and Washington Department of Fish and Wildlife. The projects included the acquisition of a mussel-detecting dog and a 5-day enhanced rapid response exercise.

Grant Management Report

Grant Applications Pour In

Applications for the first round of Recreation and Conservation grant programs poured in by the May 1 deadline, exceeding the average number submitted during the past nearly 15 years. In all, 379 applications were submitted, requesting more than \$236 million. In the Washington Wildlife and Recreation Program (WWRP), RCO's largest grant program, the number of applications increased by 5 percent to 273. In the other four grant programs with applications due (Aquatic Lands Enhancement Account, Boating Infrastructure Grant, Land and Water Conservation Fund, and Youth Athletic Facilities), the number of applications rose by 35 percent to 106 applications. The biggest gains were made in the Youth Athletic Facilities Program, which has nearly 38 percent more applications.



Another important metric is the number of applications seeking a reduction in match under new board policies. In WWRP, 55 applications have a match reduction. In the Youth Athletic Facilities Program, 23 applicants submitted projects with a match reduction. All of these numbers are preliminary because the projects are still in the review phase.

Technical Reviews are Underway

Ten advisory committees completed in-person reviews of 250 recreation and conservation grant applications in May. Members also are completing their review of 50 grant applications that use a Recreation and Conservation Funding Board-approved written review and evaluation process. The applications, submitted for the Aquatic Lands Enhancement Account, Land and Water Conservation Fund, and the Washington Wildlife and Recreation Program, were reviewed for their technical merits and for eligibility. During the next few weeks, outdoor grants managers will return the grant proposals to the applicants for revisions based on comments and recommendations by advisors and RCO staff. All proposals must be resubmitted by established completion deadlines in July to remain eligible for consideration.



Grant Awards for Land and Water Conservation Fund Projects

Washington State is the recipient of nearly \$1.3 million in Gulf of Mexico Energy Security Act (GOMESA) revenue for federal fiscal year 2018. This represents a significant increase over the \$6,498 awarded in federal fiscal year 2017. GOMESA was enacted 12 years ago following the aftermath of Hurricane Katrina. In return for opening up additional parts of the Gulf of Mexico to energy exploration and production, GOMESA allows states to share oil and gas revenues produced in federal waters. Unlike the traditional Land and Water Conservation Fund (LWCF), these funds are not subject to Congressional approval. For the first 10 years the law included “caps” on the amount going to help the states. The caps are now off and there is a significant amount of mandatory funding that is available for the state side of LWCF.

When the board approved the final ranked list of LWCF projects last year, it delegated authority to the director to award LWCF grants using federal fiscal years 2017 and 2018 monies. The table below shows the unfunded or partially funded projects that were awarded GOMESA dollars. Edgewood Community Park is eligible for full funding upon Congressional approval of the federal fiscal year 2018 funds for the LWCF Program.

Project Number	Project Name	Grant Applicant	Grant Request	Grant Awards
16-1772C	Sunset Neighborhood Park Phase 2	Renton	\$500,000	\$29,240*
16-1584D	Hale Park Phase Two Development	Wenatchee	\$414,500	\$414,500
16-1829D	Riverfront Park Great Floods Play Area	Entiat	\$500,000	\$500,000
16-1991D	Edgewood Community Park	Edgewood	\$500,000	\$297,078

*Amount needed to finish funding this partially funded project.

Boating Infrastructure Grant Awards

The U.S. Fish and Wildlife Service (USFWS) has approved \$200,000 in grant funds for projects in Washington State that support recreational boating through the Boating Infrastructure Grant (BIG) program. The program provides funds to construct, renovate, and maintain facilities that support recreational boating for vessels that are 26 feet or more in length. Tier 1 grants are for projects requesting \$200,000 or less and Tier 2 are for projects requesting more than \$200,001 as part of a national competition. Funding for the BIG program comes from the [Sport Fish Restoration and Boating Trust Fund](#), which boaters and manufacturers support through excise and other taxes on certain fishing and boating equipment and gasoline. Additional information about the program is included in Item 3.

This year Washington State submitted one new Tier 1 grant proposal and requested full funding the Port of Friday’s Harbor’s Activity Float. Staff included a request for additional funds to support three previously funded Tier 1 projects that needed cost increases to complete their scopes of work. The projects and grant amounts are shown in Table 1. Washington State’s Tier 2 [proposals](#) were not selected for funding.

Table 1: BIG Grant Awards for Federal Fiscal Year 2017

Project Number	Project Name	Sponsor	Grant Request	Original Grant	Current Grant
16-2083D	Port of Friday Harbor Activity Float	Port of Friday Harbor	\$135,420	\$135,420	\$135,420
14-1421D	Crow Butte Large Boat Slip Addition	Port of Benton	\$95,000	\$51,555	\$95,000
14-1304D	Boat Haven Laundry Facility	Port of Port Angeles	\$48,960	\$61,603	\$67,391
14-1324D	Guest Marina Facility Upgrades	Port of Poulsbo	\$79,104	\$79,104	\$86,513

Additional Funding for Trail Grants, Waterfront Parks

With the passage of the supplemental budget and additional federal spending authority, RCO was able to fund more projects. The Federal Highway Administration approved additional funding authority for the Recreational Trails Program. The federal budget includes a \$3.6 million appropriation for the 2017-19 biennium. We awarded grants to two partially funded projects, and 16 alternate projects. We also received an additional \$11 million in the Aquatic Lands Enhancement Account and we were able to fund 21 projects. Read the [news release](#).



Project Administration

Staff administer outdoor recreation and habitat conservation projects as summarized in the table below. "Active" grants are those currently under agreement and in the implementation phase. "Director Approved" grants includes grant awards made by the RCO director after receiving board-delegated authority to award grants. Staff are working with sponsors to secure the materials needed to place the Director Approved grants under agreement.

Program	Active Projects	Director Approved Projects	Total Funded Projects
Aquatic Lands Enhancement Account (ALEA)	12	19	31
Boating Facilities Program (BFP)	47	9	56
Boating Infrastructure Grant (BIG)	7	2	9
Firearms and Archery Range Recreation (FARR)	9	0	9
Land and Water Conservation Fund (LWCF)	13	5	18
Nonhighway and Off-road Vehicle Activities (NOVA)	139	3	142
Recreation & Conservation Office Recreation Grants (RRG)	26	0	26
Recreational Trails Program (RTP)	47	6	53
Washington Wildlife and Recreation Program (WWRP)	131	45	176
Youth Athletic Facilities (YAF)	18	10	28
Total	449	99	548

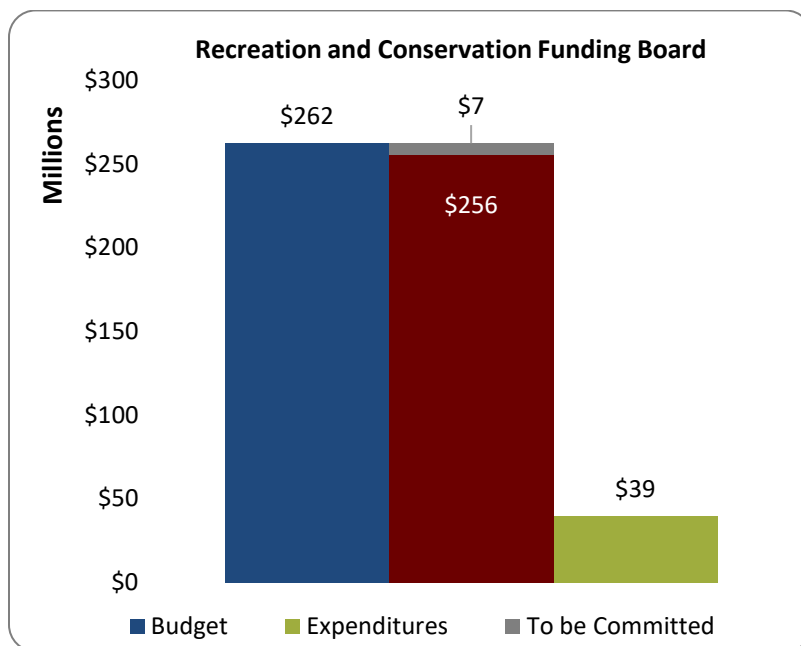
Viewing Closed Projects

Attachment A lists projects that closed between April 1, 2018 and June 15, 2018. Click on the project number to view the project description, grant funds awarded, and other information (e.g., photos, maps, reports, etc.).

Fiscal Report

For July 1, 2017-June 30, 2019, actuals through June 11, 2018 (Fiscal Month 10). Percentage of biennium reported: 45.8 percent. The "Budget" column shows the state appropriations and any received federal awards.

Grant Program	BUDGET	COMMITTED		TO BE COMMITTED		EXPENDITURES	
	Re-appropriations 2017-2019	Dollars	% of Budget	Dollars	% of Budget	Dollars	% Expended of Committed
Grant Programs							
ALEA	\$16,732,166	\$15,948,933	95%	\$783,233	5%	\$2,365,715	15%
BFP	\$30,471,144	\$29,860,525	98%	\$610,619	2%	\$2,323,483	8%
BIG	\$3,824,028	\$3,824,028	100%	\$0	0%	\$461,642	12%
FARR	\$1,414,298	\$1,086,799	77%	\$327,499	23%	\$161,860	15%
LWCF	\$5,812,483	\$5,812,483	100%	\$0	0%	\$2,624,528	45%
NOVA	\$18,007,269	\$17,517,643	97%	\$489,626	3%	\$2,843,824	16%
RTP	\$5,953,317	\$5,642,197	95%	\$311,120	5%	\$1,740,969	31%
WWRP	\$136,856,500	\$134,803,745	99%	\$2,052,755	1%	\$15,404,973	11%
RRG	\$25,765,297	\$23,707,886	92%	\$2,057,411	8%	\$6,701,190	28%
YAF	\$9,775,000	\$9,496,258	97%	\$278,742	3%	\$1,775,907	19%
Subtotal	\$254,611,502	\$247,700,497	97%	\$6,911,005	3%	\$36,404,091	15%
Administration							
General Operating Funds	\$7,871,177	\$7,871,177	100%	\$0	0%	\$3,026,766	38%
Grand Total	\$262,482,679	\$255,571,674	97%	\$6,911,005	3%	\$39,430,857	15%



Acronym	Grant Program
ALEA	Aquatic Lands Enhancement Account
BFP	Boating Facilities Program
BIG	Boating Infrastructure Grant
FARR	Firearms and Archery Range Recreation
LWCF	Land and Water Conservation Fund
NOVA	Nonhighway and Off-road Vehicle Activities
RTP	Recreational Trails Program
WWRP	Washington Wildlife and Recreation Program
RRG	RCO Recreation Grants
YAF	Youth Athletic Facilities

Board Revenue Report

For July 1, 2017-June 30, 2019, actuals through June 11, 2018 (Fiscal Month 11).

Percentage of biennium reported: 45.8%.

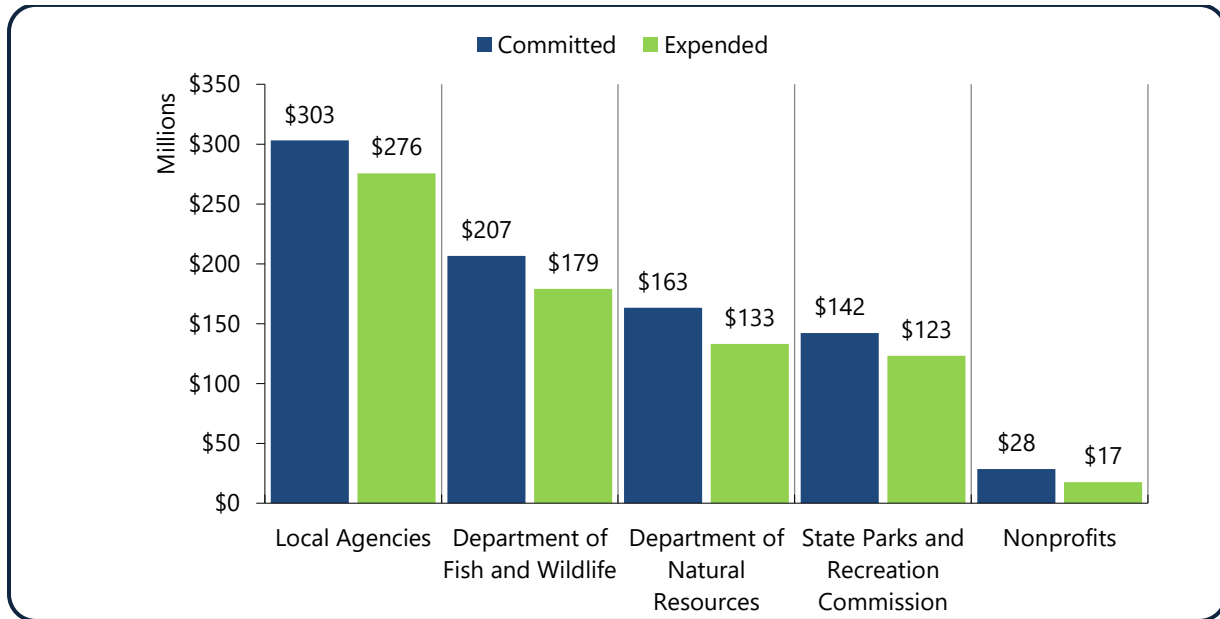
Program	Biennial Forecast	Collections	
	Estimate	Actual	% of Estimate
Boating Facilities Program (BFP)	\$20,740,072	\$9,460,605	45.6%
Nonhighway, Off-Road Vehicle Program (NOVA)	\$14,391,319	\$6,393,344	44.4%
Firearms and Archery Range Rec Program (FARR)	\$569,506	\$254,397	44.7%
Total	\$35,700,897	\$16,108,346	45.1%

Revenue Notes:

- BFP revenue is from the un-refunded marine gasoline taxes.
- NOVA revenue is from the motor vehicle gasoline tax paid by users of off-road vehicles and nonhighway roads and from the amount paid for by off-road vehicle use permits. NOVA revenue is from the motor vehicle gasoline tax paid by users of off-road vehicles and nonhighway roads and from the amount paid for by off-road vehicle use permits.
- FARR revenue is from \$2.16 of each concealed pistol license fee.
- This reflects the most recent revenue forecast of February 2018. The next forecast is due in March 2018 after the drafting of this memo.

WWRP Expenditure Rate by Organization (1990-Current)

Agency	Committed	Expenditures	% Expended
Local Agencies	\$302,991,465	\$275,576,108	91%
Department of Fish and Wildlife	\$206,586,003	\$179,029,733	87%
Department of Natural Resources	\$163,194,891	\$133,140,689	82%
State Parks and Recreation Commission	\$142,051,053	\$123,282,696	87%
Nonprofits	\$28,432,186	\$17,448,129	61%
Conservation Commission	\$3,840,040	\$378,559	10%
Tribes	\$741,411	\$701,119	95%
Other			
Special Projects	\$735,011	\$735,011	100%
Total	\$848,572,060	\$730,292,044	86%






Performance Measures for Fiscal Year 2018

The following performance data are for recreation and conservation projects in fiscal year 2018 (July 1, 2017-June 30, 2018). Data are current as of June 12, 2018.

Recreation and Conservation Funding Board Performance Measures

Measure	Target	Fiscal Year-to-Date	Status	Notes
Grant agreements mailed within 120 days of funding	90%	90%	●	238 of 264 agreements were mailed to sponsors within 120 days
Grants under agreement within 180 days of funding	95%	84%	●	31 of 37 agreements were under agreement within 180 days of funding.
Progress reports responded to within 15 days	90%	95%	●	RCFB staff received 377 progress reports and responded to them in an average of 4 days.
Bills paid in 30 days	100%	100%	●	767 bills have come due and all were paid within 30 days. On average, staff paid bills within 10 days.
Projects closed within 150 days of funding end date	85%	61%	●	98 of 161 projects have closed on time.

Projects in Backlog	5	32		There are 32 RCFB projects in the backlog
Compliance inspections done	125	107		There have been 107 worksites inspected.
Annual bills submitted	100%	92%		Bills for 173 of 188 projects have been submitted thru June 12, 2018. The remaining projects have until June 30, 2018 to submit a bill.

Projects Completed and Closed from April 1, 2018 to June 15, 2018

Project Number ⁱ	Project Name	Sponsor	Program ⁱⁱ	Closed On
14-2013P	Asotin Boat Launch Jetty Restoration Plan	Asotin	Boating Facilities Program, Local	5/15/18
14-1849E	Capitol Forest Education and Enforcement	Washington Department of Natural Resources	Nonhighway and Off-Road Vehicle Activities, Education & Enforcement	5/25/18
14-1805E	Southwest Washington Education and Enforcement	Washington Department of Natural Resources	Nonhighway and Off-Road Vehicle Activities, Education & Enforcement	4/26/18
14-2144E	Colville National Forest South End Off-Highway Vehicle Rangers	U.S. Forest Service, Colville National Forest	Nonhighway and Off-Road Vehicle Activities, Education & Enforcement	4/3/18
14-1972E	Snoqualmie Ranger District Backcountry Ranger Patrol 2016-2017	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Snoqualmie Ranger District	Nonhighway and Off-Road Vehicle Activities, Education & Enforcement	5/14/18
14-1944E	Cle Elum Front-country Education and Enforcement 2015-17	U.S. Forest Service, Okanogan-Wenatchee National Forest, Cle Elum Ranger District	Nonhighway and Off-Road Vehicle Activities, Education & Enforcement	4/2/18
14-1959E	Cle Elum Wilderness Education and Enforcement 2015-17	U.S. Forest Service, Okanogan-Wenatchee National Forest, Cle Elum Ranger District	Nonhighway and Off-Road Vehicle Activities, Education & Enforcement	4/4/18
14-2030E	Central Zone Backcountry Education and Enforcement 2016-2017	U.S. Forest Service, Okanogan-Wenatchee National Forest, Entiat Ranger District	Nonhighway and Off-Road Vehicle Activities, Education and Enforcement	4/2/18
14-2121E	2016-2017 Methow Valley Education and Enforcement	U.S. Forest Service, Okanogan-Wenatchee National Forest, Methow Ranger District	Nonhighway and Off-Road Vehicle Activities, Education and Enforcement	5/7/18
14-2102E	Methow Valley Backcountry Stock Ranger Education and Enforcement 2015-2016	U.S. Forest Service, Okanogan-Wenatchee National Forest, Methow Ranger District	Nonhighway and Off-Road Vehicle Activities, Education and Enforcement	5/2/18
14-2113E	Methow Valley Climbing Rangers 2015-2016	U.S. Forest Service, Okanogan-Wenatchee National Forest, Methow Ranger District	Nonhighway and Off-Road Vehicle Activities, Education and Enforcement	5/7/18

Project Number ⁱ	Project Name	Sponsor	Program ⁱⁱ	Closed On
14-2084E	Wenatchee River Ranger District Climbing Ranger Education and Enforcement	U.S. Forest Service, Okanogan-Wenatchee National Forest, Wenatchee River Ranger District	Nonhighway and Off-Road Vehicle Activities, Education and Enforcement	5/7/18
14-2083E	Wilderness and Backcountry Education and Enforcement 2015-2016	U.S. Forest Service, Okanogan-Wenatchee National Forest, Wenatchee River Ranger District	Nonhighway and Off-Road Vehicle Activities, Education and Enforcement	5/7/18
14-1825M	Northeast Region Nonhighway Road Facility Maintenance	Washington Department of Natural Resources	Nonhighway and Off-Road Vehicle Activities, Nonhighway Road	4/2/18
14-2039M	Cle Elum Front-country Maintenance and Operation 2015-17	U.S. Forest Service, Okanogan-Wenatchee National Forest, Cle Elum Ranger District	Nonhighway and Off-Road Vehicle Activities, Nonhighway Road	6/13/18
14-2038M	Cle Elum Ranger District: Sani Can Rentals 2015-2017	U.S. Forest Service, Okanogan-Wenatchee National Forest, Cle Elum Ranger District	Nonhighway and Off-Road Vehicle Activities, Nonhighway Road	6/13/18
14-2074M	Entiat Developed and Dispersed Maintenance and Operation 2016-17	U.S. Forest Service, Okanogan-Wenatchee National Forest, Entiat Ranger District	Nonhighway and Off-Road Vehicle Activities, Nonhighway Road	5/7/18
14-2130M	Methow Valley Campground Maintenance 2016-2017	U.S. Forest Service, Okanogan-Wenatchee National Forest, Methow Ranger District	Nonhighway and Off-Road Vehicle Activities, Nonhighway Road	4/26/18
14-2152D	Slate Peak Parking Area Improvements	U.S. Forest Service, Okanogan-Wenatchee National Forest, Methow Ranger District	Nonhighway and Off-Road Vehicle Activities, Nonhighway Road	4/9/18
14-2072M	Trailhead and Dispersed Site Maintenance and Operation 2016-2017	U.S. Forest Service, Okanogan-Wenatchee National Forest, Wenatchee River Ranger District	Nonhighway and Off-Road Vehicle Activities, Nonhighway Road	4/16/18
14-1851M	Capitol Forest Nonmotorized Trail Maintenance	Washington Department of Natural Resources	Nonhighway and Off-Road Vehicle Activities, Nonmotorized	5/25/18
14-1854D	Capitol Forest Non-Motorized Bridges	Washington Department of Natural Resources	Nonhighway and Off-Road Vehicle Activities, Nonmotorized	5/31/18
14-1840D	Granite Creek Trailhead Development	Washington Department of Natural Resources	Nonhighway and Off-Road Vehicle Activities, Nonmotorized	5/8/18
14-1807M	Southwest Washington - Yacolt Non-Motorized Maintenance	Washington Department of Natural Resources	Nonhighway and Off-Road Vehicle Activities, Nonmotorized	4/17/18

Project Number ⁱ	Project Name	Sponsor	Program ⁱⁱ	Closed On
14-1865M	Cle Elum Non-Motorized Trails Maintenance 2015-2017	U.S. Forest Service, Okanogan-Wenatchee National Forest, Cle Elum Ranger District	Nonhighway and Off-Road Vehicle Activities, Nonmotorized	4/3/18
14-1986M	Methow Valley Ranger District Trail Maintenance 2016-17	U.S. Forest Service, Okanogan-Wenatchee National Forest, Methow Valley Ranger District	Nonhighway and Off-Road Vehicle Activities, Nonmotorized	4/9/18
12-1609D	Bogachiel Rain Forest Trailhead Upgrade	U.S. Forest Service, Olympic National Forest, Pacific Ranger District - Forks	Nonhighway and Off-Road Vehicle Activities, Nonmotorized	5/22/18
14-1850M	Capitol Forest Off-Road Vehicle Trails and Facilities Maintenance	Washington Department of Natural Resources	Nonhighway and Off-Road Vehicle Activities, Off-Road Vehicle	5/25/18
14-1829D	Elbe Hills ORV Trailhead Development	Washington Department of Natural Resources	Nonhighway and Off-Road Vehicle Activities, Off-Road Vehicle	5/8/18
14-1812M	Olympic Region Off-Road Vehicle Facility and Trail Maintenance	Washington Department of Natural Resources	Nonhighway and Off-Road Vehicle Activities, Off-Road Vehicle	4/2/18
14-1806M	Southwest Washington Off-Road Vehicle Trail and Facility Maintenance	Washington Department of Natural Resources	Nonhighway and Off-Road Vehicle Activities, Off-Road Vehicle	5/2/18
14-1847D	Tahuya 4x4 Trail Development	Washington Department of Natural Resources	Nonhighway and Off-Road Vehicle Activities, Off-Road Vehicle	5/10/18
14-2136D	Horn Rapids Off-Road Vehicle Entry and Building Improvements	Richland	Nonhighway and Off-Road Vehicle Activities, Off-Road Vehicle	4/6/18
14-1922M	Cle Elum Ranger District North Zone Off-Road Vehicle Maintenance 2015-17	U.S. Forest Service, Okanogan-Wenatchee National Forest, Cle Elum Ranger District	Nonhighway and Off-Road Vehicle Activities, Off-Road Vehicle	4/4/18
14-1921M	Cle Elum Ranger District South Zone Off-Road Vehicle Maintenance 2015-17	U.S. Forest Service, Okanogan-Wenatchee National Forest Cle Elum Ranger District	Nonhighway and Off-Road Vehicle Activities, Off-Road Vehicle	4/4/18
14-2108P	Hoyt Bridge Planning Analysis	U.S. Forest Service, Okanogan-Wenatchee National Forest, Cle Elum Ranger District	Nonhighway and Off-Road Vehicle Activities, Off-Road Vehicle	5/8/18
14-2032M	Entiat and Chelan Multiple Use Trail Maintenance and Operation 2016-2017	U.S. Forest Service, Okanogan-Wenatchee National Forest, Entiat Ranger District	Nonhighway and Off-Road Vehicle Activities, Off-Road Vehicle	4/2/18

Project Numberⁱ	Project Name	Sponsor	Programⁱⁱ	Closed On
14-1799M	Naches Motorized Trails Maintenance and Operation 2015-16	U.S. Forest Service, Okanogan-Wenatchee National Forest, Naches Ranger District	Nonhighway and Off-Road Vehicle Activities, Off-Road Vehicle	5/8/18
14-1958E	Cle Elum Wilderness Education 2015-2017	U.S. Forest Service, Okanogan-Wenatchee National Forest, Cle Elum Ranger District	Recreational Trails Program, Education	6/13/18
14-2061M	Statewide Trail Maintenance	Backcountry Horsemen of Washington	Recreational Trails Program, General	5/3/18
14-2143M	Moran State Park Hiker-Biker Trails	Lopez Island Conservation Corporation	Recreational Trails Program, General	4/11/18
14-1781M	Olympic Youth Crews	Pacific Northwest Trail Association	Recreational Trails Program, General	5/2/18
14-1780M	Greenwater-Yakima - Snowmobile Trail System	Washington State Parks and Recreation Commission	Recreational Trails Program, General	6/5/18
14-1765M	Mt. Baker Snowmobile Sno-Parks and Trails	Washington State Parks and Recreation Commission	Recreational Trails Program, General	6/4/18
14-1774M	Northeast Region - Snowmobile Sno-Parks and Trails	Washington State Parks and Recreation Commission	Recreational Trails Program, General	6/5/18
14-1766M	Taneum-Manastash Sno-Parks and Groomed Trails	Washington State Parks and Recreation Commission	Recreational Trails Program, General	6/4/18
14-1971M	Alpine Lakes Trail Maintenance 2015-2016	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Snoqualmie Ranger District	Recreational Trails Program, General	4/27/18
14-2019M	Lake Chelan Uplake Trail Maintenance	U.S. Forest Service, Okanogan-Wenatchee National Forest, Chelan Ranger District	Recreational Trails Program, General	4/9/18
14-2140M	Cle Elum NM Trails Maintenance and Operation 2015-2017	U.S. Forest Service, Okanogan-Wenatchee National Forest, Cle Elum Ranger District	Recreational Trails Program, General	4/4/18
14-1987M	Sawtooth Backcountry Trail Maintenance 2016-17	U.S. Forest Service, Okanogan-Wenatchee National Forest, Methow Ranger District	Recreational Trails Program, General	4/9/18

Project Number ⁱ	Project Name	Sponsor	Program ⁱⁱ	Closed On
14-1797M	Naches District Motorized Trails Maintenance and Operation 2014	U.S. Forest Service, Okanogan-Wenatchee National Forest, Naches Ranger District	Recreational Trails Program, General	5/25/18
14-1804M	Naches Wilderness Trails Deferred Maintenance and Operation 2014	U.S. Forest Service, Okanogan-Wenatchee National Forest, Naches Ranger District	Recreational Trails Program, General	4/3/18
14-1453D	East Tiger Mountain Trail System Development Final Phase	Washington Department of Natural Resources	WWRP State Lands Development	6/1/18
14-1520D	Mailbox Peak Trail Final Phase	Washington Department of Natural Resources	WWRP State Lands Development	4/18/18
14-1697R	Grassland Restoration in South Puget Sound	Washington Department of Fish and Wildlife	WWRP State Lands Restoration	6/15/18
12-1226R	Oak Creek Forest Restoration	Washington Department of Fish and Wildlife	WWRP State Lands Restoration	6/12/18
12-1046R	Secret Harbor Estuary and Salt Marsh Restoration	Washington Department of Natural Resources	WWRP State Lands Restoration	6/7/18
12-1530A	Cape Disappointment Seaview Dunes Phase 2	Washington State Parks and Recreation Commission	WWRP State Parks	5/15/18
12-1429D	Redmond Central Connector Phase 2	Redmond	WWRP Trails	4/25/18
12-1566C	Developing Yakima Rivershore and Trail	West Richland	WWRP Water Access	4/17/18
14-1527A	Strandberg Farm and Ranchland	Okanogan Land Trust	WWRP Farmland Preservation	6/14/18
12-1590C	Oakland Bay Estuary Conservation Phase 3	Capitol Land Trust	WWRP Riparian Protection	5/15/18
12-1176A	Kennedy Creek Natural Area Preserve 2012	Washington Department of Natural Resources	WWRP Riparian Protection	4/3/18
15-1427D	New Field Lights for Columbia Point Marina Park	Richland	Youth Athletic Facilities, Renovation	5/9/18

ⁱ *A=Acquisition, C=Acquisition and Development, D=Development, E=Education/Education and Enforcement, M=Maintenance, O=Operation R=Restoration*

ⁱⁱ *WWRP = Washington Wildlife and Recreation Program*

Recreation and Conservation Funding Board Briefing Memo

APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

Meeting Date: July 18, 2018

Title: Boating Infrastructure Grant Program Projects

Prepared By: Marguerite Austin, Recreation and Conservation Section Manager

Summary

The Recreation and Conservation Office accepted grant applications for federal Boating Infrastructure Grant (BIG) program funding. This memo provides an overview of the program, a summary of the grant proposals, and outlines the evaluation and selection process. The July 2018 meeting provides an opportunity for review of the proposals in an open public meeting of the Recreation and Conservation Funding Board.

Board Action Requested

This item will be a:

<input type="checkbox"/>	Request for Decision
<input type="checkbox"/>	Request for Direction
<input checked="" type="checkbox"/>	Briefing

Background

The U.S. Fish and Wildlife Service (USFWS) has announced its request for proposals for the Boating Infrastructure Grant (BIG) program. The Recreation and Conservation Funding Board (board) has delegated the following authority to the Recreation and Conservation Office (RCO) director for the BIG program:

- The director may approve funding for Tier 1 projects after the Boating Programs Advisory Committee (BPAC) reviews the grant applications. If there are multiple applications, the committee evaluates and ranks the projects.
- The director may submit Tier 2 projects to the USFWS for the national competition following review of the projects by the BPAC and presentation of the applications at a regular meeting of the board.

At the board meeting in July, staff will present the grant applications submitted for funding consideration and fulfill the open public meeting requirement.

Boating Infrastructure Grant Program Policies

The U.S. Congress created the BIG Program under the Sport fishing and Boating Safety Act of 1998. The program is managed by the USFWS and provides funds to develop, renovate, and maintain boating facilities for recreational boats 26 feet and larger. Sponsors may also use funds to provide directional information and enhance boater education. Facilities eligible for funding include transient moorage docks, breakwaters, buoys, and upland support amenities.

The USFWS has established two “tiers” of grants.

- Tier 1 is for projects that request \$200,000 or less. Each year the state of Washington may submit an unlimited number of projects requesting funds on behalf of the state or eligible sub-sponsors. However, the total may not exceed \$200,000. Tier 1 applications are not guaranteed, but have a high probability of funding approval.
- Tier 2 is for projects that request between \$200,001 and \$1.5 million. States may submit applications for any number of Tier 2 grants on behalf of itself or an eligible sub-sponsor. These projects are submitted for national competition with no assurances of success.

Program Policies

Rules governing Washington’s program are in Manual #12, *Boating Infrastructure Grant Program*.

Eligible Applicants	Local agencies, state agencies, port districts, tribal governments, and private marinas and nonprofit organizations with facilities open to the general public
Eligible Projects	Development, renovation, maintenance, and education and information
Match Requirements	Grant recipients must provide at least 25 percent in matching resources.
Funding Limits	Tier 1: The minimum fund request is \$5,000 with a maximum request of \$ 192,086. ¹ Tier 2: The minimum fund request is \$200,001 with a maximum request of \$1,440,645. ¹
Public Access	Required for the longest useful life period identified for one or more capital improvements
Other Program Characteristics	<ul style="list-style-type: none">• Projects must be located on navigable waters.• Transient moorage is limited to 15 days.• Key priorities in the evaluative process include meeting documented needs, improving boater access, and demonstrating efficiencies, partnerships, innovation, and environmental stewardship.

RCO accepts grant applications for Tier 1 projects during the even-numbered year as part of the biennial grants cycle. Applicants may submit Tier 2 projects each year for the national competition.

Federal Fiscal Year 2019 Grant Cycle

RCO received three BIG applications for funding consideration during this grant cycle. There are two Tier 1 requests and one Tier 2 request. The proposals are described in Attachment A.

BIG Tier 1 and 2 Technical Review

The Boating Programs Advisory Committee is comprised of representatives from state and local agencies and citizens with expertise in boating access facilities. It is their responsibility to review the project proposals. This technical review will occur in July after applicants submit their complete applications. Applicants will have two weeks to update their proposals and submit changes following advisory committee review.

¹ The board’s adopted policy is to set aside 4.12 percent for program administration.

BIG Tier 1 and 2 Project Evaluation

The Boating Programs Advisory Committee will evaluate the two Tier 1 projects in August. The director will approve Tier 1 funding based on the ranked list and recommendation of the committee.

After considering the recommendations of the advisory committee for the Tier 2 project, the director will submit the project application to the USFWS by September 10, 2018 for the national competition. Tier 2 projects go through a six-step national review and selection process: application acceptance, pre-ranking review, application ranking, application selection, risk assessment, and finally award notification. The National Review Panel scores and ranks projects and recommends a ranked list to the USFWS Director who makes the final decision.

Program Funding

BIG receives a percentage of the annual revenues to the Sport Fish Restoration and Boating Trust Fund. The revenue comes from excise taxes on sport fishing equipment, fuel taxes attributable to motorboats, and import duties on fishing tackle, yachts, and pleasure craft.

The state capital budget for the 2017-19 biennium includes authorization to expend up to \$2.2 million in federal funds. The USFWS anticipates awarding approximately \$8 million for BIG Tier 2 projects in federal fiscal year 2019 and \$4 to \$5 million for BIG Tier 1 projects.

Strategic Plan Link

Consideration of grant awards supports the board's strategy to provide funding to protect, preserve, restore, and enhance recreation opportunities statewide. The grant process supports the board's goal to achieve a high level of accountability in managing the resources and responsibilities entrusted to it. The criteria for selecting projects support strategic investments in the protection, restoration, and development of recreation opportunities.

Projects considered for BIG support board adopted priorities in the *Recreational Boating Plan* and the *Washington State Recreation and Conservation Plan 2018-2022*.

Public Comment

No public comment has been received to date.

Next Steps

The director will submit the Tier 2 project to the USFWS for federal fiscal year 2019 fund consideration following public comment and final review by the committee. The director will select and submit Tier 1 projects to the USFWS for federal fiscal years 2019 and 2020 funding following public comment and review and evaluation by the advisory committee.

Attachments

- A. Boating Infrastructure Grant Program Project Proposals for Federal Fiscal Years 2019 and 2020
- B. Map of Project Locations

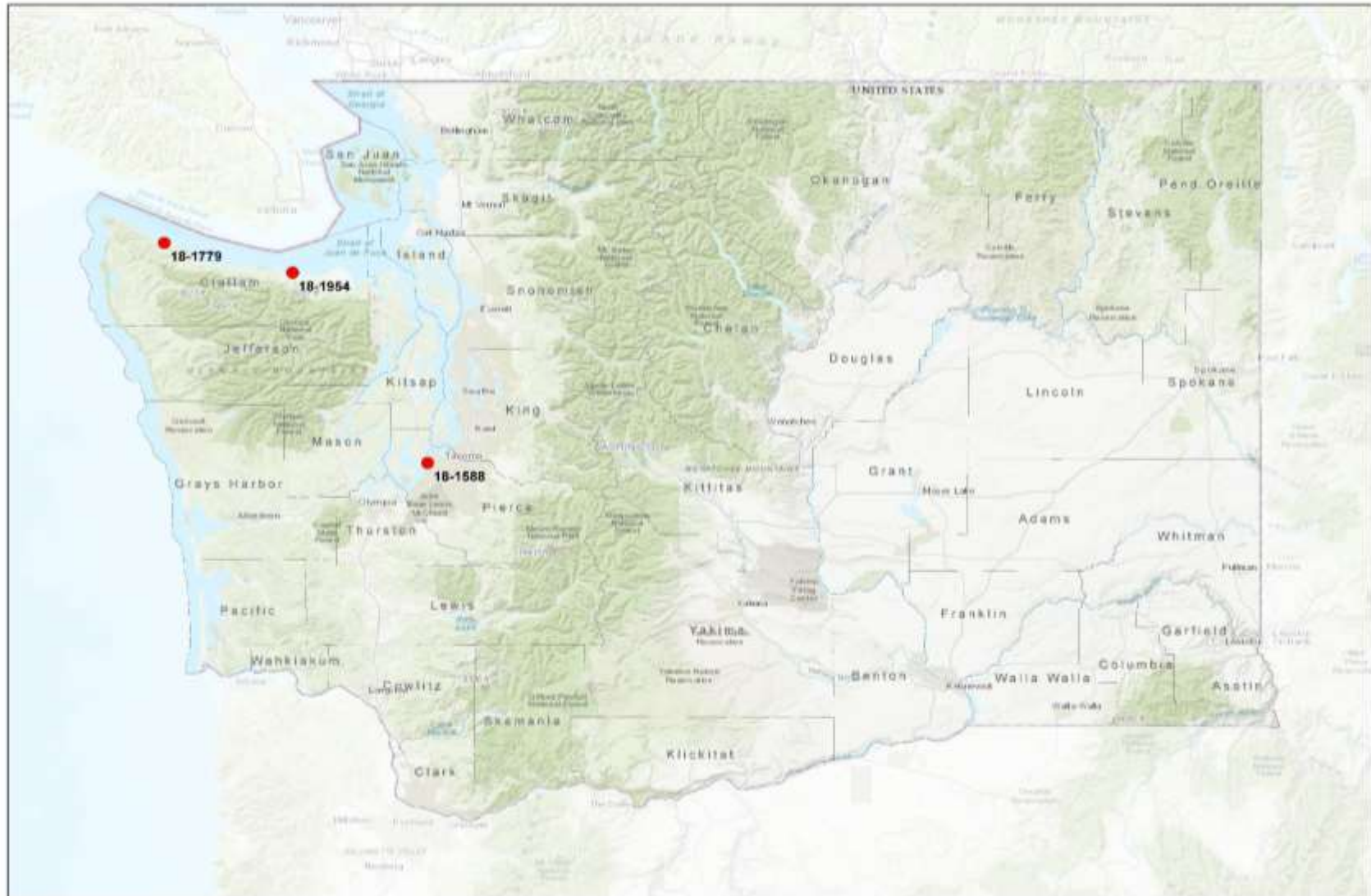
Boating Infrastructure Grant Program Tier 1 Project Proposals for Federal Fiscal Years 2019-20

Number	Name	Sponsor	Grant Request	Match	Total Cost
18-1588					
Development	Narrows Marina Upland Transient Facilities	Narrows Marina	\$71,658	\$23,886	\$95,544
	Description: This grant will be used to provide transient and day-use guests with upland support facilities at the Narrows Marina in Tacoma. The proposal includes construction of one restroom with a toilet, sink, and shower, and a laundry room for one washer and dryer. The goal is to further accommodate guests, as they can stay for up to 10 days. Since the transient dock was built with BIG in 2013, there has been a need for 24-hour access to a shower, laundry room, and restroom.				
18-1779					
Development	Van Riper's Resort Transient Moorage	Van Riper's Resort	\$144,043	\$48,015	\$192,058
	Description: Van Riper's Resort will use this grant to replace 180 feet of aging transient moorage floats. The resort is located in Sekiu, about 1 hour west of Port Angeles on the Olympic Peninsula. The resort provides easy access to an extremely popular fishing area. In addition to salmon, it is a great spot to fish for halibut, cod, and sea bass. The resort has a waterfront motel, RV park with full hook-ups, and other boating amenities.				

Boating Infrastructure Grant Program Tier 2 Project Proposal for Federal Fiscal Year 2019

Number	Name	Sponsor	Grant Request	Match	Total Cost
18-1954					
Development	Port Angeles Fuel Float	Port of Port Angeles	\$497,320	\$223,433	\$720,753
	Description: The Port of Port Angeles will use this grant to replace the marine fueling float at the Port Angeles Boat Haven. This project will utilize much of the existing infrastructure at the marina and will replace an existing fuel dock installed in 1973. All in water and over water work will be a direct replacement of existing infrastructure. Once completed, the project will provide transient and local boaters that utilize the Port's Boat Haven and the seasonal moorage at the City's Pier, a reliable and modern marine fuel facility.				

State Map of Boating Infrastructure Grant Projects



Recreation and Conservation Funding Board Briefing Memo

APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

Meeting Date: July 18, 2018

Title: Outdoor Recreation Legacy Partnership (ORLP), Delegate Authority to Submit Grant Applications

Prepared By: Marguerite Austin, Recreation and Conservation Section Manager

Summary

This memo summarizes the Land and Water Conservation Fund (LWCF) Outdoor Recreation Legacy Partnership Program and provides an overview of the 2018 grant cycle. There is a timing conflict between the application deadline to the National Park Service and the Recreation and Conservation Funding Board (board) meetings. Because the deadline varies and typically creates this conflict, staff is asking the board to permanently delegate authority to the Recreation and Conservation Office (RCO) director to approve projects for submittal to the national competition following review and ranking by the LWCF advisory committee. The July 2018 meeting also provides an opportunity for review of the project proposals in an open public meeting.

Board Action Requested

This item will be a:

<input checked="" type="checkbox"/>	Request for Decision
<input type="checkbox"/>	Request for Direction
<input type="checkbox"/>	Briefing

Resolution: 2018-10

Purpose of Resolution: Delegate authority to the RCO director to solicit and submit projects to the National Park Service for the national competition for funding.

Background

The federal Land and Water Conservation Fund (LWCF) provides matching grants to states to preserve and develop quality outdoor recreation resources. The National Park Service (NPS) distributes funding to the states by a formula based on population and land area. This year, however, Congress has set aside an appropriation of \$13.3 million for its nationally competitive Outdoor Recreation Legacy Partnership (ORLP) program and each state has been given an opportunity to submit up to three projects for consideration.

The ORLP Program funds projects designed to acquire or develop outdoor recreation sites that are located within or serve large urban areas (population of 50,000 or more). The goal is to fund projects that are directly accessible to neighborhoods or communities that are underserved in terms of parks and recreation resources and where there are significant populations of people who are economically disadvantaged. When evaluating grant proposals, a national panel will prioritize projects that:

- Address recreational deficiencies for urban neighborhoods
- Demonstrate unique features that are innovative and transformative
- Engage residents in the project's development
- Have experienced sponsors or partners who have successfully completed similar projects

- Improve recreation service to minorities, youth, or low to moderate income individuals or families, while also creating jobs and spurring economic development
- Involve partnerships that leverage non-public resources that exceed the 1:1 match level
- Provide clear and detailed budgets with secured match, and
- Will be implemented and open to the public within two to three years.

In addition to the objectives listed above, projects have to clearly advance the goals or meet needs identified in their respective State's Comprehensive Outdoor Recreation Plan (SCORP).

Outdoor Recreation Legacy Partnership Program Policies

Rules governing the LWCF program are in the [Land and Water Conservation Fund Federal Financial Assistance Manual](#). Additional guidelines for Washington's LWCF program are in [Manual #15, Land and Water Conservation Fund Program](#). The Outdoor Recreation Legacy Partnership program follows the same policies as those for LWCF, but places emphasis on funding projects for urban underserved populations. The table below provides a summary of the requirements for this grant cycle.

Eligible Applicants	State and local governments (cities, counties, park districts, port districts, special purpose districts) and federally recognized Native American tribes.
Eligibility Requirements	<p>Eligible applicants must:</p> <ul style="list-style-type: none"> • Establish planning eligibility • Represent a jurisdiction of at least 50,000 people, and • Be named as one of the 497 urbanized areas delineated by the Census Bureau or be a jurisdiction that lies geographically within one of the delineated urbanized areas. <p>If the project sponsor is a state agency, the project must serve one or more of the urbanized area jurisdictions as described above.</p>
Eligible Project Types	Acquisition, development, and renovation projects.
Match Requirements	At a minimum, grant recipients must provide a 1:1 match from state, local or private sources.
Fund Limits¹	<p>Minimum grant request: \$250,000 per project</p> <p>Maximum grant request: \$750,000 per project, less RCO's indirect rate</p> <p>The cost estimate defines the maximum federal share. This policy is to prevent scope changes that might alter the competitive nature of the project. In other words, no cost increases.</p>
Public Access	Required for the whole (e.g., entire park) project area.
Other Program Characteristics	<ul style="list-style-type: none"> • Property acquired must be developed within three years. • Project sponsors must record language against the deed of the assisted property stating the property acquired, developed, or renovated must be preserved for public outdoor recreation uses in perpetuity. • The conversion rules found in section 6(f)(3) of the Land and Water Conservation Act applies.

¹ The federal limits exceed the board-approved grant limits for the stateside LWCF program.

2018 Grants Cycle

The National Park Service is now accepting grant applications for the Outdoor Recreation Legacy Partnership Program. The federal deadline is September 14, 2018. To ensure applicants from the state of Washington have an opportunity to participate in this competition, RCO staff is currently soliciting grant proposals. Organizations like the Association of Washington Cities and the Washington Recreation and Park Association are working to help RCO spread the news about this federal funding opportunity.

Eligible applicants provided their preliminary proposals by June 26 and must submit their applications by July 17. Following RCO staff's review, applicants will be given an opportunity to make revisions, if needed, before the August 17 technical completion deadline. Washington's LWCF advisory committee will review and rank projects in terms of how well they meet the priorities outlined in the federal evaluation criteria. The committee's recommendation to RCO's director is due August 31.

Analysis

Although the ORLP grant proposals are due before the board's July meeting, the LWCF advisory committee's review and ranking of projects is not scheduled until the middle of August. Final proposals are due to the National Park Service in September, substantially before the board's October meeting. This means there is a timing conflict between the application deadline and board meetings. This happened in past cycles and staff expects that the timing conflict will continue to exist for future cycles because the federal deadlines vary.

Staff considered requesting proposals earlier in the year, however, it would be difficult to complete the application review and evaluation process for a decision by the board in June or July, and the board's fall meeting is typically held after the applications are due to NPS. In addition, the publication date for the federal Notice of Funding Opportunity varies. This is especially significant because this document outlines the application requirements and evaluation criteria for each ORLP grant cycle. An earlier cycle also would be difficult for applicants because there already is a significant lag between the application deadline and federal awards, which are made nearly one year later.

The board has delegated authority to the director to submit applications to the NPS in a previous grant cycle. The board also has done this for the national competition in the Boating Infrastructure Grant (BIG) program, which has a similar timing conflict for Tier Two projects. The approach has been successful in both grant programs, with staff keeping the board informed by providing information about the project applications and evaluation process. A solution to this reoccurring challenge is to permanently delegate authority to RCO's director to select projects for submittal to the National Park Service once they have been reviewed and ranked by the LWCF advisory committee. Each grant cycle staff would provide an update to the board along with a summary of the grant applications submitted for review in an open public meeting.

Strategic Plan Link

Consideration of submitting projects for this federal funding opportunity supports the board's strategy to provide funding to protect, preserve, restore, and enhance recreation opportunities statewide. The grant process supports the board's goal to achieve a high level of accountability in managing the resources and responsibilities entrusted to it.

Projects considered for the Outdoor Recreation Legacy Partnership Program support board adopted priorities in *Washington State Recreation and Conservation Plan 2018-2022*.

Staff Recommendation

Staff recommends that the board approve delegation of authority to the director to submit projects, consistent with the LWCF Advisory Committee's ranking or recommendation, to the National Park Service for the National Outdoor Recreation Legacy Partnership Program.

Next Steps

At the July board meeting, staff will provide a brief summary of the ORLP grant proposals submitted for this grant cycle (see Attachment A). This overview provides an opportunity for consideration in an open public meeting. Staff will then ask the LWCF Advisory Committee to use the federal evaluation criteria to review, rank (if needed), and recommend projects for consideration. The director will then submit the highest ranked projects to the National Park Service for the national completion. Staff will update the board on the projects selected and submitted for Washington State at a later meeting.

Attachments

- A. Outdoor Recreation Legacy Partnership Project Proposals
- B. Resolution 2018-10, Delegation of Authority to the Director for the Outdoor Recreation Legacy Partnership Program

Outdoor Recreation Legacy Partnership

Project Proposals for Federal Fiscal Year 2018

Number	Name	Sponsor	Grant Request	Match	Total Cost
18-2207 Development	West Fenwick Park Renovation	Kent	\$720,323	\$938,575	\$1,658,898
Description: The West Fenwick Park Renovation project is designed to renovate existing features and to add amenities to a 15-acre community park. This project will fund the repurposing of a handball court and renovation of a loop trail along with associated lighting. It will also fund new amenities including a multi-use futsal/soccer court, play area, and a picnic shelter. West Fenwick Park is the only actively used community park on the west hill of Kent and this project includes improved connections to bordering neighborhoods and expansion of parking areas.					
18-2176 Development	Mother Nature's Window Park Legacy	Marysville	\$619,295	\$619,296	\$1,238,591
Description: The City of Marysville will use this grant for the development of public access to Mother Nature's Window Park, a 35 acre open-space site located in central Marysville. The park site is currently not open to the public. Development will include, parking, fencing, an off-leash dog park area, a small amphitheater, trail improvements and a small restroom facility. The goal of this project is to provide safe public access to a wonderful natural oasis that can be used and appreciated by all outdoor enthusiasts. The majority of the site is second growth forest that was once a private park used by local children in scouting programs. The property was acquired in 1999 by Marysville, to preserve the unique natural characteristics of the site.					
18-2169 Development	South Park Community Center Playground and Spray Park	Seattle	\$720,323	\$1,279,677	\$2,000,000
Description: Seattle is requesting grant funds for a playground and spray park in Seattle's South Park neighborhood. This development project will add a spray park and relocate the existing playground to a prominent area away from the highway, providing more active youth play in this underserved area.					
In 2017, Seattle completed the South Park Community Center Challenge Fund Site Wide Study which provided an opportunity to engage with community members in redesign one of South Park's only open spaces. Currently, this park is underutilized due to an assortment of challenges including health concerns from proximity to State Route 99, poor sight lines to and from key park elements (particularly the playground), other crime and safety concerns, insufficient security lighting, sports fields that do not meet league standards, and lack of facilities that draw multi-generational use and spontaneous play. While the park falls short as a vibrant, active site, the adjacent community center is considered by many residents as the heart of the South Park community. New play equipment will significantly increase the number of people served, providing access for children of all ages and abilities. Grant funds will support the improvements to update the play area equipment, enhance safety and increase play area accessibility in compliance with the Americans with Disabilities Act (ADA).					

Recreation and Conservation Funding Board
Resolution #2018-10
Delegation of Authority to the Director for the Outdoor Recreation
Legacy Partnership Program

WHEREAS, the Recreation and Conservation Funding Board (board) submits grant applications to the U.S. Department of the Interior's National Park Service (NPS) for the Land and Water Conservation Fund - Outdoor Recreation Legacy Partnership (ORLP) Program; and

WHEREAS, the projects must meet the program requirements stipulated in Manual #15, *Land and Water Conservation Fund*, rules established in the *Land and Water Conservation Fund Federal Financial Assistance Manual*, and criteria published in the *National Park Service Notice of Funding Opportunity*; and

WHEREAS, the Land and Water Conservation Fund Advisory Committee reviews and ranks these projects to help ensure consistency with the objectives of the ORLP, thus supporting the board's strategy to fund the best projects as determined by the review and evaluation process; and

WHEREAS, this assessment by the committee promotes the board's objectives to conduct its work with integrity and in an open manner; and

WHEREAS, the board's meeting schedule to consider the committee's results typically conflicts with the deadline for submitting application to the NPS; and

WHEREAS, the board has previously delegated authority to the Recreation and Conservation Office (RCO) director to submit ORLP projects to the NPS for funding consideration; and

WHEREAS, delegation of authority supports the board's goal to operate efficiently; and

WHEREAS, consideration of these grant awards supports the board's strategy to provide funding to protect, preserve, restore, and enhance recreation opportunities statewide;

NOW, THEREFORE BE IT RESOLVED, that RCO's director is authorized to submit Outdoor Recreation Legacy Partnership applications to the National Park Service for evaluation and funding consideration; and

BE IT FURTHER RESOLVED, that before submitting the applications to the NPS, the director shall present the projects to the board at a regular or special meeting to allow opportunity for public comment; and

BE IT FURTHER RESOLVED, that the board authorizes the director execute any and all project agreements, and amendments necessary to facilitate implementation of the approved projects.

Resolution moved by: _____

Resolution seconded by: _____

Adopted/Defeated/Deferred (underline one)

Date: _____

Recreation and Conservation Funding Board Briefing Memo

APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM

Meeting Date: July 18, 2018

Title: Nonhighway and Off-road Vehicle Activities (NOVA): Policy Changes

Prepared By: Adam Cole, Natural Resource Policy Specialist

Summary

The Board directed staff to solicit public comments on the Non-highway and Off-road Vehicle Activities (NOVA) Program policy proposals discussed at its April meeting. This memo summarizes these public comments and presents final policy proposals for the current grant cycle. These policies effect the follow aspects of the NOVA program:

1. Evaluation Criteria ("Streamlining" the Criteria)
2. Grant Limit Amounts (Raising Them)

Additionally, staff will brief the board on operational items related to these policy changes. These include a plan to:

1. Schedule any in-person project evaluations by geography and sponsor to provide added project context for the evaluators, and potentially consolidate the need for applicants to repeat "background" information.
2. Shortening the in-person project presentation time towards constraining the entire evaluation presentation schedule to no more than 5 consecutive days, or less if desired.
3. Update the written materials the evaluators shall receive to improve their understanding of the project details and metrics.

If adopted, these changes would be in effect for the 2018 grant cycle (Opening August 1, 2018)

Board Action Requested

This item will be a:

<input checked="" type="checkbox"/>	Request for Decision
<input type="checkbox"/>	Request for Direction
<input type="checkbox"/>	Briefing

Recreation and Conservation Board Resolution 2018-11

Background and Summary

Background

The [Nonhighway and Off-road Vehicle Activities \(NOVA\) Program](#) provides grants for planning, acquiring, developing, and maintaining and operating land and facilities for activities such as cross-country skiing, hiking, horseback riding, mountain biking, hunting, fishing, sightseeing, motorcycling, and riding all-terrain and four-wheel drive vehicles. A portion of the funds are also dedicated to education and

enforcement activities that help preserve opportunities for NOVA recreation. RCO staff manage the program in consultation with the [NOVA Advisory Committee](#)¹. For a Summary of the NOVA program (such as funding formulas, project categories, eligible applicants, and project types), review the memo provided in [Item 12](#) of [the April 2018 Recreation and Conservation Funding Board meeting](#).

Summary

This item concerns only the Nonmotorized, Nonhighway Road, and Off-road Vehicle categories, not the Education and Enforcement category.

1) Evaluation Criteria Changes (Policy)

Staff is recommending eliminating some evaluation criteria to allow for reduction in individual project presentation time. In addition, re-weighting the Need and Need Fulfillment criteria for maintenance projects will create more distinction among those projects.

2) Grant Limit Changes (Policy)

Staff is recommending raising the maximum grant request in certain categories and project types in response to increasing costs of projects. This will increase the potential to fund larger projects and allow applicants to “bundle” projects to reduce workload. In addition, raising grant limits may constrain the overall growth in applications or reduce the number of applications, which would in turn reduce work load for staff, applicants, and the NOVA Advisory Committee (project evaluators).

3) Items Related to the Policy Changes (Operational Overview)

Staff will brief the Recreation and Conservation Funding Board (Board) on the following anticipated improvements to the management of the project evaluation process in response to these anticipated policy changes:

- A. Grouping Projects. Staff shall group projects by region of the state and sponsor in order to provide better context for project need. Also, grouping projects in this way should save presentation and evaluation time by reducing the need for applicants to repeat “background” information on each project.
- B. Shortening Presentation Times. If the Board adopts policies that reduce the number of criterion, staff will reduce the presentation time allocated to each project during evaluation. Traditionally, staff has set a 20 minute time slot for each project. Staff will reduce this time as needed to keep the entire in-person evaluation schedule to 5 consecutive days or less.
- C. Update Evaluator Packets. Staff will update the format of the written materials the evaluators receive. This update will consolidate several pages of information into one or two pages and thus allow easier analysis of project costs, worksite locations, miles of trails and number of other amenities maintained.

¹ [RCW 46.09.340](#)

Summary of Public Comments

At its April meeting, the Board directed staff to seek additional stakeholder engagement on policy (and operational) issues, and solicit public comments on any policy proposals that emerged. Ultimately, the proposals that went out for public comment were changes to the evaluation criteria and process, as well as changes to grant limits. The public comment period was from May 16th to June 6th.

Options

For evaluation criteria changes, staff proposed 4 options.

- The first two options (1A, 1B) involve no change to the current criteria, and a choice between a written (new process) or in-person evaluation process (status quo) for maintenance projects.
- The second two options (2A, 2B) present new evaluation criteria (fewer questions), with a choice between a written process, or an in-person process with shorter presentation periods for maintenance projects.

The staff preferred option was Option 2B: criteria changes (fewer questions) and a shorter in-person evaluation process.

For grant limit changes, staff proposed 3 options.

- Option 1 - no change,
- Option 2 - raise most limits from \$150,000 to \$200,000, and
- Option 3 - raise nearly all grant limits to \$250,000 (this was the staff preferred option).

For the details of the proposals that went out for public comment, see Attachment C.

For verbatim public comments received and staff response see Attachment B.

Discussion of Comments Received

Staff received 17 public comments, two of which staff categorized as “Miscellaneous” because they did not pertain directly to the current policy proposals. Of the 15 remaining comments, five were from government organizations (4 from the United States Forest Service, 1 from Washington State Department of Natural Resources). Two Commenters were from non-profit organizations (Pacific Northwest Four Wheel Drive Association, Spring Trust for Trails). The remaining ten commenters were private citizens.

With regard to the fifteen comments, all four of the United States Forest Service commenters supported staff preferred options, although two did not comment on the grant limit increases. Of the two non-profits that commented, one supported all staff preferred options and the other only supported the criteria changes and not the grant limit increase. Of the remaining eight citizen commenters, five supported all staff preferred options, while one opposed. Lastly, one citizen commenter supported streamlining the grant process and another supported raising grant limits for ORV projects.

The Washington State Department of Natural Resources (DNR) provided the most thorough comments. DNR partially supported the staff preferred options and provided rationale for why. DNR did not support any increases to grant limits because there is little or no evidence this change would reduce the number of grant applications. It was pointed out that when the Board raised grant limits two years ago from \$100,000 to \$150,000 and \$200,000 for most project types and categories, there was actually an increase

in applications. DNR also stated that a minority of the grant requests in 2016 neared or hit these new limits. Also, DNR said that the operational geographies of the applicants, such as Forest Service Ranger Districts, naturally limit the amount of monies a project needs. With regard to evaluation criteria changes, DNR supports eliminating the identified evaluation criteria but opposes the new Discretionary Advisory Committee Member evaluation question. DNR stated that the new question is fundamentally inconsistent with the other prescriptive criteria and could have unintended consequences. Lastly, DNR supported preserving in-person evaluations and a conservative reduction in presentation time if needed.

After much consideration, RCO grant staff recommended against the addition of the new Discretionary Advisory Committee Member evaluation question at this time due to the potential of unanticipated consequences, such as evaluator bias. The grant staff also recommended against the creation of new data for evaluators as staff capacity to prioritize, organize, and evaluate new information is unusually constrained for this grant round (vacancies, new staff).

Strategic Plan Link

Consideration of this proposal supports the following goals of the board:

1. We help our partners protect, restore, and develop habitat and recreation opportunities that benefit people, fish and wildlife, and ecosystems.
2. We achieve a high level of accountability in managing the resources and responsibilities entrusted to us.
3. We deliver successful projects by inviting competition and by using broad public participation and feedback, monitoring, assessment, and adaptive management.

Staff Recommendation

Final Staff Recommendations

Based on public comments and input from RCO grant staff, staff is recommending the following changes to the policy proposals put out for public comment.

1. Criteria Changes
 - a. Remove the addition of the new Discretionary Advisory Committee Member question. This was for maintenance projects only.
 - i. Allocate the points for this question to the Need Fulfillment criterion for maintenance projects.
2. Grant Limit Increases
 - a. Rather than recommending increases in grant limits to \$250,000 across the board, only raise grant limits for maintenance projects from \$150,000 to \$200,000 in the Nonmotorized and Nonhighway Road categories, and from \$200,000 to \$250,000 in the Offroad Vehicles category.

- b. Staff continue to recommend grant limit raises from \$200,000 to \$250,000 for acquisition, planning, and development project types in the Nonmotorized and Nonhighway Road categories.

Staff request Board approval of the final policy recommendations outlined in Attachment A.

Next Steps

Staff will update the NOVA manuals based on any policy changes approved by the board in preparation for the upcoming grant cycle. Staff will operationalize other process improvements as called out in this memo.

Staff will continue to work on items in the NOVA plan for future grant cycles to include evaluating the utility of a partial 'block grant' system of grant-making in this program. Issuing block grants rather than many individual grants to a single applicant or agency may reduce staff time (RCO and applicant) and Nova Committee member evaluation time.

Attachments

Attachment A. Final Staff Recommendations

Attachment B. Verbatim Public Comments

Attachment C. Policy Proposals for Public Comment (May 23 – June 6, 2018)

Attachment D. Board Resolution

Attachment A.

Final Staff Recommendation

Policy Statement for NOVA Changes

Intent

These changes to the evaluation criteria aim to “lean” the evaluation instrument by removing some criterion to allow shorter presentation times for projects. This goal of a leaner and more effective evaluation instrument is to move from what has traditionally been a 20 minute in-person evaluation period to a shorter period to be identified after all applications have been completed. (The goal is to constrain the complete NOVA in-person evaluation schedule to 5 consecutive days or less). For Maintenance projects, increasing the weight of the Need and Need Fulfillment aims to better distinguish projects from one another and keeps total scores in line with other project types.

Note: The “SCORP” question, formerly question 3, was removed by board resolution in October of 2017 as part of the adoption of the State Recreation and Conservation Plan (SCORP) -Unified Strategy - Changes to Grant Programs.

The changes to grant limits allows applicants to “bundle” smaller projects into one application, or request more money for larger projects or those that have become more expensive. The goal is to reduce staff time and potentially limit the growth in applications (or reduce them)

Evaluation Criteria Policy

1. Remove the Environmental Stewardship Criterion.
2. Remove the “Maintenance” and “Readiness to Proceed” questions from maintenance projects.
3. For Maintenance projects only, increase the weight of the Need and Need Fulfillment criteria.

Red Underline are additions to the criteria.

~~Red-Strikeouts~~ are deletions in the criteria.

NOVA Evaluation Criteria

Scored By	Question	Title	Questions by Category and Project Type	Current and Proposed Maximum Points
Advisory Committee	1	Need	All	15 <u>20 (for Maintenance Projects)</u>
Advisory Committee	2	Need fulfillment	All	15 <u>25 (for Maintenance Projects)</u>
Advisory Committee	3	Site suitability	Acquisition	10
			Combination Acquisition and Development	5
Advisory Committee	4	Project design	Development	10
			Combination Acquisition and Development	5
Advisory Committee	5	Maintenance	Maintenance and Operation	10
Advisory Committee	5	Planning	Planning	10
Advisory Committee	7	Sustainability and environmental stewardship	All	5
Advisory Committee	6	Readiness to proceed	All For Development, Planning, Acquisition, and Combination Acquisition and Development Project Types Only. (Not Maintenance)	5
Advisory Committee	7	Predominantly natural	Nonmotorized and Nonhighway Road category only	5
Advisory Committee	8	Project support	All	10
Advisory Committee	9	Cost-benefit	All	5
RCO staff	10	Matching shares	All	5
RCO staff	11	Population proximity	All	2

Scored By	Question	Title	Questions by Category and Project Type	Current and Proposed Maximum Points
RCO staff	12	Growth Management Act preference	All	0 Range = -1 to 0)
Nonhighway and Nonmotorized Total Points Possible				82 72
ORV Total Possible Points				77 67

KEY:

All=includes acquisition, development, maintenance and operation, and planning project types.

* Approximate Values

For each question scored by the advisory committee, descriptive text and bullets are provided to help applicants and evaluators. A successful proposal need not address each consideration, nor is the list all inclusive.

1. Need. What is the need for new, improved, or maintained facilities?² (Applicants respond only to bulleted items clearly relevant to their projects.)

A) State, Regional, Land Manager, or Community Needs

- Cite any publicly reviewed and adopted plan that supports the need for the project by name, location, or type.
- Describe why NOVA funds are critical to the completion of this project (current physical condition, safety, environmental issues, imminent threat of loss of recreation, etc.)

B) Inventory Issues

- Describe similar opportunities now available in the local area.
- Describe the need for new and/or improved facilities in the service area. For example, are there overcrowding issues? Is this a unique recreational experience?
- Describe any significant maintenance backlog in the project area.

C) Use

- Describe how accessible (including to people with disabilities) the finished project will be to intended users.
- Describe how heavily trails and support facilities in the area are used.

²Throughout this question, the applicant should address the need for facilities or recreation opportunities in the specific grant category in which he or she is applying. For example, if the applicant is applying for an off-road vehicle grant, he or she should describe the need for off-road vehicle facilities or address the off-road vehicle recreation opportunities.

- Describe any un-served or under-served user groups.

▲ Point Range: 0-5 points, which staff later multiplies by 3. [By 4 for Maintenance Projects.](#)

0 points No or very weak need established.

1-2 points Fair to moderate need established.

3 points Strong need established.

4-5 points Very high to exceptional: several points made to establish need.

Revised 2004.

2. Need fulfillment. How well will this project fulfill the service area's needs identified in Question 1? (Applicants respond only to bulleted items clearly relevant to your project.)

- How does the project meet the applicant's stated goals and objectives?
- How does the project meet the needs identified in the service area?
- How will the project meet the needs of any underserved user groups?
- How have intended users been included in the planning process and how has their feedback been addressed?

▲ Point Range: 0-5 points, which staff later multiplies by 3. [By 5 for Maintenance Projects.](#)



0 points No or weak evidence of need satisfaction.

1-2 points Fair to moderate evidence. Project fills only a small portion of the apparent or expressed need.

3 points Strong evidence. An important need will be addressed by the project, although that need will not be completely filled by the project as proposed.

4-5 points Very high to exceptional evidence. The project fulfills a critical need.

Revised 2004.

3. Site suitability. To what extent is the site to be acquired well suited for the intended recreational activity?³ (Applicants respond only to bulleted items clearly relevant to your project.)

Describe the suitability of the site's physical features for the proposed uses. Generally, sites most compatible with the proposed uses will score higher. Consider such factors as:

- Size
- Topography
- Soils
- Natural amenities
- Location

Other considerations include:

- How is the proposed acquisition compatible with the adjacent land uses?
- Does this acquisition provide a buffer to the existing use area? Explain.
- Will the proposed acquisition link to an existing facility?⁴ Explain.

▲ Point Range: 0-5 points, which staff later multiplies by 2.

0 points	No evidence presented, or the site is inappropriate for the intended recreation uses.
1-2 points	Below average to moderate. The site appears fair for the intended uses, though there may be concern over its appropriateness.
3 points	Good. Site is adequate or reasonable for intended uses.
4-5 points	Very good to excellent. Site is outstanding.

Revised 2004.

³An applicant should address the suitability of the site for the recreation facility in the specific grant category in which he or she is applying. For example, if the applicant is applying for an off-road vehicle grant, he or she should describe the suitability of the site for off-road vehicle recreation.

⁴Existing facilities providing recreation for the specific grant category in which he or she is applying. For example, if the applicant is applying for an off-road vehicle grant, will the proposed acquisition link to an existing facility providing off-road vehicle recreation.

**4. Project design. Is the proposal appropriately designed for intended uses and users?
(Applicants respond only to bulleted items clearly relevant to your project.)**

If the facility has a Primary Management Objective,⁵ describe how the project design is compatible with the objective.

Explain how the project uses proven design criteria including:

- Barrier free and other user friendly elements.
- Adequate spatial relationships, surfacing, width, and grades (are there switchbacks, how is multiple-use facilitated, how tight are curves for ORVs, bicycles, and motorcycles?)
- Trails: Were “loop” designs considered and if present, do the loops lead to a primary destination?

Explain how the design:

- Protects and complements the environment.
- Makes the best use of the site.
- Minimizes the need for ongoing maintenance.
- Satisfies users’ desired level of difficulty (for ORVs only)
- For existing trails: Does not over build (retains the difficulty level) and minimizes user displacement.

▲ Point Range: 0-5 points, which staff later multiplies by 2.

- | | |
|------------|---|
| 0 points | Poor evidence presented or inappropriate design. For example: Environmental issues not addressed, trail difficulty level or user experience not addressed or can be expected to change substantially, or high probability of user displacement. |
| 1-2 points | Below average to moderate. For example: Design does fair job of addressing environmental issues, use difficulty level and user experience will change somewhat, there appears to be some user displacement. |

⁵Primary Management Objective means the main type of use for which a trail or facility is managed. Primary Management Objectives are adopted by policy and communicated to users. For example, if an agency carries out a policy to specifically manage a facility for wildlife viewing, and communicates this fact to users, the Primary Management Objective is wildlife viewing. Such a Primary Management Objective does not necessarily mean that other uses are prohibited. A Primary Management Objective provides all users with an understanding of the type of experience to expect.

- | | |
|------------|---|
| 3 points | Good. For example: Design is adequate or reasonable to address environmental problems, retains similar difficulty level and user experience, or may be low levels of user displacement. |
| 4-5 points | Very good to excellent. Design is outstanding. If a trail, it retains difficulty level and user experience with minimal or no user displacement. |

Revised 2004.

Answered by Applicants with Maintenance and Operation Projects

~~5. Maintenance. Are the project's maintenance goals and objectives appropriate? (Applicants respond only to bulleted items clearly relevant to your project.)~~

- ~~• Is the project needed to ensure protection of an environmentally sensitive site? Explain.~~
- ~~• If this is a trail project, what safeguards are in place to ensure an appropriate level of difficulty or challenge is retained?~~
- ~~• Does the site pose special maintenance problems? Will it be cost-effective to continue maintenance over the long term? Explain.~~
- ~~• By how long will this maintenance project extend the service life of this facility? Explain.~~

~~▲ Point Range: 0-5 points, which staff later multiplies by 2.~~

- | | |
|-----------------------|--|
| 0 points | Poor. Too little information is presented, or the goals and objectives don't seem appropriate. |
| 1-2 points | Fair to moderate. Project appears to be only somewhat important. |
| 3 points | Good. Project effectively addresses a relatively important maintenance need in a timely way. |
| 4-5 points | Very good to excellent. This project effectively addresses a critical maintenance need in a timely way. |

Answered by Applicants with Planning Projects

5. Planning. To what extent will the proposed plan or study help provide opportunities and address sustainability of the natural environment?⁶ (Applicants respond only to bulleted items clearly relevant to your project.)

⁶An applicant should address the recreation opportunities provided in the specific grant category in which he or she is applying. For example, if the applicant is applying for an off-road vehicle grant, he or she should describe the off-road vehicle opportunities that would be provided.

Recreation Benefit and Public Involvement Factors

- Will this project directly benefit the intended recreation? Explain. (For example, will it result in a development proposal, or will more planning be required?)
- What are the results of any public involvement in the planning proposal?

Proposed Plan Scope and Outcomes Factors

- Are the project's planning goals and objectives appropriate? Explain.
- Is the proposed plan or study cost-effective?
- Does the plan or study reflect current planning or design standards or is the approach untested?
- Are there any conditions on site or in the study area that might require extraordinary or unique planning or design efforts?
- What is the complexity or feasibility of environmental mitigation that could be required?
- Does the plan or study address maintenance and stewardship of the planning area?
- What are the qualifications and experience of the personnel, including consultants?

▲ Point Range: 0-5 points, which staff later multiplies by 2.

0 points	Evidence is vague or it appears that the project will not lead to new opportunities for the intended type of recreation.
1-2 points	Fair to moderate evidence. Proposal likely will lead to weak or below average new recreation opportunities.
3 points	Good. Proposal likely will lead to an above average or several solid recreation opportunities.
4-5 points	Very good to excellent. Proposal likely will lead to an outstanding opportunity in the intended recreation type.

Revised February 2016 by Recreation and Conservation Funding Board Resolution 2016-09.

~~6. Sustainability and Environmental Stewardship. Will the project result in a project, plan, or program that protects the integrity of the environment?~~

~~Factors to consider for different project types are outlined below.~~

~~Acquisition and Planning~~

- ~~• How was your project site selected and how can impacts to ecosystem functions or habitat loss be minimized or avoided?~~

- ~~How will the proposed uses avoid environmental impacts and support the ecosystem functions of the property to include any aquatic resources?~~
- ~~Are there invasive species on site? If there are, what is your response plan to limit the presence and spread of invasive species in your project and future recreational uses?~~
- ~~What is the strategy or plan for maintenance and stewardship of the site? How will your planned operation and maintenance preserve or protect natural resources?~~
- ~~How do the natural characteristics of the site support future planned uses? What natural features do you plan to retain?~~
- ~~For the planned use of the site, do you expect to go beyond the expected permitting and mitigation requirements?~~
- ~~What natural elements of the site do you plan to retain/protect? Is there an opportunity for public environmental education?~~
- ~~Will the planned project protect wetlands or wetland functions? Describe the size, quality, and classification.~~
- ~~Compare your site and your expected development to other developed sites nearby. How is yours more sustainable and environmentally responsible than others?~~
- ~~What other noteworthy characteristics of the planned project contribute to environmental protection, energy efficiency, less maintenance, fewer environmental impacts, or sustainability?~~

Development

- ~~Does the proposed development protect natural resources onsite and integrate sustainable elements such as low impact development techniques, green infrastructure, or environmentally preferred building products?~~
- ~~Are you replacing invasive plant species with native vegetation? Are you using pervious surfaces for any of the proposed facilities?~~
- ~~Are you installing interpretive panels or signs that educate users about sustainability?~~
- ~~What sustainable materials are included in the project? Will these materials result in a long useful life of the project?~~
- ~~What energy efficient features are you adding?~~
- ~~What modes of transportation provide access to the site?~~
- ~~Is the on-site storm water managed by rain gardens, porous paving, or other sustainable features? Does the design exceed permit requirements for storm water management?~~

- ~~If there are wetlands on site, describe the size, quality, and classification and explain how the design considers the wetland functions.~~
- ~~What is the strategy or plan for long-term maintenance and stewardship of the site?~~
- ~~What other developed features will contribute to increasing energy efficiencies, reducing maintenance, minimizing environmental impacts, or being more sustainable?~~

Maintenance and Operation

- ~~In evaluating alternative approaches to your maintenance and operations, did you consider and reject any to reduce impacts to natural resources and reduce pollution?~~
- ~~If replacing an existing structure or rerouting a trail, will this reduce existing negative impacts to ecosystem function or habitat? Will your invasive species response plan reduce the presence or spread of invasive species?~~
- ~~Do you have a maintenance and operation plan that prioritizes environmental stewardship?~~
- ~~Are the materials, equipment, and products you use environmentally responsible? Will they result in a long useful life?~~
- ~~Do you require staff and contractor training in tasks that reduce waste, lower emissions, and reduce impacts to natural resources?~~
- ~~When upgrading facilities, to what extent can you leverage these upgrades to improve your stewardship of natural resources and reduce waste and pollution?~~
- ~~What other noteworthy characteristics of your project contribute to environmental protection, energy efficiency, less maintenance, fewer environmental impacts, or sustainability?~~
- ~~Does your maintenance and operation program have a public education component? How do you communicate with your users about how they can reduce their environmental impacts~~
- ~~In what ways will your maintenance and operations reduce impacts to ecosystem function and habitat that would otherwise occur?~~
- ~~Compare your site and your expected development to other developed sites nearby. How is your planned development more sustainable and environmentally responsible than others?~~
- ~~In what ways will your maintenance and operations extend the useful life of the facility or preserve public access?~~

▲ ~~Point Range: Evaluators award a maximum of 5 points.~~

Answered by Applicants with Development, Planning, Acquisition, and Combination Acquisition and Development Projects

6. Readiness to proceed. How soon after the grant is approved can the project begin? (Applicants respond only to bulleted items clearly relevant to your project.)

There are often good reasons why managers are unable to initiate a project immediately. Even so, if other factors are equal, the NOVA program favors projects that move the quickest.

- Start-Finish: When will work on the project begin? When will work be completed and/or the facility be open to use?

Preliminary Work: Are all elements ready - permits, environmental clearances, engineering, signed agreements, equipment, labor force, etc.? Have any appeals been resolved? (Explain.)

- Acquisitions: Has the landowner been contacted? Is the owner willing to sell? Does the applicant hold an option on the property? (Describe). Are required appraisals and reviews completed? (Describe). Will the land acquired be immediately available for use by users in the intended category? Explain.

▲ Point Range: 0-5 points.

- | | |
|------------|---|
| 0 points | Very large barriers exist that likely will delay the project a year or more. |
| 1-2 points | Substantial to significant barriers exist that likely will be removed in the next 12 months. |
| 3-4 points | Minimal to ordinary barriers exist that likely will be removed by the time a grant is approved. |
| 5 points | No barriers. The project is ready to move forward immediately. |

Revised 2004.

7. Predominantly natural. Is the project site in a predominantly natural setting? (ORV applicants do not answer this question. All other applicants respond only to bulleted items clearly relevant to your project.)

Consider the project's immediate physical setting, not its distance from structures that affect the setting. Apart from the proposal, to what extent does the user experience the natural environment versus human structures and activities: buildings, radio/cell towers, roads, dams, etc.?

A setting does not need to be pristine or untouched to rate a high score:

- A second growth forest often is sufficiently natural.
- A remote high camp or ridge-top trail can afford distant views of cities or towns.

- A campground or trailhead can be located adjacent to or at the end of a paved road.
- The number of people using the facility will not detract necessarily from the setting or desired recreational experience.

When evaluators score this question, they will look at the natural setting of the location, not the facility proposed for funding.

▲ Point Range: 0-5 points.

0 points	No evidence presented, or site is not natural.
1-2 points	Setting is not very natural: too much noise, too many roads, clear cuts, etc.
3-4 points	Setting is mostly natural. Though it may be adjacent to a clear cut or touch a road, virtually all views and sounds are natural.
5 points	Setting is natural. Any trees are predominately mature, sights and sounds are all natural.

Revised 2004.

8. Project support. To what extent do users and the public support the project? (Applicants respond only to bulleted items clearly relevant to your project.)

Support can be demonstrated in both financial and non-financial ways and varies depending upon the project type. In scoring this question, evaluators consider the type of support that is most relevant to the project. Examples of support or endorsement include:

- Voter-approved initiatives and bond issues.
- Donations to help complete the project: Labor, equipment, money, materials, or land.
- Advisory board approval, completion of a public planning process that endorsed this project.
- Positive letters, oral testimony at public meetings, or support from friends or user groups.
- Positive (or the absence of extensive negative) media coverage.

▲ Point Range: 0-5 points, which staff later multiplies by 2.

0 points	No or very weak evidence presented.
1-2 points	Minimal to fair specific evidence of support.
3 points	Moderate support.
4-5 points	Exceptional to overwhelming support.

Revised 2004.

9. Cost-benefit. Do the project's benefits outweigh its costs? (Applicants respond only to bulleted items clearly relevant to your project.)

Costs may include fiscal outlays, unacceptable harm to adjoining areas or the environment, and factors that cause unnecessary ill will from users, the public, or others. Benefits may be economic gains for the community, added opportunity for facility users, improvements to the environment, etc.

- What is the cost per mile for trails or other unit of measure for other projects? Explain.
- Describe this project's impact on the net availability of opportunities?⁷
- What alternatives to the project were considered and why were they rejected in favor of the current proposal?
- Describe the recreation and non-recreational benefits this project will provide, including health, community economic development, education, and stewardship.
- Describe the project's environmental cost-benefit.
- Explain why reviewers should have confidence in the budget for this project.

▲ Point Range: 0-5 points.

- | | |
|------------|---|
| 0 points | No evidence of a net benefit presented. |
| 1-2 points | Little to modest evidence of a mild net benefit. |
| 3-4 points | Adequate to strong evidence of a solid net benefit. |
| 5 points | Substantial evidence of an exceptional net benefit. |

Revised 2004.

Scored by RCO Staff

10. Matching shares. What percentage of the total project cost is the applicant contributing?

RCO staff scores this question based on information provided in the application. Only elements considered reimbursable are eligible for use as an applicant's match. For evaluation scoring purposes, an RCO grant used as match will not count toward the award of matching share points. No additional information is required.

⁷An applicant should address the availability of recreation opportunities in the specific grant category in which he or she is applying. For example, if the applicant is applying for an off-road vehicle grant, he or she should describe the availability of off-road vehicle recreation opportunities.

▲ Point Range: 0-5 points.

0 points	0-10 percent of project's value will be contributed by the applicant.
1 point	10.01-20 percent of project's value will be contributed by the applicant.
2 points	20.01-30 percent of project's value will be contributed by the applicant.
3 points	30.01-40 percent of project's value will be contributed by the applicant.
4 points	40.01-50 percent of project's value will be contributed by the applicant.
5 points	More than 50 percent of project's value will be contributed by the applicant.

Revised January 9, 2014.

11. Population proximity. Is the project site located:

- **In a county with a population density greater than 250 people per square mile**
- **Within 30 miles of a city with a population of 25,000 people or more?**

RCO staff will score this question based on maps provided with the application. No additional information is required. The *2013-2018 NOVA Plan* directs the Recreation and Conservation Funding Board to encourage projects convenient to population centers. That policy is supported by Revised Code of Washington 79A.25.250.

▲ Point Range: 1-2 points. RCO staff awards 1 point each below, for a maximum of 2 points.

1 point	Located in a county with a population density greater than 250 people per square mile and/or
1 point	Located within 30 miles of a city with a population of 25,000 people.

12. Growth Management Act preference. Has the applicant⁸ made progress toward meeting the requirements of the Growth Management Act?⁹

State law requires that:

- D) Whenever a state agency is considering awarding grants to finance public facilities, it shall consider whether the applicant has adopted a comprehensive plan and development regulations as required by Revised Code of Washington 36.70A.040 ("state law").

⁸Applicants in this question are counties, cities, and towns only. This question does not apply to nonprofit organizations or state and federal agency applicants.

⁹Revised Code of Washington 43.17.250 (Growth Management Act-preference required)

- E) When reviewing such requests, the state agency shall accord additional preference to applicants that have adopted the comprehensive plan and development regulations. An applicant is deemed to have satisfied the requirements for adopting a comprehensive plan and development regulations if it:
- Adopts or has adopted within the time periods specified in state law;
 - Adopts or has adopted by the time it requests a grant or loan; or
 - Demonstrates substantial progress toward adopting within the time periods specified in state law. An agency that is more than 6 months out of compliance with the time periods has not demonstrated substantial progress.
- F) A request from an applicant planning under state law shall be accorded no additional preference based on subsection (B) over a request from an applicant not planning under this state law.

Scores for this this question are based on information from the state Department of Commerce, Growth Management Division. If an agency's comprehensive plan, development regulations, or amendments have been appealed to a Growth Management Act Hearings Board, they cannot be penalized during the period of appeal. Scoring occurs after RCO's technical completion deadline.

▲ Point Range: -1 to 0.

- 1 point The applicant does not meet the requirements of Revised Code of Washington 43.17.250.
- 0 points Applicant meets the requirements of Revised Code of Washington 43.17.250.
- 0 points Applicant is a nonprofit organization, state or federal agency.

Grant Limits Policy (Maximum Grant requests)

Red Underline are additions to the current policy.

~~Red-Strikeouts~~ are deletions in the current policy.

Category	Maintenance and Operation	Land Acquisition-Development-Planning
Nonhighway Road (NHR)	\$150,000 <u>\$200,000</u> per project	\$200,000 <u>\$250,000</u> per project
Nonmotorized (NM)	\$150,000 <u>\$200,000</u> per project	\$200,000 <u>\$250,000</u> per project
Off-road Vehicle (ORV)	\$200,000 <u>\$250,000</u> per project	No limit

Attachment B.

Verbatim Public Comments

Evaluation Criteria and Grant Limit Public Comments

#	Commenter	Comment	Agency Response (not verbatim)
1	<p>Barry Collins Recreation Program Manager Cle Elum Ranger District</p> <p>Supports raising grant limits.</p> <p>Recommends larger bundled grant requests and allowing the NOVA Advisory Committee to evaluate/approved large requests but remove line item elements.</p> <p>Lengthen the criterion that evaluates distance from population centers. Recommends longer distance by used.</p> <p>Give more points to projects further from a highway road.</p>	<p>Raising the grant limits will reduce the grant management work load for sure. Is there a way in the grant application to have a base grant an organization can apply for and then have an optional grant request for items that are less likely to get funded and potentially cause the requestor to get the whole grant denied. This could also reduce the number of grants submitted and could consolidate grant applications. If the board liked the base grant they could fund it and not fund the optional Item. Equipment could be put into the optional category or a bridge.</p> <p>The distance to population should be looked at and increased as a criteria since people are willing to drive farther for day use.</p> <p>You could prorate the distance to the trail head off of a public highway. A facility father of the road gets more points</p>	<p>Thank you for your comments, these will be provided to the Recreation and Conservation Board along with any recommendations staff may make.</p> <p>Your comments are likely most directed towards any future proposal to change the NOVA program from a completely competitive one to one that utilizes a block grant system to land managers.</p> <p>A hybrid system of approving a grant but not "optional items" has merit but our timeline does not allow for this to be vetted, recommended, and approved for this grant cycle. Likewise because staff have not previously provided changes to the criterion that uses distance from population centers or distance from a highway road staff will not address these recommendations at this time.</p>
2	<p>Andrea M. Durham Recreation Planner & Wilderness Manager Gifford Pinchot National Forest</p>	<p>I'm glad to see the Staff Recommendation is to still have in-person evaluations for the NOVA grants. Our NOVA application for O & M of motorized trails typically generates more questions than a straightforward RTP</p>	<p>Thank you for our comments. These will be made available to the Recreation and Conservation Funding Boar along with any recommendations staff may make.</p>

	Supports in-person review.	wilderness trails maintenance grant. I appreciate the opportunity to answer the <i>(NOVA Advisory Committee's)</i> questions or provide clarifications as needed.	
3	Bill Zimmer Resource Assistant USFS Okanogan-Wenatchee National Forest, Naches Ranger District Supports all staff recommendations. Supports grouping proposals by region to save presentation time.	<p>I believe the changes make sense and I support them</p> <p>I would also like the board to consider allowing similar groups to schedule their presentations on the same day. For example, all Oka-Wen NF proposals could be made during the same time period. That way we could more efficient and time-effective. We wouldn't need to repeat much of the introductory information during each presentation. The panel would already know that the entire group in from the Oka-Wen, for example.</p>	<p>Thank you for your comments. Your comments will be shared with the Recreation and Conservation Funding Board along with any final recommendations staff may make.</p> <p>Staff will include along with its policy statements a description of RCO's operational focus on organizing projects geographically and by sponsor during the evaluation process.</p>
4	Jack Thorne Public Services Assistant Cowlitz Valley Ranger District Gifford Pinchot National Forest Supports reduced review time and in-person evaluation. Also, recommends a hybrid two- tiered system of project evaluation based on a preliminary written, then in-person review.	<p>...It appears that two things are important...reducing the review time and time for the committee to be in Olympia, but also providing for the in-person presentations.</p> <p>I suggest that you structure your written applications/questions/criteria to support making a "first cut" of all applications. In that process, part of which would be identifying the need for additional information or clarification, you do a tentative approval for the "no brainers", you refuse those applications that clearly do not meet the criteria or are a lower priority and below the funding level, and you invite only those that remain in question for in-person presentations.</p>	<p>Thank you for your comments Jack, they will be shared with the Recreation and Conservation Funding Board along with any staff recommendations.</p> <p>Your comments are likely most directed towards any future proposal to change the NOVA program from a completely competitive one to one that utilizes a block grant system to land managers.</p> <p>A hybrid, two-tiered system of written application and then in-person application has merit but our timeline does not allow for this to be vetted, recommended, and approved for this grant cycle.</p>

5	<p>Tim Stapleton Recreation Manager Conservation, Recreation & Transaction Division Washington State Department of Natural Resources</p> <p>Supports no changes to grant limits.</p> <p>No evidence exists that suggests larger limits will reduce the number of grant applications. Management areas such as Ranger Districts are a logical fit for a grant request, it is unlikely that requests would include multiple geographies.</p> <p>Supports recommendation to eliminate some criterion and move points to the need and need fulfillment questions.</p> <p>Supports in-person evaluations.</p> <p>Start with a conservative reduction in evaluation time.</p> <p>Opposes adding the new advisory committee member discretionary question</p>	<p>We, at DNR, would like to thank the Recreation and Conservation Funding Board Chair and Respected Members for their continued statewide support and leadership in outdoor recreation.... Thank you for the opportunity to comment on these policy proposal changes.</p> <p><u>Evaluation Criteria Changes</u></p> <p>Option 1A: DNR recognizes the importance of the continued evaluation of programmatic items and the adoption of policy changes that improve the grant evaluation process. The current evaluation criteria and process are functional and serve Washington recreation and conservation as intended. No criteria changes would continue the delivery of the prescribed goals of the NOVA program.</p> <p>Option 1B: As stated in the description above, this option may not shorten overall evaluation time. It would, however, limit the ability of the applicant to provide the necessary narrative required to establish full understanding of the project as required to adequately prescribe a score to each criterion. Often what is written on paper is not fully understood until the opportunity for a dialogue, even if it is a one-way conversation (presentation), pertaining to the subject occurs. This option states that, "Staff will facilitate a question and answer period or other facilitated Advisory Committee meeting to discuss Maintenance projects as needed," but does not include specificities on when that would occur or what would trigger a meeting to convene.</p> <p>It can also be expected that some members of the Advisory Committee would desire a question and answer period which would for all intents and purposes be a presentation. This would create a scenario in which committee members were evaluating a project with different sets of data. Those</p>	<p>Thank you for your comments. These will be shared with the Board along with any final recommendations staff may make.</p> <p>Your rationale to support or oppose staff recommendations have merit. However, there are multiple reasons why the number of grant applications continue to rise, and at least some applicants may benefit from grant limit increases which may stem the growth in applications.</p> <p>Based on your comments, staff will recommend more conservative raises in grant limits, remove the recommendation to add the new discretionary evaluation question. Staff will also consolidate more points (that would have otherwise gone to the discretionary question) to the Need Fulfillment criterion.</p>
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	<p>Approach is inconsistent with the prescriptive nature of the rest of the criteria and may have unintended consequences.</p>	<p>that chose to prescribe scores based solely on a written project description and those that gleaned additional data from a question and answer period that could impact scoring.</p> <p>Option 2A: Eliminating questions from the evaluation criteria that fail to capture in scoring the distinguishing factors between the grant applications streamlines the evaluation process. As the number of grant applications to the program increases, steps like this are required to maintain a manageable workload of committee members and staff. Further, increasing the weighting of “Need” and “Need Fulfillment” in the evaluation tool strengthens the likelihood that projects are funded that even more closely align with the mission of the funding agency.</p> <p>The current evaluation questions contain known criteria to the grant application for which their grant will be considered and scored. All of these questions are objectively positioned as possible and with good intent to be so structured. Including a question that is subjectively positioned misaligns with the other scoring criteria.</p> <p>In our comment in response to Table 1, Option 1B, we discuss concerns with moving to written evaluations for maintenance project evaluation.</p> <p>Option 2B: DNR’s Recommended Option. DNR supports making the change that eliminates questions which do not serve a meaningful role in distinguishing between applications. However do not add a “Discretionary Committee Member Evaluation” question which would be arbitrary and could introduce evaluator bias (for example their own personal experience with a location or a land</p>	
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		<p>manager) into a process which attempts to be as fair and objective as possible.</p> <p>In addition, in-person presentations provide an important opportunity for applicants to communicate a full understanding of the proposal as well as answer questions from the committee. This process of in-person evaluation should continue with maintenance and operations applications with a shortened presentation time as needed (optionally M&O could have a shorter presentation time with Development and Planning remaining the current 20 minutes).</p> <p>Reducing evaluation questions for all projects should reduce the need to utilize the full 20 minute evaluation period currently in practice. A full 5 minute reduction in available time may prove to be too great of a reduction considering the questions being eliminated are not those that highlight project differences. The questions that distinguish projects from one another likely take more time to discuss in a presentation versus those that do not. Starting with a two minute reduction and re-visiting this scenario after a grant cycle may provide an option that protects the intent of the presentation portion of the evaluation and provide data for a better informed reduction of time decision in the future.</p> <p><u>Grant Limit Changes</u> DNR Supports Option 1 (no change) With grant limits recently increased in this program, in part, as an attempt to reduce the number of applications received each cycle, the data does not suggest the limit increase reduced applications. After the 2015-17 grant cycle RCO proposed increases in grant limits for most NOVA grant categories and types. Many comments RCO</p>	
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		<p>received from the public and from historical grant applicants were not supportive of the full increase proposed and this led the RCO staff to revise their recommended increases for NM and NHR down to \$150k (M&O) and \$200k(Development and Planning).</p> <p>We understand that the grant limit increases currently proposed, only 2 years after the last increase, are intended to reduce total number of applications by allowing land managers to consolidate multiple applications into one. We also understand the challenge that RCO faces with the increasing number of applications, however we believe this increase is most strongly related to the increase in NOVA funding from the legislature and the higher likelihood of successful funding of an application.</p> <p>The majority of M&O grant applications are currently tied to logical geographic boundaries (for example USFS ranger districts or DNR state forests) and the relevant staffing assignments rather than grant limits and the challenges of managing a grant across these boundaries is likely to prohibit or limit any consolidation of applications. Worth noting is that currently only 20% of NM and NHR grant application funding requests are within \$10,000 of the category limits (down from 41% prior to the 2017 increase), providing some evidence that the current limits are sufficient in most cases.</p> <p>Option 2: As mention in the comment provided on Table 2, Option 1, the data does not suggest that maintenance grant limit increases reduce total program applications.</p> <p>Option 3: The comment provided in Table 2, Option 1 applies to this option as well.</p>	
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6	Arlene Brooks WA State Director Pacific NW Four Wheel Drive Association Supports all staff recommendations.	I have reviewed the information available regarding the policy changes for the Nonhighway and Off Road Vehicle Activities (NOVA) grant programs. I concur with staff's recommendations.	Thank you for your comments. They will be presented alongside any final recommendations staff my make to the Recreation and Conservation Funding Board.
7	John E Spring Spring Trust for Trails Mercer Island Approves reducing questions and grouping projects. Opposes larger grant limits, program should be distributive.	Having been a NOVA Grant reviewer in the past, I highly endorse the changes being proposed. Especially: <ul style="list-style-type: none"> • Ability to group requests together. • Reduction of questions for reviewers to evaluate. I am against allowing an applicant to ask for larger amounts as the available money does need to be spread around to quality projects and not consumed by a few large Grant requests.	Thank you for your comments, they will be shared with the Recreation and Conservation and Funding Board along with any final recommendations staff make.
8	Dave Zeretzke Friday Harbor, WA Supports all staff recommendations.	I support the changes and purpose of the changes.	Thank you for your comments, they will be presented to the Recreation and Conservation Funding Board along with any recommendations staff may make.
9	John Thompson Supports all staff recommendations.	I like the proposed changes in shortening the process and raising limits. So I say yes let's move forward with this so it's quicker and easier the apply and potentially more money to apply to appropriate projects. Thank you for your time.	Thank you for your comments, they will be shared with the Recreation and Conservation Funding Board along with any recommendations staff make.
10	Gary Harris Supports all staff recommendations.	Hi Adam. I personally have never been active with NOVA, just the WA Snowmobile Assoc. But my Snowmobiling buddy, (name redacted), was very active with NOVA. At this	Thank you for commenting, these will be shared with the Recreation and Conservation Funding Board (but your buddy's personal information redacted)

		<p>time, (name redacted) is (subject matter redacted) - so I will speak for him.</p> <p>I, we, he, would strongly support these proposed changes, particularly getting info before the open meeting so it can be "pre-digested". And combining parts of projects makes complete sense.</p> <p>(name redacted) active life was largely spent in management situations. I know he would support these proposals. Thanks for developing them,</p>	<p>along with any recommendations staff make.</p>
11	<p>Evelyn D. Brown Fisheries Analyst</p> <p>Opposes staff recommendations.</p> <p>Supports no criteria changes, strengthening the Environmental Stewardship criterion, and no change to grant limits.</p> <p>Recommends more stringent rules and oversight of recreation activities to protect the environment.</p>	<p>For many rural communities, especially tribal, whose socio-economic basis depends on preservation of natural resources and ecosystems, the need for more off road recreational facilities is absent. For those urban dwellers seeking a quiet respite from the noisy busy urban setting and a recharge from immersing themselves in nature, these facilities (and their misuse) can completely degrade the quality of their experience. What many of the rural, tribal and nature/peace seekers observe is the rampant abuse of the facilities in place. From going outside the boundaries and causing destruction by crossing sensitive stream ecosystems that are supporting spawning and rearing habitat for the last vestiges of our wild salmon, to leaving garbage (cans, broken glass), and even bringing guns illegally for target practice, many of the "non-motorized" users are fed up with the need for a small segment of the population to move this noisy, destructive hobby to what is left of our rural space.</p> <p>I might not be so opposed to changing the rules to facilitate the grant process if there was enforcement and fees charged to pay for the enforcement and mitigation of damage, but sadly there is not. Unfortunately, Washington</p>	<p>Thank you Evelyn for taking the time to provide comments on these issues. Your comments will be presented to the Recreation and Conservation Funding Board along with any final policy recommendations staff may make.</p>

		<p>state is quick to permit recreational opportunities (sport fishing, recreational crabbing, opening sensitive areas for public access and viewing, without also matching that with and fisheries or habitat management programs to detect abuse and the enforcement to prevent or punish abuse. So until the state is willing to invest more into natural resource assessment, management, and enforcement, I cannot support any rules that make it easier to build facilities that will be abused.</p> <p>Eliminating the stewardship question is a big mistake so I support 1A – no criteria changes; in fact, I support more stringent evaluations of site placements to consider not only the abuse that will occur, but the impact of noise pollution. In terms of limits, since I would rather see recreational users get off their motorized vehicles and hike or bike, I do not support increasing the ceiling. So I support choice 1, current grant limits.</p> <p>Thank you for the opportunity to voice my concerns and opinion.</p>	
12	<p>Michael Lawrence Seattle</p> <p>Supports “Streamlining” of process.</p> <p>Opposes increases to ORV category at the expense of other categories. <i>(Not a staff recommendation)</i></p>	<p>Thanks <i>(for giving)</i> me the opportunity to contribute to this discussion. Streamlining bureaucratic overhead is never a bad thing, as long as the process still maintains sufficient detail, transparency and accountability.</p> <ul style="list-style-type: none"> • I object to off-road vehicle projects having unlimited funding where they could potentially cannibalize funding for non-motorized projects. • I'm okay with unlimited funding for off-road vehicle projects as long as it does not increase the overall allocation of funding for off-road vehicle projects. 	<p>Thank you for your comments.</p> <p>The monies allocated to ORV vs other projects is in statute so the Recreation and Conservation Funding Board cannot change that allocation formula and staff is not recommending anything that would move money from one project category to another. These potential changes would happen “within” each funding category.</p>

		To be clear, I primarily engage in non-motorized recreation. I've been a member of The Mountaineers and WTA for many years, and remember when NOVA dollars primarily went to off-road vehicle projects due to the influence of powerful industry lobbies. This cheated the majority of people who should have benefited from NOVA spending and I am absolutely opposed to anything that would increase the percentage NOVA funds allocated to off-road vehicle recreation.	
13	Merrill Ott Addy, WA Supports all staff recommendations.	<p>I endorse the changes requested for the maintenance and operations areas in the grant program. The Off-Road Vehicle programs here on the east side will be steadily increasing their demands for more funding in the coming years, as the industry itself has experienced huge increases.</p> <p>Streamlining the selection process and increasing the maximum grant limits will certainly help the motorized community.</p>	Thank you for your comments. Your comments will be presented alongside any final recommendations staff may make to the Recreation and Conservation Funding Board.
14	Chris Marsh Arlington Supports all staff recommendations.	<p>Please adopt the proposed changes to the NOVA program policy.</p> <p>I encourage the expedition of the grant funding process so we may get many of the much needed projects underway. I also encourage raising the funding limits so that we can get more of these projects done in one grant cycle. Thank you for your hard work,</p> <p>(54 USC Subtitle II: Outdoor Recreation Programs) §200101. Findings and declaration of policy Congress finds and declares it is desirable— (1) that all American people of present and future generations be assured adequate outdoor recreation resources; and (2) for all levels of government and private interests to take prompt and coordinated action to the extent practicable</p>	Thank you for your comments. Your comments will be shared with the Recreation and Conservation Funding Board alongside any final recommendations staff may make.

		without diminishing or affecting their respective powers and functions to conserve, develop, and utilize those resources for the benefit and enjoyment of the American people.	
15	Mike And Sue Dickey Supports raising grant limits in the ORV category.	I support <i>(the)</i> measure to increase grant amounts to support and growth of off road trails, also support of funding to maintain those desperately needed trails.	Thank you for commenting. Your comments will be shared with the Recreation and Conservation Funding Board alongside any final recommendations staff may make.

Miscellaneous Public Comments

#	Commenter/Summary	Comment	Agency Response
1	Ken DeWitt RCO/Board should tie its investments with the enforcement of appropriate uses of trails. ORV and Motorcycle use damages trails for hikers and equestrian use.	<p>Before you grant any more money for repairs, you need to prohibit motorcycle and other ORV use on hiking and horse trails and enforce the rules. The bikes, in particular, have completely destroyed many trails that volunteers, such as myself worked hard to rebuild, only to see them destroyed again. Good money is being thrown after bad.</p> <p>A classic case is the trails in Green Mountain State Forest, on the Kitsap Peninsula. Motorcycles have destroyed them so completely, that they are unsafe to hike on anymore. There are appropriate places for motorcycle and ORV use, but not on hiking and horseback riding trails.</p>	<p>Thank you for taking the time to send us your comments. They will be presented to our Board along with any recommendation staff may make.</p> <p>Unfortunate to hear about the trail damage. As the Recreation and Conservation Office is not a land owner and lacks authority to regulate or enforce use rules and laws we cannot respond to unauthorized uses. However, we do fund projects by use (either single or multiple uses), and Education and Enforcement grants which may help <i>(prevent)</i> this kind of damage depending on the priorities and capacities of the agencies that receive those funds. For grants that provide new facilities, or redevelopment, RCO does inspect them into the future to see they are serving their intended purpose.</p>

			As part of the effort to provide new data to our NOVA Advisory Committee to better distinguish maintenance projects from one another, staff will consider adding the degree to which trails are used for their intended purpose.
2	<p>Eric Burr Retired Ranger, Mazama</p> <p>Support avalanche safety.</p> <p>Snowmobiles and ORVs create wildlife disturbance and disturbance to other nonmotorized users. Fund more enforcement at National Forests.</p>	<p>Avalanche safety education is obviously in need of improvement based on recent and past fatalities among snowmobilers, skiers, and snowshoers. Wildlife disturbance primarily by snowmobilers leaving designated routes is probably second in priority for both education and enforcement. Third but still important, is disturbance of nonmotorized recreationists by ORVs in all seasons. More financial assistance is needed for the U.S. Forest Service in these areas, as illustrated on the Methow District of Okanogan-Wenatchee N.F., where seasonal snowmobile and climbing rangers have only been partially funded by Congress.</p>	<p>Thank you for your comments, they will be shared with the Recreation and Conservation Funding Board along with any staff recommendations.</p> <p>At this time (<i>the Board is</i>) not considering changes to the NOVA Education and Enforcement category. However, when we do, staff will consider your suggestion that increased grant limits and re-prioritization of project priority may be needed.</p>

Attachment C.

Policy Proposals for Public Comment (May 23 – June 6, 2018)

Summary

The Board is requesting the public comment on the policy proposals in Tables 1 and 2 below.

The purpose of the policy proposals are two-fold:

1. To reduce the amount of time it takes the [NOVA Advisory Committee](#) to evaluate grant proposals.
2. Better distinguish Maintenance projects from one another.

The policy proposals aim to achieve the above purposes through:

1. Reducing the number of evaluation questions and making other changes to the evaluation criteria (less questions = less time needed).
2. Raising Grant Limits (applicants able to consolidate grant requests into a single grant)

Non-Policy Evaluation Process Changes

RCO staff is also accepting feedback on additional information we may provide the NOVA Advisory Committee to assist in their project evaluation. This data is not going to be a scored criteria (at this time) and therefore this will not be part of any policy adoption process but rather an operational change for the agency. To see the list of potential new project information email adam.cole@rco.wa.gov.

Additionally, staff will group any in-person presentations by geography to help evaluators get a better sense of project context and need.

Policy Proposal Details: The Board is requesting the public and others provide comments on, and state a preference for, the below options.

Evaluation Criteria Changes

Option	Name	Description
1A	No Criteria Changes	Continue to use current evaluation criteria and process.
1B	No Criteria Changes but Establish a Written Evaluation Process for Maintenance Projects	<p>Continue to use current evaluation criteria but change the evaluation process.</p> <p>No longer allow Maintenance applicants an in-person evaluation presentation with the full Advisory Committee. Advisory Committee members would evaluate written application materials outside of a committee meeting setting. Staff will facilitate a question and answer period or other facilitated Advisory Committee meeting to discuss Maintenance projects as needed.</p> <p>In-person evaluation will continue for all other project types.</p> <p>Going to a written evaluation process for Maintenance projects may not shorten overall evaluation time, but it would reduce by half the time committee members will need to be in Olympia WA to view in-person presentations.</p>
2A	Update Evaluation Criteria, Establish a Written Evaluation Process for Maintenance Projects	<p>Evaluation criteria changes include reducing the number of questions used to score all project types, and adding a new question for Maintenance projects. The new question for Maintenance projects called "Discretionary Committee Member Evaluation," aims to allow evaluators to better distinguish maintenance projects from one another.</p> <p>No longer allow Maintenance applicants an in-person evaluation presentation with the full Advisory Committee. Advisory Committee members would evaluate written application materials outside of a committee meeting setting. Staff will facilitate a question and answer period or other facilitated Advisory Committee meeting to discuss Maintenance projects as needed.</p> <p>In-person evaluation will continue for all other project types.</p> <p>Going to a written evaluation process for Maintenance projects would reduce by half the time committee members will need to be in Olympia WA to view in-person presentations.</p>
2B	Staff Recommendation Update Evaluation Criteria, Shorter In-	<p>Same evaluation criteria changes as in Option 2A.</p> <p>However, all projects would be evaluated via an in-person evaluation process.</p>

	Person Presentation Time for All Projects	Reducing the number of evaluation questions for all projects will reduce presentation times. Rather than a 20 minute evaluation period, staff will put in place a shorter evaluation period (likely 15 minutes).
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Table 2. Grant Limit Changes

Option	Name	Description
1	No Changes	Continue to use current grant limits.
2	Raise Limits for Maintenance Projects in the Nonhighway Road and Nonmotorized grant categories	Raise maximum grant requests from \$150,000 to \$200,000.
3	Staff Recommendation Raise Limits For Nearly All Project Types* in all Categories**	Raise all grant request maximums to \$250,000 However, this option retains the unlimited grant request amount for Off-Road Vehicle category development, acquisition, and planning projects.

*Maintenance, Acquisition, Development, Planning

**Nonhighway Road, Nonmotorized, and Off-Road Vehicle

Proposal Details: Evaluation Criteria Changes

Option 1A: No Change

1. Continue Current Evaluation Criteria and Process for All Project Types (In-Person Presentation, 20 minute period)
 - Note: The “SCORP” question, formerly question 3, was removed by board resolution in October of 2017 and is therefore not included in this proposal.

CURRENT NOVA EVALUATION CRITERIA

Applicants must provide oral responses to applicable evaluation criteria (Questions 1-11).

Scored By	Question	Title	Questions by Category and Project Type	Maximum Points
Advisory Committee	1	Need	All	15
Advisory Committee	2	Need fulfillment	All	15
Advisory Committee	3	Site suitability	Acquisition	10
			Combination Acquisition and Development	5
Advisory Committee	4	Project design	Development	10
			Combination Acquisition and Development	5
Advisory Committee	5	Maintenance	Maintenance and Operation	10
Advisory Committee	6	Planning	Planning	10
Advisory Committee	7	Sustainability and environmental stewardship	All	5
Advisory Committee	8	Readiness to proceed	All	5
Advisory Committee	9	Predominantly natural	Nonmotorized and Nonhighway Road category only	5
Advisory Committee	10	Project support	All	10
Advisory Committee	11	Cost-benefit	All	5
RCO staff	12	Matching shares	All	5
RCO staff	13	Population proximity	All	2
RCO staff	14	Growth Management Act preference	All	0

Scored By	Question	Title	Questions by Category and Project Type	Maximum Points
Nonhighway and Nonmotorized Total Points Possible = 77 ORV Total Possible Points = 72				

KEY:

All=includes acquisition, development, maintenance and operation, and planning project types.

[Advisory Committee Scored–All Applicants Must Respond](#)

For each question scored by the advisory committee, descriptive text and bullets are provided to help applicants and evaluators. A successful proposal need not address each consideration, nor is the list all inclusive.

1. Need. What is the need for new, improved, or maintained facilities?¹⁰ (Applicants respond only to bulleted items clearly relevant to their projects.)

A) State, Regional, Land Manager, or Community Needs

- Cite any publicly reviewed and adopted plan that supports the need for the project by name, location, or type.
- Describe why NOVA funds are critical to the completion of this project (current physical condition, safety, environmental issues, imminent threat of loss of recreation, etc.)

B) Inventory Issues

- Describe similar opportunities now available in the local area.
- Describe the need for new and/or improved facilities in the service area. For example, are there overcrowding issues? Is this a unique recreational experience?
- Describe any significant maintenance backlog in the project area.

C) Use

- Describe how accessible (including to people with disabilities) the finished project will be to intended users.
- Describe how heavily trails and support facilities in the area are used.
- Describe any un-served or under-served user groups.

▲ Point Range: 0-5 points, which staff later multiplies by 3.

¹⁰Throughout this question, the applicant should address the need for facilities or recreation opportunities in the specific grant category in which he or she is applying. For example, if the applicant is applying for an off-road vehicle grant, he or she should describe the need for off-road vehicle facilities or address the off-road vehicle recreation opportunities.

- | | |
|------------|--|
| 0 points | No or very weak need established. |
| 1-2 points | Fair to moderate need established. |
| 3 points | Strong need established. |
| 4-5 points | Very high to exceptional: several points made to establish need. |

Revised 2004.

2. Need fulfillment. How well will this project fulfill the service area's needs identified in Question 1? (Applicants respond only to bulleted items clearly relevant to your project.)

- How does the project meet the applicant's stated goals and objectives?
- How does the project meet the needs identified in the service area?
- How will the project meet the needs of any underserved user groups?
- How have intended users been included in the planning process and how has their feedback been addressed?

▲ Point Range: 0-5 points, which staff later multiplies by 3.

- | | |
|------------|---|
| 0 points | No or weak evidence of need satisfaction. |
| 1-2 points | Fair to moderate evidence. Project fills only a small portion of the apparent or expressed need. |
| 3 points | Strong evidence. An important need will be addressed by the project, although that need will not be completely filled by the project as proposed. |
| 4-5 points | Very high to exceptional evidence. The project fulfills a critical need. |

Revised 2004.

Answered by Applicants with Acquisition Projects

3. Site suitability. To what extent is the site to be acquired well suited for the intended recreational activity?¹¹ (Applicants respond only to bulleted items clearly relevant to your project.)

Describe the suitability of the site's physical features for the proposed uses. Generally, sites most compatible with the proposed uses will score higher. Consider such factors as:

¹¹An applicant should address the suitability of the site for the recreation facility in the specific grant category in which he or she is applying. For example, if the applicant is applying for an off-road vehicle grant, he or she should describe the suitability of the site for off-road vehicle recreation.

- Size
- Topography
- Soils
- Natural amenities
- Location

Other considerations include:

- How is the proposed acquisition compatible with the adjacent land uses?
- Does this acquisition provide a buffer to the existing use area? Explain.
- Will the proposed acquisition link to an existing facility?¹² Explain.

▲ Point Range: 0-5 points, which staff later multiplies by 2.

0 points	No evidence presented, or the site is inappropriate for the intended recreation uses.
1-2 points	Below average to moderate. The site appears fair for the intended uses, though there may be concern over its appropriateness.
3 points	Good. Site is adequate or reasonable for intended uses.
4-5 points	Very good to excellent. Site is outstanding.

Revised 2004.

Answered by Applicants with Development Projects

4. Project design. Is the proposal appropriately designed for intended uses and users? (Applicants respond only to bulleted items clearly relevant to your project.)

If the facility has a Primary Management Objective,¹³ describe how the project design is compatible with the objective.

¹²Existing facilities providing recreation for the specific grant category in which he or she is applying. For example, if the applicant is applying for an off-road vehicle grant, will the proposed acquisition link to an existing facility providing off-road vehicle recreation.

¹³Primary Management Objective means the main type of use for which a trail or facility is managed. Primary Management Objectives are adopted by policy and communicated to users. For example, if an agency carries out a policy to specifically manage a facility for wildlife viewing, and communicates this fact to users, the Primary Management Objective is wildlife viewing. Such a Primary Management Objective does not necessarily mean that other uses are prohibited. A Primary Management Objective provides all users with an understanding of the type of experience to expect.

Explain how the project uses proven design criteria including:

- Barrier free and other user friendly elements.
- Adequate spatial relationships, surfacing, width, and grades (are there switchbacks, how is multiple-use facilitated, how tight are curves for ORVs, bicycles, and motorcycles?)
- Trails: Were "loop" designs considered and if present, do the loops lead to a primary destination?

Explain how the design:

- Protects and complements the environment.
- Makes the best use of the site.
- Minimizes the need for ongoing maintenance.
- Satisfies users' desired level of difficulty (for ORVs only)
- For existing trails: Does not over build (retains the difficulty level) and minimizes user displacement.

▲ Point Range: 0-5 points, which staff later multiplies by 2.

0 points	Poor evidence presented or inappropriate design. For example: Environmental issues not addressed, trail difficulty level or user experience not addressed or can be expected to change substantially, or high probability of user displacement.
1-2 points	Below average to moderate. For example: Design does fair job of addressing environmental issues, use difficulty level and user experience will change somewhat, there appears to be some user displacement.
3 points	Good. For example: Design is adequate or reasonable to address environmental problems, retains similar difficulty level and user experience, or may be low levels of user displacement.
4-5 points	Very good to excellent. Design is outstanding. If a trail, it retains difficulty level and user experience with minimal or no user displacement.

Revised 2004.

Answered by Applicants with Maintenance and Operation Projects

5. Maintenance. Are the project's maintenance goals and objectives appropriate? (Applicants respond only to bulleted items clearly relevant to your project.)

- Is the project needed to ensure protection of an environmentally sensitive site? Explain.

- If this is a trail project, what safeguards are in place to ensure an appropriate level of difficulty or challenge is retained?
- Does the site pose special maintenance problems? Will it be cost-effective to continue maintenance over the long term? Explain.
- By how long will this maintenance project extend the service life of this facility? Explain.

▲ Point Range: 0-5 points, which staff later multiplies by 2.

0 points	Poor. Too little information is presented, or the goals and objectives don't seem appropriate.
1-2 points	Fair to moderate. Project appears to be only somewhat important.
3 points	Good. Project effectively addresses a relatively important maintenance need in a timely way.
4-5 points	Very good to excellent. This project effectively addresses a critical maintenance need in a timely way.

Revised 2013.

Answered by Applicants with Planning Projects

6. Planning. To what extent will the proposed plan or study help provide opportunities and address sustainability of the natural environment?¹⁴ (Applicants respond only to bulleted items clearly relevant to your project.)

Recreation Benefit and Public Involvement Factors

- Will this project directly benefit the intended recreation? Explain. (For example, will it result in a development proposal, or will more planning be required?)
- What are the results of any public involvement in the planning proposal?

Proposed Plan Scope and Outcomes Factors

- Are the project's planning goals and objectives appropriate? Explain.
- Is the proposed plan or study cost-effective?
- Does the plan or study reflect current planning or design standards or is the approach untested?

¹⁴An applicant should address the recreation opportunities provided in the specific grant category in which he or she is applying. For example, if the applicant is applying for an off-road vehicle grant, he or she should describe the off-road vehicle opportunities that would be provided.

- Are there any conditions on site or in the study area that might require extraordinary or unique planning or design efforts?
- What is the complexity or feasibility of environmental mitigation that could be required?
- Does the plan or study address maintenance and stewardship of the planning area?
- What are the qualifications and experience of the personnel, including consultants?

▲ Point Range: 0-5 points, which staff later multiplies by 2.

0 points	Evidence is vague or it appears that the project will not lead to new opportunities for the intended type of recreation.
1-2 points	Fair to moderate evidence. Proposal likely will lead to weak or below average new recreation opportunities.
3 points	Good. Proposal likely will lead to an above average or several solid recreation opportunities.
4-5 points	Very good to excellent. Proposal likely will lead to an outstanding opportunity in the intended recreation type.

Revised February 2016 by Recreation and Conservation Funding Board Resolution 2016-09.

7. Sustainability and Environmental Stewardship. Will the project result in a project, plan, or program that protects the integrity of the environment?

Factors to consider for different project types are outlined below.

Acquisition and Planning

- How was your project site selected and how can impacts to ecosystem functions or habitat loss be minimized or avoided?
- How will the proposed uses avoid environmental impacts and support the ecosystem functions of the property to include any aquatic resources?
- Are there invasive species on site? If there are, what is your response plan to limit the presence and spread of invasive species in your project and future recreational uses?
- What is the strategy or plan for maintenance and stewardship of the site? How will your planned operation and maintenance preserve or protect natural resources?
- How do the natural characteristics of the site support future planned uses? What natural features do you plan to retain?
- For the planned use of the site, do you expect to go beyond the expected permitting and mitigation requirements?

- What natural elements of the site do you plan to retain/protect? Is there an opportunity for public environmental education?
- Will the planned project protect wetlands or wetland functions? Describe the size, quality, and classification.
- Compare your site and your expected development to other developed sites nearby. How is yours more sustainable and environmentally responsible than others?
- What other noteworthy characteristics of the planned project contribute to environmental protection, energy efficiency, less maintenance, fewer environmental impacts, or sustainability?

Development

- Does the proposed development protect natural resources onsite and integrate sustainable elements such as low-impact development techniques, green infrastructure, or environmentally preferred building products?
- Are you replacing invasive plant species with native vegetation? Are you using pervious surfaces for any of the proposed facilities?
- Are you installing interpretive panels or signs that educate users about sustainability?
- What sustainable materials are included in the project? Will these materials result in a long useful life of the project?
- What energy-efficient features are you adding?
- What modes of transportation provide access to the site?
- Is the on-site storm water managed by rain gardens, porous paving, or other sustainable features? Does the design exceed permit requirements for storm water management?
- If there are wetlands on site, describe the size, quality, and classification and explain how the design considers the wetland functions.
- What is the strategy or plan for long-term maintenance and stewardship of the site?
- What other developed features will contribute to increasing energy efficiencies, reducing maintenance, minimizing environmental impacts, or being more sustainable?

Maintenance and Operation

- In evaluating alternative approaches to your maintenance and operations, did you consider and reject any to reduce impacts to natural resources and reduce pollution?
- If replacing an existing structure or rerouting a trail, will this reduce existing negative impacts to ecosystem function or habitat? Will your invasive species response plan reduce the presence or spread of invasive species?

- Do you have a maintenance and operation plan that prioritizes environmental stewardship?
- Are the materials, equipment, and products you use environmentally responsible? Will they result in a long useful life?
- Do you require staff and contractor training in tasks that reduce waste, lower emissions, and reduce impacts to natural resources?
- When upgrading facilities, to what extent can you leverage these upgrades to improve your stewardship of natural resources and reduce waste and pollution?
- What other noteworthy characteristics of your project contribute to environmental protection, energy efficiency, less maintenance, fewer environmental impacts, or sustainability?
- Does your maintenance and operation program have a public education component? How do you communicate with your users about how they can reduce their environmental impacts
- In what ways will your maintenance and operations reduce impacts to ecosystem function and habitat that would otherwise occur?
- Compare your site and your expected development to other developed sites nearby. How is your planned development more sustainable and environmentally responsible than others?
- In what ways will your maintenance and operations extend the useful life of the facility or preserve public access?

▲ Point Range: Evaluators award a maximum of 5 points.

Revised February 2016 by Recreation and Conservation Funding Board Resolution 2016-09.

8. Readiness to proceed. How soon after the grant is approved can the project begin? (Applicants respond only to bulleted items clearly relevant to your project.)

There are often good reasons why managers are unable to initiate a project immediately. Even so, if other factors are equal, the NOVA program favors projects that move the quickest.

- Start-Finish: When will work on the project begin? When will work be completed and/or the facility be open to use?

Preliminary Work: Are all elements ready - permits, environmental clearances, engineering, signed agreements, equipment, labor force, etc.? Have any appeals been resolved? (Explain.)

- Acquisitions: Has the landowner been contacted? Is the owner willing to sell? Does the applicant hold an option on the property? (Describe). Are required appraisals and reviews

completed? (Describe). Will the land acquired be immediately available for use by users in the intended category? Explain.

▲ Point Range: 0-5 points.

- | | |
|------------|---|
| 0 points | Very large barriers exist that likely will delay the project a year or more. |
| 1-2 points | Substantial to significant barriers exist that likely will be removed in the next 12 months. |
| 3-4 points | Minimal to ordinary barriers exist that likely will be removed by the time a grant is approved. |
| 5 points | No barriers. The project is ready to move forward immediately. |

Revised 2004.

9. Predominantly natural. Is the project site in a predominantly natural setting? (ORV applicants do not answer this question. All other applicants respond only to bulleted items clearly relevant to your project.)

Consider the project's immediate physical setting, not its distance from structures that affect the setting. Apart from the proposal, to what extent does the user experience the natural environment versus human structures and activities: buildings, radio/cell towers, roads, dams, etc.?

A setting does not need to be pristine or untouched to rate a high score:

- A second growth forest often is sufficiently natural.
- A remote high camp or ridge-top trail can afford distant views of cities or towns.
- A campground or trailhead can be located adjacent to or at the end of a paved road.
- The number of people using the facility will not detract necessarily from the setting or desired recreational experience.

When evaluators score this question, they will look at the natural setting of the location, not the facility proposed for funding.

▲ Point Range: 0-5 points.

- | | |
|------------|--|
| 0 points | No evidence presented, or site is not natural. |
| 1-2 points | Setting is not very natural: too much noise, too many roads, clear cuts, etc. |
| 3-4 points | Setting is mostly natural. Though it may be adjacent to a clear cut or touch a road, virtually all views and sounds are natural. |

5 points Setting is natural. Any trees are predominately mature, sights and sounds are all natural.

Revised 2004.

10. Project support. To what extent do users and the public support the project? (Applicants respond only to bulleted items clearly relevant to your project.)

Support can be demonstrated in both financial and non-financial ways and varies depending upon the project type. In scoring this question, evaluators consider the type of support that is most relevant to the project. Examples of support or endorsement include:

- Voter-approved initiatives and bond issues.
- Donations to help complete the project: Labor, equipment, money, materials, or land.
- Advisory board approval, completion of a public planning process that endorsed this project.
- Positive letters, oral testimony at public meetings, or support from friends or user groups.
- Positive (or the absence of extensive negative) media coverage.

▲ Point Range: 0-5 points, which staff later multiplies by 2.

0 points No or very weak evidence presented.

1-2 points Minimal to fair specific evidence of support.

3 points Moderate support.

4-5 points Exceptional to overwhelming support.

Revised 2004.

11. Cost-benefit. Do the project's benefits outweigh its costs? (Applicants respond only to bulleted items clearly relevant to your project.)

Costs may include fiscal outlays, unacceptable harm to adjoining areas or the environment, and factors that cause unnecessary ill will from users, the public, or others. Benefits may be economic gains for the community, added opportunity for facility users, improvements to the environment, etc.

- What is the cost per mile for trails or other unit of measure for other projects? Explain.

- Describe this project's impact on the net availability of opportunities?¹⁵
- What alternatives to the project were considered and why were they rejected in favor of the current proposal?
- Describe the recreation and non-recreational benefits this project will provide, including health, community economic development, education, and stewardship.
- Describe the project's environmental cost-benefit.
- Explain why reviewers should have confidence in the budget for this project.

▲ Point Range: 0-5 points.

0 points	No evidence of a net benefit presented.
1-2 points	Little to modest evidence of a mild net benefit.
3-4 points	Adequate to strong evidence of a solid net benefit.
5 points	Substantial evidence of an exceptional net benefit.

Revised 2004.

Scored by RCO Staff

12. Matching shares. What percentage of the total project cost is the applicant contributing?

RCO staff scores this question based on information provided in the application. Only elements considered reimbursable are eligible for use as an applicant's match. For evaluation scoring purposes, an RCO grant used as match will not count toward the award of matching share points. No additional information is required.

▲ Point Range: 0-5 points.

0 points	0-10 percent of project's value will be contributed by the applicant.
1 point	10.01-20 percent of project's value will be contributed by the applicant.
2 points	20.01-30 percent of project's value will be contributed by the applicant.
3 points	30.01-40 percent of project's value will be contributed by the applicant.
4 points	40.01-50 percent of project's value will be contributed by the applicant.
5 points	More than 50 percent of project's value will be contributed by the applicant.

¹⁵An applicant should address the availability of recreation opportunities in the specific grant category in which he or she is applying. For example, if the applicant is applying for an off-road vehicle grant, he or she should describe the availability of off-road vehicle recreation opportunities.

Revised January 9, 2014.

13. Population proximity. Is the project site located:

- **In a county with a population density greater than 250 people per square mile**
- **Within 30 miles of a city with a population of 25,000 people or more?**

RCO staff will score this question based on maps provided with the application. No additional information is required. The *2013-2018 NOVA Plan* directs the Recreation and Conservation Funding Board to encourage projects convenient to population centers. That policy is supported by Revised Code of Washington 79A.25.250.

▲ Point Range: 1-2 points. RCO staff awards 1 point each below, for a maximum of 2 points.

- | | |
|---------|--|
| 1 point | Located in a county with a population density greater than 250 people per square mile and/or |
| 1 point | Located within 30 miles of a city with a population of 25,000 people. |

14. Growth Management Act preference. Has the applicant¹⁶ made progress toward meeting the requirements of the Growth Management Act?¹⁷

State law requires that:

- D) Whenever a state agency is considering awarding grants to finance public facilities, it shall consider whether the applicant has adopted a comprehensive plan and development regulations as required by Revised Code of Washington 36.70A.040 ("state law").
- E) When reviewing such requests, the state agency shall accord additional preference to applicants that have adopted the comprehensive plan and development regulations. An applicant is deemed to have satisfied the requirements for adopting a comprehensive plan and development regulations if it:
 - Adopts or has adopted within the time periods specified in state law;
 - Adopts or has adopted by the time it requests a grant or loan; or
 - Demonstrates substantial progress toward adopting within the time periods specified in state law. An agency that is more than 6 months out of compliance with the time periods has not demonstrated substantial progress.

¹⁶Applicants in this question are counties, cities, and towns only. This question does not apply to nonprofit organizations or state and federal agency applicants.

¹⁷Revised Code of Washington 43.17.250 (Growth Management Act-preference required)

- F) A request from an applicant planning under state law shall be accorded no additional preference based on subsection (B) over a request from an applicant not planning under this state law.

Scores for this this question are based on information from the state Department of Commerce, Growth Management Division. If an agency's comprehensive plan, development regulations, or amendments have been appealed to a Growth Management Act Hearings Board, they cannot be penalized during the period of appeal. Scoring occurs after RCO's technical completion deadline.

▲ Point Range: -1 to 0.

- | | |
|----------|---|
| -1 point | The applicant does not meet the requirements of Revised Code of Washington 43.17.250. |
| 0 points | Applicant meets the requirements of Revised Code of Washington 43.17.250. |
| 0 points | Applicant is a nonprofit organization, state or federal agency. |

Option 1B: No Criteria Changes, but Written Evaluation Process for Maintenance Projects (Only)

1. Use Current Evaluation Criteria (above)
2. Written evaluation process for Maintenance project only.
 - Advisory Committee members (evaluators) score projects outside of a meeting with other members. Thereafter, staff shall coordinate and facilitate a full Advisory Committee meeting (may be virtual or teleconference) with applicants and/or grant managers as may be needed or desired to ask questions and discuss projects.
3. For all other project types there shall be an in-person evaluation format (no change to current format)

Option 2A: Update Evaluation Criteria, and Written Evaluation Process for Maintenance Projects

Summary of Proposed Changes:

1. Update the evaluation criteria and allow only a written review of Maintenance grant applications. All other project types will retain an in-person evaluation presentation time.
2. The below changes to the evaluation criteria aim to "lean" the evaluation instrument.
 - For all project types, staff recommend removing the Environmental Stewardship Question due to its lack of utility in the evaluation process. Responses to this question do not vary much from project to project.

- For Maintenance projects only, staff recommend removing the “Maintenance” and “Readiness to Proceed” questions due to their lack of utility in the evaluation process. Responses to these questions do not vary much from project to project.
 - The “SCORP” question, formerly question 3, was removed by board resolution in October of 2017 and is therefore not included in this proposal.
3. For Maintenance projects only, staff recommend adding the “Discretionary Committee Member Evaluation” question. This, along with providing the evaluators more (new) information in their application packets, is intended to allow a pathway for committee members to better distinguish maintenance projects from one another.

Red Underline are proposed additions to the criteria.

~~Red Strikeouts~~ are proposed deletions in the criteria.

Proposed New NOVA Evaluation Criteria

NOVA Evaluation Questions Summary						
Scored By	Question	Title	Questions by Category and Project Type	Current and Proposed Maximum Points	Proposed Question Weight (NHR, NM)*	Proposed Question Weight (ORV)*
Advisory Committee	1	Need	All	15 <u>20 (for Maintenance Projects)</u>	21% <u>28% (for Maintenance Projects)</u>	22% <u>30% (for Maintenance Projects)</u>
Advisory Committee	2	Need fulfillment	All	15 <u>20 (for Maintenance Projects)</u>	21% <u>28% (for Maintenance Projects)</u>	22% <u>30% (for Maintenance Projects)</u>
Advisory Committee	3	Site suitability	Acquisition	10	14%	15%
			Combination Acquisition and Development	5	7%	8%
Advisory Committee	4	Project design	Development	10	14%	15%
			Combination Acquisition and Development	5	7%	8%
Advisory Committee	5	Maintenance	Maintenance and Operation	10		
Advisory Committee	5	Planning	Planning	10	14%	15%
Advisory Committee	7	Sustainability and environmental stewardship	All	5		
Advisory Committee	6	Readiness to proceed	All For Development, Planning, Acquisition, and	5	7%	8%

NOVA Evaluation Questions Summary						
Scored By	Question	Title	Questions by Category and Project Type	Current and Proposed Maximum Points	Proposed Question Weight (NHR, NM)*	Proposed Question Weight (ORV)*
			Combination Acquisition and Development Project Types Only. (Not Maintenance)			
Advisory Committee	7	Predominantly natural	Nonmotorized and Nonhighway Road category only	5	7%	NA
Advisory Committee	8	Project support	All	10	14%	15%
Advisory Committee	9	Cost-benefit	All	5	7%	8%
<u>Advisory Committee</u>	<u>10</u>	<u>Discretionary Committee Member Evaluation</u>	<u>Maintenance Projects Only</u>	<u>5</u>	<u>7%</u>	<u>8%</u>
RCO staff	11	Matching shares	All	5	7%	8%
RCO staff	12	Population proximity	All	2	3%	4%
RCO staff	13	Growth Management Act preference	All	0 Range = -1 to 0)	1%	2%
Nonhighway and Nonmotorized Total Points Possible				82 72		
ORV Total Possible Points				77 67		

KEY:

All=includes acquisition, development, maintenance and operation, and planning project types.

* Approximate Values

For each question scored by the advisory committee, descriptive text and bullets are provided to help applicants and evaluators. A successful proposal need not address each consideration, nor is the list all inclusive.

1. Need. What is the need for new, improved, or maintained facilities?¹⁸ (Applicants respond only to bulleted items clearly relevant to their projects.)

G) State, Regional, Land Manager, or Community Needs

- Cite any publicly reviewed and adopted plan that supports the need for the project by name, location, or type.
- Describe why NOVA funds are critical to the completion of this project (current physical condition, safety, environmental issues, imminent threat of loss of recreation, etc.)

H) Inventory Issues

- Describe similar opportunities now available in the local area.
- Describe the need for new and/or improved facilities in the service area. For example, are there overcrowding issues? Is this a unique recreational experience?
- Describe any significant maintenance backlog in the project area.

I) Use

- Describe how accessible (including to people with disabilities) the finished project will be to intended users.
- Describe how heavily trails and support facilities in the area are used.
- Describe any un-served or under-served user groups.

▲ Point Range: 0-5 points, which staff later multiplies by 3.

0 points No or very weak need established.

1-2 points Fair to moderate need established.

3 points Strong need established.

4-5 points Very high to exceptional: several points made to establish need.

Revised 2004.

2. Need fulfillment. How well will this project fulfill the service area's needs identified in Question 1? (Applicants respond only to bulleted items clearly relevant to your project.)

¹⁸Throughout this question, the applicant should address the need for facilities or recreation opportunities in the specific grant category in which he or she is applying. For example, if the applicant is applying for an off-road vehicle grant, he or she should describe the need for off-road vehicle facilities or address the off-road vehicle recreation opportunities.

- How does the project meet the applicant's stated goals and objectives?
- How does the project meet the needs identified in the service area?
- How will the project meet the needs of any underserved user groups?
- How have intended users been included in the planning process and how has their feedback been addressed?

▲ Point Range: 0-5 points, which staff later multiplies by 3.

0 points	No or weak evidence of need satisfaction.
1-2 points	Fair to moderate evidence. Project fills only a small portion of the apparent or expressed need.
3 points	Strong evidence. An important need will be addressed by the project, although that need will not be completely filled by the project as proposed.
4-5 points	Very high to exceptional evidence. The project fulfills a critical need.

Revised 2004.

Answered by Applicants with Acquisition Projects

3. Site suitability. To what extent is the site to be acquired well suited for the intended recreational activity?¹⁹ (Applicants respond only to bulleted items clearly relevant to your project.)

Describe the suitability of the site's physical features for the proposed uses. Generally, sites most compatible with the proposed uses will score higher. Consider such factors as:

- Size
- Topography
- Soils
- Natural amenities
- Location

Other considerations include:

¹⁹An applicant should address the suitability of the site for the recreation facility in the specific grant category in which he or she is applying. For example, if the applicant is applying for an off-road vehicle grant, he or she should describe the suitability of the site for off-road vehicle recreation.

- How is the proposed acquisition compatible with the adjacent land uses?
- Does this acquisition provide a buffer to the existing use area? Explain.
- Will the proposed acquisition link to an existing facility?²⁰ Explain.

▲ Point Range: 0-5 points, which staff later multiplies by 2.

0 points	No evidence presented, or the site is inappropriate for the intended recreation uses.
1-2 points	Below average to moderate. The site appears fair for the intended uses, though there may be concern over its appropriateness.
3 points	Good. Site is adequate or reasonable for intended uses.
4-5 points	Very good to excellent. Site is outstanding.

Revised 2004.

Answered by Applicants with Development Projects

4. Project design. Is the proposal appropriately designed for intended uses and users? (Applicants respond only to bulleted items clearly relevant to your project.)

If the facility has a Primary Management Objective,²¹ describe how the project design is compatible with the objective.

Explain how the project uses proven design criteria including:

- Barrier free and other user friendly elements.
- Adequate spatial relationships, surfacing, width, and grades (are there switchbacks, how is multiple-use facilitated, how tight are curves for ORVs, bicycles, and motorcycles?)
- Trails: Were "loop" designs considered and if present, do the loops lead to a primary destination?

Explain how the design:

²⁰Existing facilities providing recreation for the specific grant category in which he or she is applying. For example, if the applicant is applying for an off-road vehicle grant, will the proposed acquisition link to an existing facility providing off-road vehicle recreation.

²¹Primary Management Objective means the main type of use for which a trail or facility is managed. Primary Management Objectives are adopted by policy and communicated to users. For example, if an agency carries out a policy to specifically manage a facility for wildlife viewing, and communicates this fact to users, the Primary Management Objective is wildlife viewing. Such a Primary Management Objective does not necessarily mean that other uses are prohibited. A Primary Management Objective provides all users with an understanding of the type of experience to expect.

- Protects and complements the environment.
- Makes the best use of the site.
- Minimizes the need for ongoing maintenance.
- Satisfies users' desired level of difficulty (for ORVs only)
- For existing trails: Does not over build (retains the difficulty level) and minimizes user displacement.

▲ Point Range: 0-5 points, which staff later multiplies by 2.

- | | |
|------------|---|
| 0 points | Poor evidence presented or inappropriate design. For example: Environmental issues not addressed, trail difficulty level or user experience not addressed or can be expected to change substantially, or high probability of user displacement. |
| 1-2 points | Below average to moderate. For example: Design does fair job of addressing environmental issues, use difficulty level and user experience will change somewhat, there appears to be some user displacement. |
| 3 points | Good. For example: Design is adequate or reasonable to address environmental problems, retains similar difficulty level and user experience, or may be low levels of user displacement. |
| 4-5 points | Very good to excellent. Design is outstanding. If a trail, it retains difficulty level and user experience with minimal or no user displacement. |

Revised 2004.

Answered by Applicants with Maintenance and Operation Projects

~~5. Maintenance. Are the project's maintenance goals and objectives appropriate? (Applicants respond only to bulleted items clearly relevant to your project.)~~

- ~~• Is the project needed to ensure protection of an environmentally sensitive site? Explain.~~
- ~~• If this is a trail project, what safeguards are in place to ensure an appropriate level of difficulty or challenge is retained?~~
- ~~• Does the site pose special maintenance problems? Will it be cost-effective to continue maintenance over the long term? Explain.~~
- ~~• By how long will this maintenance project extend the service life of this facility? Explain.~~

~~▲ Point Range: 0-5 points, which staff later multiplies by 2.~~

- | | |
|---------------------|---|
| 0 points | Poor. Too little information is presented, or the goals and objectives don't seem appropriate. |
|---------------------|---|

~~1-2 points — Fair to moderate. Project appears to be only somewhat important.~~

~~3 points — Good. Project effectively addresses a relatively important maintenance need in a timely way.~~

~~4-5 points — Very good to excellent. This project effectively addresses a critical maintenance need in a timely way.~~

Answered by Applicants with Planning Projects

5. Planning. To what extent will the proposed plan or study help provide opportunities and address sustainability of the natural environment?²² (Applicants respond only to bulleted items clearly relevant to your project.)

Recreation Benefit and Public Involvement Factors

- Will this project directly benefit the intended recreation? Explain. (For example, will it result in a development proposal, or will more planning be required?)
- What are the results of any public involvement in the planning proposal?

Proposed Plan Scope and Outcomes Factors

- Are the project's planning goals and objectives appropriate? Explain.
- Is the proposed plan or study cost-effective?
- Does the plan or study reflect current planning or design standards or is the approach untested?
- Are there any conditions on site or in the study area that might require extraordinary or unique planning or design efforts?
- What is the complexity or feasibility of environmental mitigation that could be required?
- Does the plan or study address maintenance and stewardship of the planning area?
- What are the qualifications and experience of the personnel, including consultants?

▲ Point Range: 0-5 points, which staff later multiplies by 2.

0 points Evidence is vague or it appears that the project will not lead to new opportunities for the intended type of recreation.

²²An applicant should address the recreation opportunities provided in the specific grant category in which he or she is applying. For example, if the applicant is applying for an off-road vehicle grant, he or she should describe the off-road vehicle opportunities that would be provided.

- | | |
|------------|--|
| 1-2 points | Fair to moderate evidence. Proposal likely will lead to weak or below average new recreation opportunities. |
| 3 points | Good. Proposal likely will lead to an above average or several solid recreation opportunities. |
| 4-5 points | Very good to excellent. Proposal likely will lead to an outstanding opportunity in the intended recreation type. |

Revised February 2016 by Recreation and Conservation Funding Board Resolution 2016-09.

~~6.— Sustainability and Environmental Stewardship. Will the project result in a project, plan, or program that protects the integrity of the environment?~~

~~Factors to consider for different project types are outlined below.~~

~~Acquisition and Planning~~

- ~~• How was your project site selected and how can impacts to ecosystem functions or habitat loss be minimized or avoided?~~
- ~~• How will the proposed uses avoid environmental impacts and support the ecosystem functions of the property to include any aquatic resources?~~
- ~~• Are there invasive species on site? If there are, what is your response plan to limit the presence and spread of invasive species in your project and future recreational uses?~~
- ~~• What is the strategy or plan for maintenance and stewardship of the site? How will your planned operation and maintenance preserve or protect natural resources?~~
- ~~• How do the natural characteristics of the site support future planned uses? What natural features do you plan to retain?~~
- ~~• For the planned use of the site, do you expect to go beyond the expected permitting and mitigation requirements?~~
- ~~• What natural elements of the site do you plan to retain/protect? Is there an opportunity for public environmental education?~~
- ~~• Will the planned project protect wetlands or wetland functions? Describe the size, quality, and classification.~~
- ~~• Compare your site and your expected development to other developed sites nearby. How is yours more sustainable and environmentally responsible than others?~~
- ~~• What other noteworthy characteristics of the planned project contribute to environmental protection, energy efficiency, less maintenance, fewer environmental impacts, or sustainability?~~

Development

- Does the proposed development protect natural resources onsite and integrate sustainable elements such as low-impact development techniques, green infrastructure, or environmentally preferred building products?
- Are you replacing invasive plant species with native vegetation? Are you using pervious surfaces for any of the proposed facilities?
- Are you installing interpretive panels or signs that educate users about sustainability?
- What sustainable materials are included in the project? Will these materials result in a long useful life of the project?
- What energy-efficient features are you adding?
- What modes of transportation provide access to the site?
- Is the on-site storm water managed by rain gardens, porous paving, or other sustainable features? Does the design exceed permit requirements for storm water management?
- If there are wetlands on site, describe the size, quality, and classification and explain how the design considers the wetland functions.
- What is the strategy or plan for long-term maintenance and stewardship of the site?
- What other developed features will contribute to increasing energy efficiencies, reducing maintenance, minimizing environmental impacts, or being more sustainable?

Maintenance and Operation

- In evaluating alternative approaches to your maintenance and operations, did you consider and reject any to reduce impacts to natural resources and reduce pollution?
- If replacing an existing structure or rerouting a trail, will this reduce existing negative impacts to ecosystem function or habitat? Will your invasive species response plan reduce the presence or spread of invasive species?
- Do you have a maintenance and operation plan that prioritizes environmental stewardship?
- Are the materials, equipment, and products you use environmentally responsible? Will they result in a long useful life?
- Do you require staff and contractor training in tasks that reduce waste, lower emissions, and reduce impacts to natural resources?
- When upgrading facilities, to what extent can you leverage these upgrades to improve your stewardship of natural resources and reduce waste and pollution?

- ~~What other noteworthy characteristics of your project contribute to environmental protection, energy efficiency, less maintenance, fewer environmental impacts, or sustainability?~~
- ~~Does your maintenance and operation program have a public education component? How do you communicate with your users about how they can reduce their environmental impacts~~
- ~~In what ways will your maintenance and operations reduce impacts to ecosystem function and habitat that would otherwise occur?~~
- ~~Compare your site and your expected development to other developed sites nearby. How is your planned development more sustainable and environmentally responsible than others?~~
- ~~In what ways will your maintenance and operations extend the useful life of the facility or preserve public access?~~

▲ ~~Point Range: Evaluators award a maximum of 5 points.~~

Answered by Applicants with Development, Planning, Acquisition, and Combination Acquisition and Development Projects

6. Readiness to proceed. How soon after the grant is approved can the project begin? (Applicants respond only to bulleted items clearly relevant to your project.)

There are often good reasons why managers are unable to initiate a project immediately. Even so, if other factors are equal, the NOVA program favors projects that move the quickest.

- Start-Finish: When will work on the project begin? When will work be completed and/or the facility be open to use?

Preliminary Work: Are all elements ready - permits, environmental clearances, engineering, signed agreements, equipment, labor force, etc.? Have any appeals been resolved? (Explain.)

- Acquisitions: Has the landowner been contacted? Is the owner willing to sell? Does the applicant hold an option on the property? (Describe). Are required appraisals and reviews completed? (Describe). Will the land acquired be immediately available for use by users in the intended category? Explain.

▲ Point Range: 0-5 points.

0 points Very large barriers exist that likely will delay the project a year or more.

1-2 points substantial to significant barriers exist that likely will be removed in the next 12 months.

3-4 points Minimal to ordinary barriers exist that likely will be removed by the time a grant is approved.

5 points No barriers. The project is ready to move forward immediately.

Revised 2004.

7. Predominantly natural. Is the project site in a predominantly natural setting? (ORV applicants do not answer this question. All other applicants respond only to bulleted items clearly relevant to your project.)

Consider the project's immediate physical setting, not its distance from structures that affect the setting. Apart from the proposal, to what extent does the user experience the natural environment versus human structures and activities: buildings, radio/cell towers, roads, dams, etc.?

A setting does not need to be pristine or untouched to rate a high score:

- A second growth forest often is sufficiently natural.
- A remote high camp or ridge-top trail can afford distant views of cities or towns.
- A campground or trailhead can be located adjacent to or at the end of a paved road.
- The number of people using the facility will not detract necessarily from the setting or desired recreational experience.

When evaluators score this question, they will look at the natural setting of the location, not the facility proposed for funding.

▲ Point Range: 0-5 points.

0 points No evidence presented, or site is not natural.

1-2 points Setting is not very natural: too much noise, too many roads, clear cuts, etc.

3-4 points Setting is mostly natural. Though it may be adjacent to a clear cut or touch a road, virtually all views and sounds are natural.

5 points Setting is natural. Any trees are predominately mature, sights and sounds are all natural.

Revised 2004.

8. Project support. To what extent do users and the public support the project? (Applicants respond only to bulleted items clearly relevant to your project.)

Support can be demonstrated in both financial and non-financial ways and varies depending upon the project type. In scoring this question, evaluators consider the type of support that is most relevant to the project. Examples of support or endorsement include:

- Voter-approved initiatives and bond issues.
- Donations to help complete the project: Labor, equipment, money, materials, or land.
- Advisory board approval, completion of a public planning process that endorsed this project.
- Positive letters, oral testimony at public meetings, or support from friends or user groups.
- Positive (or the absence of extensive negative) media coverage.

▲ Point Range: 0-5 points, which staff later multiplies by 2.

- | | |
|------------|---|
| 0 points | No or very weak evidence presented. |
| 1-2 points | Minimal to fair specific evidence of support. |
| 3 points | Moderate support. |
| 4-5 points | Exceptional to overwhelming support. |

Revised 2004.

9. Cost-benefit. Do the project's benefits outweigh its costs? (Applicants respond only to bulleted items clearly relevant to your project.)

Costs may include fiscal outlays, unacceptable harm to adjoining areas or the environment, and factors that cause unnecessary ill will from users, the public, or others. Benefits may be economic gains for the community, added opportunity for facility users, improvements to the environment, etc.

- What is the cost per mile for trails or other unit of measure for other projects? Explain.
- Describe this project's impact on the net availability of opportunities?²³
- What alternatives to the project were considered and why were they rejected in favor of the current proposal?
- Describe the recreation and non-recreational benefits this project will provide, including health, community economic development, education, and stewardship.

²³An applicant should address the availability of recreation opportunities in the specific grant category in which he or she is applying. For example, if the applicant is applying for an off-road vehicle grant, he or she should describe the availability of off-road vehicle recreation opportunities.

- Describe the project's environmental cost-benefit.
- Explain why reviewers should have confidence in the budget for this project.

▲ Point Range: 0-5 points.

0 points	No evidence of a net benefit presented.
1-2 points	Little to modest evidence of a mild net benefit.
3-4 points	Adequate to strong evidence of a solid net benefit.
5 points	Substantial evidence of an exceptional net benefit.

Revised 2004.

10. Discretionary Committee Member Evaluation

The NOVA Advisory Committee membership represents a variety of backcountry and front-country recreationists and land managers. This question allows committee member to bring into consideration their knowledge of statewide and local recreation patterns, resources, user and applicant needs, location, and any unique factors or areas of emphasis for the project.

The determination of points awarded is an individual decision based on informed judgement.

Some considerations may add to while others may reduce the number of discretionary points a project receives.

Applicants do not address this question in their oral and PPT presentation.

Committee members score this question during the question and answer portion of the presentation or at the end of the session.

▲ Point Range: 0-5 points.

Scored by RCO Staff

11. Matching shares. What percentage of the total project cost is the applicant contributing?

RCO staff scores this question based on information provided in the application. Only elements considered reimbursable are eligible for use as an applicant's match. For evaluation scoring purposes, an RCO grant used as match will not count toward the award of matching share points. No additional information is required.

▲ Point Range: 0-5 points.

0 points	0-10 percent of project's value will be contributed by the applicant.
1 point	10.01-20 percent of project's value will be contributed by the applicant.

- | | |
|----------|---|
| 2 points | 20.01-30 percent of project's value will be contributed by the applicant. |
| 3 points | 30.01-40 percent of project's value will be contributed by the applicant. |
| 4 points | 40.01-50 percent of project's value will be contributed by the applicant. |
| 5 points | More than 50 percent of project's value will be contributed by the applicant. |

Revised January 9, 2014.

12. Population proximity. Is the project site located:

- **In a county with a population density greater than 250 people per square mile**
- **Within 30 miles of a city with a population of 25,000 people or more?**

RCO staff will score this question based on maps provided with the application. No additional information is required. The *2013-2018 NOVA Plan* directs the Recreation and Conservation Funding Board to encourage projects convenient to population centers. That policy is supported by Revised Code of Washington 79A.25.250.

▲ Point Range: 1-2 points. RCO staff awards 1 point each below, for a maximum of 2 points.

- | | |
|---------|--|
| 1 point | Located in a county with a population density greater than 250 people per square mile and/or |
| 1 point | Located within 30 miles of a city with a population of 25,000 people. |

13. Growth Management Act preference. Has the applicant²⁴ made progress toward meeting the requirements of the Growth Management Act?²⁵

State law requires that:

- J) Whenever a state agency is considering awarding grants to finance public facilities, it shall consider whether the applicant has adopted a comprehensive plan and development regulations as required by Revised Code of Washington 36.70A.040 ("state law").
- K) When reviewing such requests, the state agency shall accord additional preference to applicants that have adopted the comprehensive plan and development regulations. An applicant is deemed to have satisfied the requirements for adopting a comprehensive plan and development regulations if it:
 - Adopts or has adopted within the time periods specified in state law;

²⁴Applicants in this question are counties, cities, and towns only. This question does not apply to nonprofit organizations or state and federal agency applicants.

²⁵Revised Code of Washington 43.17.250 (Growth Management Act-preference required)

- Adopts or has adopted by the time it requests a grant or loan; or
- Demonstrates substantial progress toward adopting within the time periods specified in state law. An agency that is more than 6 months out of compliance with the time periods has not demonstrated substantial progress.

L) A request from an applicant planning under state law shall be accorded no additional preference based on subsection (B) over a request from an applicant not planning under this state law.

Scores for this question are based on information from the state Department of Commerce, Growth Management Division. If an agency's comprehensive plan, development regulations, or amendments have been appealed to a Growth Management Act Hearings Board, they cannot be penalized during the period of appeal. Scoring occurs after RCO's technical completion deadline.

▲ Point Range: -1 to 0.

- | | |
|----------|---|
| -1 point | The applicant does not meet the requirements of Revised Code of Washington 43.17.250. |
| 0 points | Applicant meets the requirements of Revised Code of Washington 43.17.250. |
| 0 points | Applicant is a nonprofit organization, state or federal agency. |

Option 2B: Update Evaluation Criteria, Shorter In-Person Presentation Time for All Projects (Staff Recommendation)

Summary of Proposed Changes:

1. Apply the same criteria changes in Option 2A to "lean" the evaluation instrument to allow shorter presentation times. This goal of a leaner evaluation instrument is to move from a 20 minute in-person evaluation period to a shorter period to be identified after all applications have been completed (likely 15 minutes)

Proposal Details: Grant Limits

Proposed Changes in Red Underline:

Option 1: No Change²⁶

Category	Maintenance and Operation	Land Acquisition-Development-Planning
Nonhighway Road (NHR)	\$150,000 per project	\$200,000 per project
Nonmotorized (NM)	\$150,000 per project	\$200,000 per project
Off-road Vehicle (ORV)	\$200,000 per project	No limit

Option 2: Raise NHR and NM Maintenance Projects to \$200,000

Category	Maintenance and Operation	Land Acquisition-Development-Planning
Nonhighway Road (NHR)	<u>\$200,000</u> per project	\$200,000 per project
Nonmotorized (NM)	<u>\$200,000</u> per project	\$200,000 per project
Off-road Vehicle (ORV)	\$200,000 per project	No limit

Option 2: **Staff Recommendation**, Raise All Categories and Project Types to \$250,000 (Retain ORV No Limit)

Category	Maintenance and Operation	Land Acquisition-Development-Planning
Nonhighway Road (NHR)	<u>\$250,000</u> per project	<u>\$250,000</u> per project
Nonmotorized (NM)	<u>\$250,000</u> per project	<u>\$250,000</u> per project
Off-road Vehicle (ORV)	<u>\$250,000</u> per project	No limit

²⁶Recreation and Conservation Funding Board Resolution 2016-28

Attachment D.

Recreation and Conservation Funding Board

Resolution #2018-11

July 18-19, 2018 - Nonhighway and Offroad Vehicle Activities (NOVA), Policy Changes

WHEREAS, the Recreation and Conservation Funding Board (board) approved the current Non-highway and Offroad Activities Program Plan in 2017, and that plan calls for streamlined-grant making; and

WHEREAS, the Revised Code of Washington 79A.25.005, and 46.09 authorizes the board to administer this recreational grant-in-aid program; and

WHEREAS, keeping NOVA polices and evaluation criteria relevant, and the evaluation process as practical and effective as possible, promotes efficiency and quality in grant-making; and

WHEREAS, these policy and evaluation criteria updates are needed to best prepare for this 2018 grant cycle; and

WHEREAS, the board solicited and heard public comments on the policy and evaluation criteria updates recommended in an open public meeting on July 18, 2018, and

WHEREAS, staff reviewed and considered public comments on the recommendations contained in this memo.

NOW, THEREFORE BE IT RESOLVED, that the board approves resolution 2018-11 and the proposed policy recommendations and evaluation criteria for the NOVA Program.

Resolution moved by:

Resolution seconded by:

Adopted/Defeated/Deferred (underline one)

Date:

APPROVED BY RCO DIRECTOR KALEEN COTTINGHAM**Meeting Date:** July 18-19, 2018**Title:** Operating and Capital Budget Requests for the 2019-21 Biennium**Prepared By:** Wendy Brown, Policy Director**Summary**

The Recreation and Conservation Office (RCO) must submit operating and capital budget requests for the 2019-21 biennium to the Office of Financial Management (OFM) in early September. This memo provides background to assist the Recreation and Conservation Funding Board (board) in making decisions on the final budget requests for RCO to include in its Operating and Capital Budget proposals for the following grant programs: Washington Wildlife and Recreation Program and Youth Athletics Facilities Program.

Board Action Requested

This item will be a:

☒

Request for Decision

☐

Request for Direction

☐

Briefing

Resolutions:**Operating Budget**

The Recreation and Conservation Office (RCO) receives administrative funds from a variety of sources. The agency uses a portion of dedicated funds from the Recreation Resources Account, the Nonhighway and Off-road Vehicle Activities (NOVA) Program Account, and the Firearms and Archery Range Recreation Account to support the administration of the agency. Additionally, agency administration is also supported by funds in the capital budget; RCO charges a percent of programs that are determined by statute or interagency agreement, such as the Washington Wildlife and Recreation Program (WWRP), Youth Athletic Facilities (YAF) Program, Family Forest Fish Passage Program (FFPPP), and Salmon Federal funding. Finally, the administration of the agency is supported by some programs which are charged the agency's federally-approved indirect rate, including the Puget Sound Acquisition and Restoration (PSAR) Program, Puget Sound Estuary and Salmon Restoration Program (ESRP), Recreational Trail Program (RTP), Land and Water Conservation Fund (LWCF) and Boating Infrastructure Grants (BIG) program. RCO combines these funds to pay for the administrative support functions of the agency. These functions include grant management, compliance, policy work, communications, information technology, fiscal/budgeting, and management.

RCO receives limited general funds in the operating budget to support salmon recovery. These funds cover the Governor's Salmon Recovery Office (GSRO), a portion of the RCO Director, and pass-through funds for lead entity organizations (who review and present salmon projects to the Salmon Recovery Funding Board). RCO also receives funding in the operating budget to support the Washington Invasive Species Council (WISC). For recreation and conservation, funding for grant program administrations

comes almost entirely from the administrative rate of our capital appropriations. Very rarely, such as the recent hiking, biking, walking study funded in the 2018 supplemental operating budget, does the agency receive general funds for special projects.

The 2019-21 operating budget outlook is predicted to have the usual pressures. The good news is that the state believes it has met its school funding/McCleary obligations by investing an additional \$5 billion in the current biennium in K-12 Education. However, the next big challenge for the operating budget will be investing in the state's behavioral health system. So far, an additional \$121 million has already been targeted for behavioral health improvements in the 2019-21 biennium and more investments will likely be identified as agencies plan for the next biennium. General government spending and collective bargaining will put additional pressures on spending. The official budget outlook for the 2019-21 biennium adopted by the Economic and Revenue Forecast Council projects only \$88 million in unobligated balance at the start of the next biennium.

At this time, the Salmon Recovery Funding Board is discussing whether RCO should submit an operating budget request for an increase in general funds to support the work of the lead entities that make up the watershed-based groups responsible for implementing salmon recovery. Also being discussed are operating budget requests to conduct a 20-year review of the statewide salmon recovery strategy and to shift funds that support the Governor's Salmon Recovery Office from the budgets of the Departments of Ecology and Fish and Wildlife to the RCO. These budget decision will be determined by the Salmon Recovery Funding Board in August 2018.

In terms of operating budget requests for recreation and conservation-related efforts, the grant programs all fall on the capital side of the budget. However, the board may wish to play an active role in supporting the 2019-21 grant request by State Parks for the No Child Left Inside program, funded with general fund-state dollars.

Capital Budget

Bond Funding Capacity

The capital budget outlook will likely be stable, barring spikes in interest rates or drastic changes in economic factors. Estimated bond capacity in the 2019-21 biennium, given the most recent revenue forecast, is \$3.2 billion, which is about \$300 million above the level in the current biennium. Competing pressures for bond funding in the upcoming biennium include increased K-12 school construction, mental health capacity, and housing to address homelessness. There were also a large number of construction projects that were funded through design in the 2017-19 budgets, which will create intense competition for bond funds in the 2019-21 capital budget. And finally, the recent U.S. Supreme Court ruling on the culvert case and the recently launched Orca Task Force, will likely increase the pressure to provide increased funding for salmon recovery.

Dedicated Funds

Many of RCO's programs depend on dedicated funds that are collected for and dedicated to certain purposes. The budget requests for these programs will be based on the amount of expected collections for the 2019-21 biennium. These recreation and conservation programs are found in Table 1 below.

Table 1. Dedicated Fund Sources for RCO Programs

Program	Revenue Source
Aquatic Lands Enhancement Account	Revenue from DNR managed aquatic lands, including sale of geoduck harvests (a portion)
Boating Facilities Program	Motor vehicle fuel tax attributed to boating
Firearm and Archery Range Recreation (FARR)	Concealed weapons permits (a portion)
Nonhighway Off-Road Vehicle Activities (NOVA)	Motor vehicle fuel tax attributed to off highway usage and off-road vehicle permits

Federal Funds

The following RCO programs receive federal funds. The budget requests for these programs will be based on the amount of expected federal appropriations for the state 2019-21 biennium. These recreation and conservation programs are found in Table 2 below.

Table 2. Federal Fund Sources for RCO Programs

Program	Revenue Source
Boating Infrastructure Grant (BIG) Program	U.S. Fish and Wildlife Service/Department of Interior
Land and Water Conservation Fund	National Park Service/Department of Interior
Recreational Trails Program	Federal transportation funds dedicated to trails
Salmon Recovery – Federal	Pacific Coastal Salmon Recovery Fund/National Oceanic and Atmospheric Administration

Budget Requests

At the July meeting, the board will decide on the amount of 2019-21 funds to include in RCO's budget request for the following recreation and conservation programs: Washington Wildlife and Recreation Program and Youth Athletics Facilities Program. The Salmon Recovery Funding Board will make the same determination on funds for salmon recovery at their August meeting. Several other RCO-managed grant programs will have funding requests proposed by partner organizations (Department of Natural Resources, Puget Sound Partnership, and Washington Department Fish and Wildlife).

Washington Wildlife and Recreation Program (WWRP)

The WWRP is funded in the capital budget with general obligation bonds. This memo provides some optional ways to look at an appropriate WWRP funding request: 1) based the request on the percent of total bonds appropriated for WWRP in the past, 2) based the request on a per capita foundation; and 3) based on the percent of applications received that were funded. We have also referenced funding levels advocated by the Washington Wildlife and Recreation Coalition (WWRC), and included their analysis as Attachment D.

Background and History of WWRP Funding Levels

For background purposes, Table 3 shows the amount of bonds requested by the board and the amount actually appropriated by biennia. For the 2015-17 biennium when the Legislature appropriate funds for projects on the WWRP list to two different programs – the WWRP (\$55 million) and the RCO Recreation Grants (\$34 million) – the figure used in the table below and in all following analyses is the combined

appropriation of \$89 million. On average since 1995, the program has received 69 percent of the amount requested by RCO.

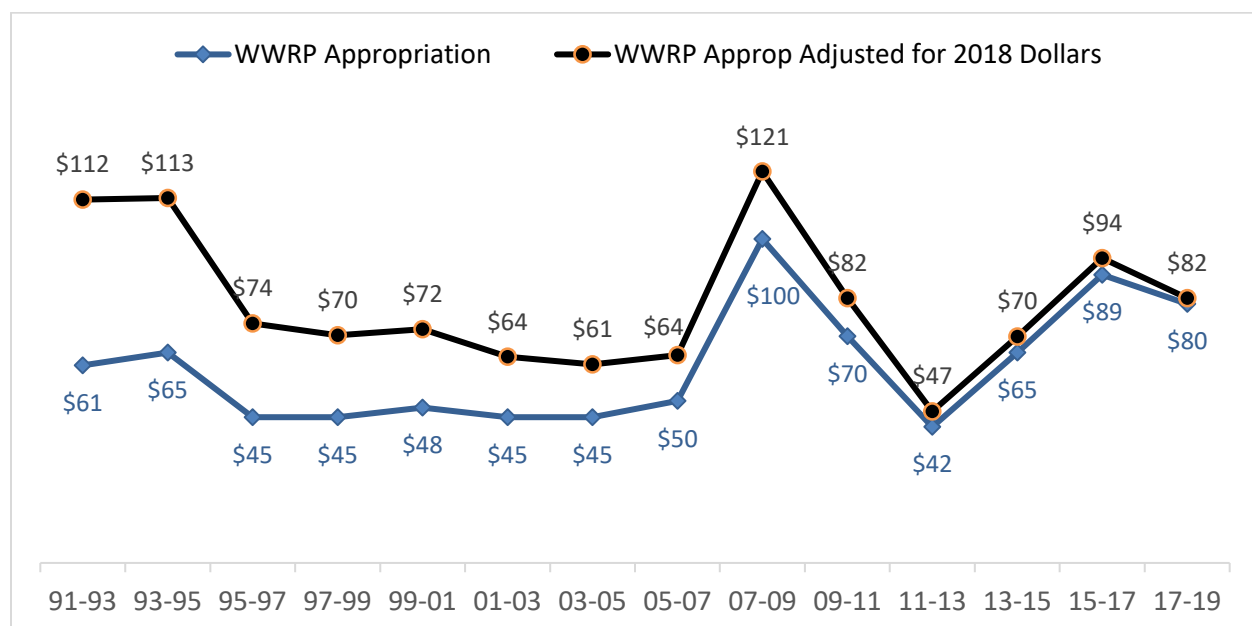
Table 3: WWRP Requests, Appropriations, and Percent Difference

Biennium	WWRP Request	WWRP Appropriation *Amount that Includes RRG Appropriation	Difference
---- Dollars in Millions ----			
95-97	\$90	\$45	50%
97-99	\$113	\$45	40%
99-01	\$70	\$48	69%
01-03	\$90	\$45	50%
03-05	\$55	\$45	82%
05-07	\$50	\$50	100%
07-09	\$100	\$100	100%
09-11	\$100	\$70	70%
11-13	\$100	\$42	42%
13-15	\$90	\$65	72%
15-17	\$97	\$89*	92%*
17-19	\$120	\$80	67%

*Figure includes RRG Grants funding for 2015-2017.

Figure 1 shows the value of past appropriations based on nominal 2018 dollars. The purpose of this analysis is to demonstrate that the \$61 million appropriation in 1991 is worth \$112 million in today's dollars. The average appropriation based on 2018 dollars is \$80 million.

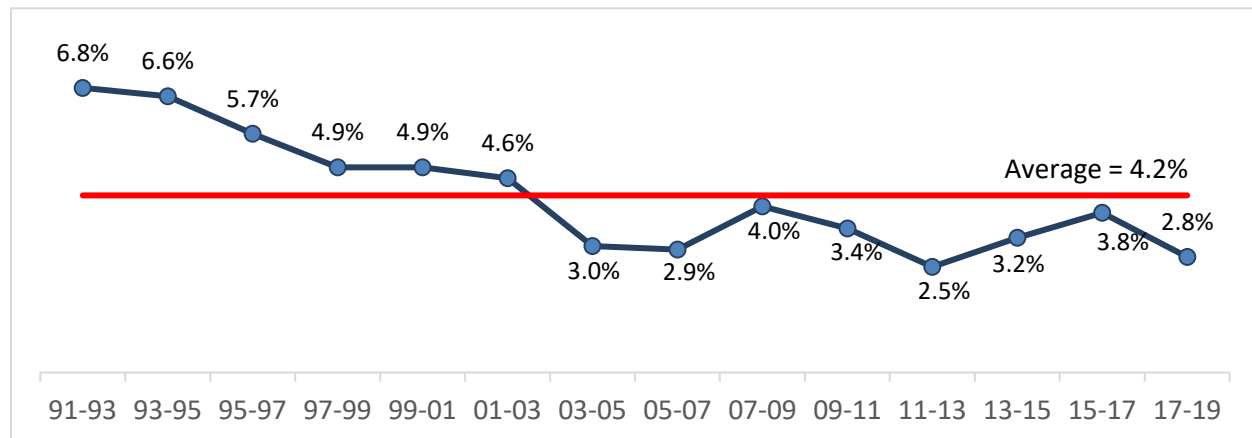
Figure 1: WWRP Appropriation by Biennium, Adjusted for 2018 Dollars (amounts in millions)



Option 1: Set the Funding Request Based on a Percent of Bond Capacity

To determine the amount of bonds the board should request for WWRP, there are a few possible options. One option is to base the request on the past percent of WWRP appropriation of the total amount of bonds available (bond capacity).

Figure 2: WWRP as a Percent of Bond Capacity, Listed by Biennium.



The average percentage of WWRP appropriations of the total bond capacity since the 1991-93 biennium is 4.2 percent. The amount of bond capacity available for the 2019-21 biennium is expected to be \$3.2 billion.¹ If the average percentage of WWRP funds to total bond capacity is used to determine the budget request, the board would request **\$134.4 million**.

Option 2: Set the Funding Level on a Per Capita Basis

Another way to view the budget request amount for WWRP is the amount appropriated per capita. Since 1992, the average per capita appropriation (adjusted for inflation²) for WWRP is \$13.19.

Washington's population continues to increase. Annual estimates prepared by the Office of Financial Management show the state's population increased by 122,300 people between 2015 and 2016, with an even larger increase in population size (126,600 people) between 2016 and 2017. The steady increase in population is expected to continue over the next decade and likely beyond.

The population growth is putting additional pressure on the use of and need for additional recreation opportunities and conservation space.

¹ OFM, Personal communication.

² The Bureau of Labor Statistics Consumer Price Index calculator was used to adjust to 2018 nominal dollars. The calculator uses the average Consumer Price Index for a given calendar year. The data represents changes in prices of all goods and services purchased for consumption by urban households.

Table 6: WWRP appropriations per capita, adjusted for 2018 dollars.

Biennium	WWRP Appropriation (Adjusted to 2018 dollars)	State Population	WWRP per Capita
----- Dollars in Millions -----			
91-93	\$112	5.14	\$21.83
93-95	\$113	5.36	\$21.03
95-97	\$74	5.57	\$13.28
97-99	\$70	5.75	\$12.22
99-01	\$72	5.89	\$12.26
01-03	\$64	6.06	\$10.51
03-05	\$61	6.21	\$9.87
05-07	\$64	6.42	\$9.99
07-09	\$121	6.61	\$18.28
09-11	\$82	6.72	\$12.17
11-13	\$47	6.82	\$6.86
13-15	\$70	6.97	\$10.03
15-17	\$94	7.18	\$13.10
17-19	\$82	7.43	\$11.01

The estimated population for 2019-21 is approximately 7,687,328. If the WWRP budget request is based on the average per capital since 1991 of \$13.19, the request amount would be **\$101.4 million**. An argument can also be made for WWRP projects built now as serving a population well beyond the next two years into the future. Taking a longer view point of a per capita estimate 10 and 20 years from now, using the same WWRP per capita average of \$13.19 and population projections in 2028 and 2038, a per capita-based budget request would equate to **\$110 million for the Washington state population in 10 years** and **\$120 million for the population in 20 years**.

Option 3: Applications Received and Funded

Table 7 displays the amount needed to fund all applications received each biennia since 1999 and the actual WWRP appropriation. Historically, the appropriation has met an average of 50 percent of the funding requested.

Table 7. Percentage of Applications Funded Through Appropriation

Biennium	Total Applications (\$)	WWRP Appropriation	Percent of Applications (\$) Funded
----- Dollars in Millions -----			
99-01	\$78.9	\$48	61%
01-03	\$62.6	\$45	72%
03-05	\$116.7	\$45	39%
05-07	\$85.1	\$50	59%
07-09	\$161.1	\$100	62%
09-11	\$272.2	\$70	26%
11-13	\$192.3	\$42	22%
13-15	\$129.8	\$65	50%
15-17	\$157.7	\$89	56%
17-19	\$163.4	\$80	49%

The amount needed in 2019-21 to fund 50 percent of the applications received in 2018, which is currently \$197 million (subject to change following completion of the technical review period), is **\$98.5 million**. The amount needed to fund 75 percent of the applications is **\$147.8 million**. To fund at least 50 percent of applications in all categories, the funding request would be **\$184 million**.

Other Options

The Washington Wildlife and Recreation Coalition (WWRC) board is advocating for a WWRP request of \$130 million for 2019-21 (see Attachment D).

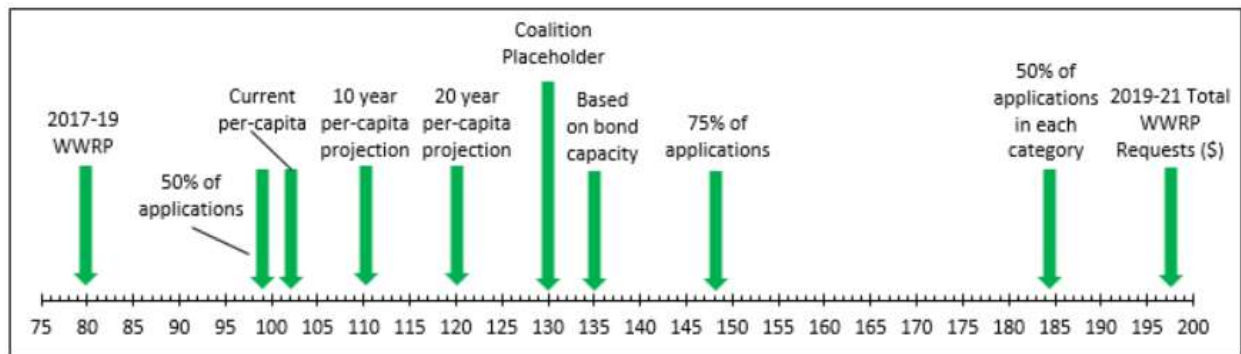
Summary

Using the metrics outlined above, the range of WWRP funding request presented in this memo is between \$98.5 million and \$184 million. Here is how it breaks down (see Figure 4):

- 1) A request based on bond capacity would be \$134.4 million.
- 2) A request based on per capita spending for the current population would be \$101.4 million; a request based on per capita spending for future populations would range between \$110 and \$120 million.
- 3) A request based on funding 50 percent of the applications received in 2018 would be \$98.5 million, to fund 75 percent of the applications received in 2018 would require a \$147.8 million request, and to fund at least 50 percent of the applications in each category would require a \$184 million request level.
- 4) A request based on the WWRC's advocacy recommendation would be \$130 million.

We expect other recommendations to come from some of our stakeholder groups. Their analysis may use different metrics.

Figure 3: Summary of 2019-21 WWRP Funding Level Options Compared to the Current Funding Level



Youth Athletic Facilities (YAF) Program

The Youth Athletic Facility (YAF) program was created as part of the Stadium and Exhibition Center bond issue approved by voters as Referendum 48 in 1997. Referendum 48 required the professional football team affiliate to deposit at least \$10 million into the YAF account. The referendum also required that any funds in the Stadium and Exhibition Center Account not required for payment of bond principal and interest or for reserves must be transferred to YAF. Bond principal and interest payments for the stadium and exhibition center project are scheduled to end in 2021, and no transfers to YAF have yet occurred. For a variety of reasons, it is not expected that any funds will trickle down to the YAF program from this referendum. Because of this, the legislature has recently used bond funds to provide funding for youth athletic facilities.

The Legislature appropriated \$4.077 million for the 2017-19 biennium, which funded the entire YAF project list and signaled strong support for this program. The total amount requested in YAF applications in 2018 is \$16.08 million (subject to change following completion of the technical review period).

The board has several options for determining a YAF request level for the 2019-21 biennium, including:

- **Option 1.** Request an appropriation to fund 50 percent of the 2018 applications, for a total of \$8.04 million.
- **Option 2.** Request an appropriation to fund all 63 applications, for a total of \$16.08 million.
- **Option 3.** Request an appropriation to fund most of the 63 projects on the list, allowing for some alternate projects, for a total of \$14 million.

Next Steps

After the board decides on the amount of 2019-21 funds to request for all of the recreation and conservation the programs, staff will prepare and submit final budget requests to the Office of Financial Management by early September 2018.

Attachments

- A. Resolution 2018-12: Washington Wildlife and Recreation Program (WWRP)
- B. Resolution 2018-13: Youth Athletic Facilities (YAF)
- C. Resolution 2018-14: All Other Board-Funded Grant Programs
- D. Analysis by the Washington Wildlife and Recreation Coalition (WWRC) and their Recommendation for the WWRP Funding Level

**Recreation and Conservation Funding Board
Resolution #2018-12
Recommending a Funding Level for the Washington Wildlife and Recreation Program
for the 2019-21 Biennium**

WHEREAS, the Recreation and Conservation Office (RCO) must submit a 2019-21 Capital Request Budget to the Office of Financial Management; and

WHEREAS, the Recreation and Conservation Funding Board (board) finds there is a continuing and compelling need for funding to maintain and enhance the state's quality of life and ecosystem health by investing in outdoor recreation opportunities and important plant, fish and wildlife habitat; and

WHEREAS, the Washington Wildlife and Recreation Program is a critical component to furthering the goal of maintaining and enhancing the state's quality of life and healthy ecosystems; and

WHEREAS, requesting budget support for these grant programs, and the RCO administration necessary to implement those grant programs, enables the board to fulfill its mission and goals;

NOW, THEREFORE, BE IT RESOLVED that the board hereby approves the 2019-21 Budget request shown below, including retaining 4.04 percent of any appropriation for program administration.

Program	2019-21 Request
Washington Wildlife and Recreation Program	\$_____

Resolution moved by: _____

Resolution seconded by: _____

Adopted/Defeated/Deferred (underline one)

Date: _____

**Recreation and Conservation Funding Board
Resolution #2018-13
Recommending a Funding Level for the
Youth and Community Athletic Facilities Program for the 2019-21 Biennium**

WHEREAS, the Recreation and Conservation Office (RCO) must submit a 2019-21 Capital Request Budget to the Office of Financial Management; and

WHEREAS, the Recreation and Conservation Funding Board (board) finds there is a continuing and compelling need for funding to maintain and enhance the state's quality of life by investing in outdoor recreation opportunities; and

WHEREAS, the Youth and Community Athletic Facilities program is a critical component to furthering the goal of maintaining and enhancing the state's quality of life and healthy lifestyles; and

WHEREAS, requesting budget support for this grant program, and the RCO administration necessary to implement it, enables the board to fulfill its mission and goals;

NOW, THEREFORE, BE IT RESOLVED that the board hereby approves a general obligation bond capital budget request for 2019-21 biennium in the amount shown below and a request to retain five percent of any appropriation for program administration.

Program	2019-21 Request
Youth and Community Athletic Facilities Program	\$_____

Resolution moved by: _____

Resolution seconded by: _____

Adopted/Defeated/Deferred (underline one)

Date: _____

Recreation and Conservation Funding Board
Resolution #2018-14
Recommending a Funding Level for Recreation and Conservation Office Administration and
Grant Programs in the 2019-21 Biennium

WHEREAS, the Recreation and Conservation Office (RCO) must submit a 2019-21 Operating Request Budget to the Office of Financial Management; and

WHEREAS, the operating budget will be in conformance with the Office of Financial Management instructions, including carry-forward, maintenance level, and enhancement items; and

WHEREAS, the RCO must also submit a 2019-21 Capital Request Budget to the Office of Financial Management; and

WHEREAS, for federally supported programs and revenue-supported state programs, the amounts requested will need to reflect estimated federal apportionments (LWCF and BIG), and the current revenue projections by the Departments of Transportation and Licensing; and

WHEREAS, the Recreation and Conservation Funding Board (board) finds there is a continuing and compelling need for funding to maintain and enhance the state's quality of life and ecosystem health by investing in outdoor recreation opportunities and important plant, fish and wildlife habitat; and

WHEREAS, the RCO administered grant programs are important components furthering the Governor's initiatives of having a clean environment and healthy communities; and

WHEREAS, requesting budget support for these grant programs, and the RCO administration necessary to implement those grant programs, enables the board to fulfill its mission and goals;

NOW, THEREFORE, BE IT RESOLVED that:

1. The board hereby approves the 2019-21 budget requests shown below.

Program	2019-21 Request
Aquatic Lands Enhancement Account	\$6,600,000
Boating Facilities Program	\$17,872,000
Boating Infrastructure Grant Program (BIG)	\$4,500,000
Firearm and Archery Range Recreation (FARR)	\$535,000
Land and Water Conservation Fund	\$6,000,000
Nonhighway and Off-road Vehicle Activities (NOVA)	\$13,518,000
Recreational Trails Program	\$4,000,000

2. The Director is authorized to modify and/or update the amounts as new revenue forecasts become available or to comply with Office of Financial Management budget instructions or directives. The Director also shall modify and/or update the request as necessary to meet the budget needs of the affiliated boards and councils, and to provide for scheduled rent, services, personnel increment dates, labor contract costs, and other operations costs.

Recreation and Conservation Funding Board
Resolution #2018-14
Recommending a Funding Level for Recreation and Conservation Office Administration and
Grant Programs in the 2019-21 Biennium

3. The Director is authorized to apply for outside funding sources to supplement the capital and operating budgets consistent with the board and agency mission.
4. The Director shall submit any necessary re-appropriation requests.
5. The Director shall seek concurrence by the Salmon Recovery Funding Board in the submittal of any operating and capital budget requests within their jurisdiction.
6. The Director shall coordinate with the Department of Fish and Wildlife, Department of Natural Resources, and the Puget Sound Partnership in any jointly administered grant program budget requests.
7. The Director shall coordinate with the Washington Invasive Species Council in budget requests related to the administration of that Council.

Resolution moved by:

Resolution seconded by:

Adopted/Defeated/Deferred (underline one)

Date:

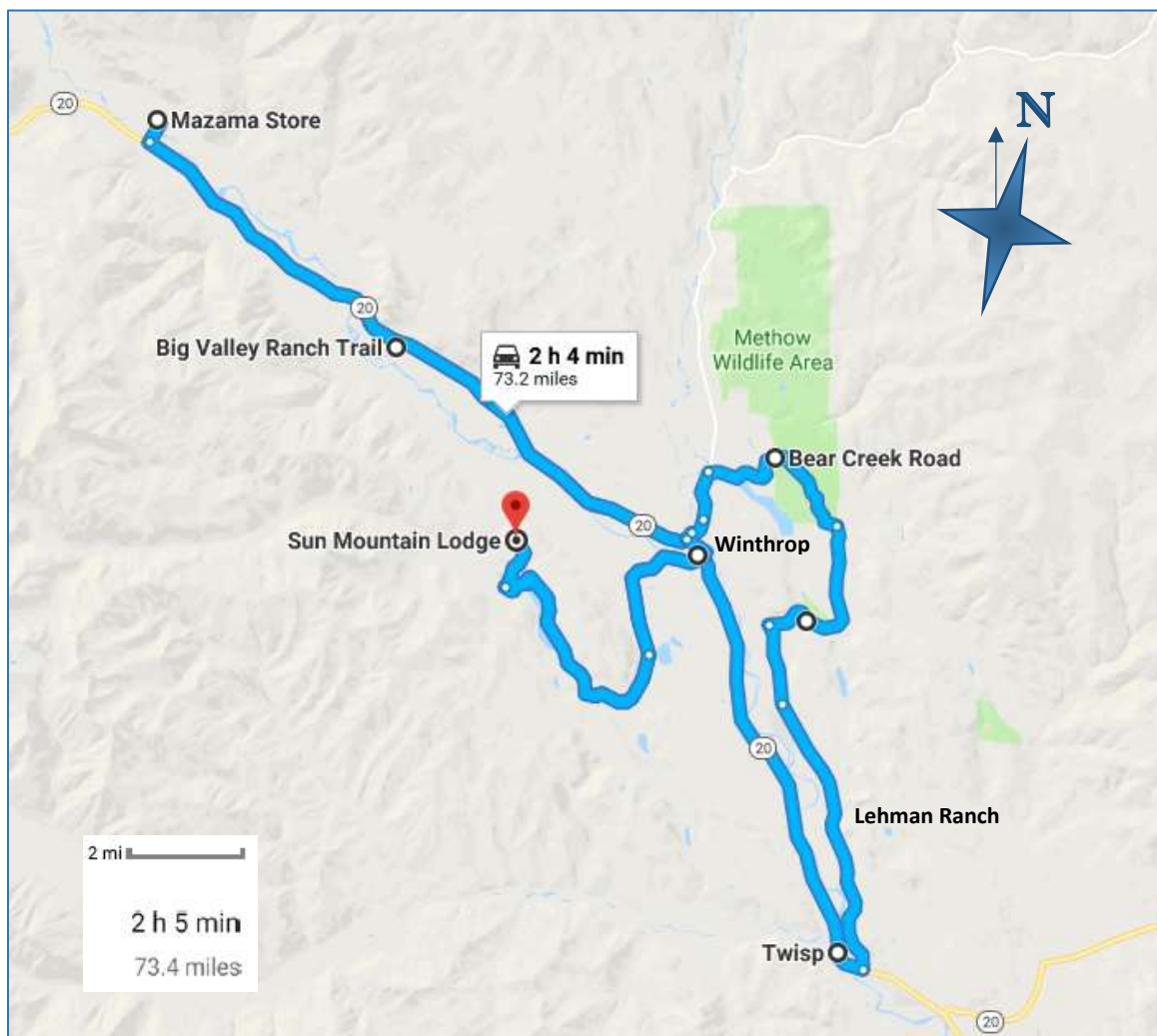


Introduction

In honor of the 105th Tour de France, which enters the grueling mountain stages of the French Alps on the day we arrive in the Methow Valley, our very own grand *Tour de Methow* is fashioned in the spirit of one of the World's great stage races. Incidentally, *Le Tour* began in 1903 as an effort for economic development by stimulating the sale of newspapers across France. Our tour will commence, as all great tours do, with the *Prologue*: a round table discussion with community and agency leaders on "Recreation, Conservation and Livelihood in a resilient Methow Valley." Then, our project tour will showcase a vibrant array of recreation, conservation and restoration projects designed to highlight the thriving Methow Valley. *Allez! Allez!*

Route de le Tour de Methow

<https://goo.gl/maps/nfYg7htarAo>



RCFB Tour De Methow 2018



Schedule and Itinerary

~ Wednesday July 18th, 2018 ~ Jour Un

Time	Event/Activity	Location	Notes
8:00 – 12:15	Board Meeting	Sun Mountain Lodge	Board Business: See RCFB meeting agenda.
1:00 – 2:30	Prologue: Recreation, Conservation and livelihood in the Methow Valley	Sun Mountain Lodge	Board and Project Sponsors
2:30 – 3:00	Stage 1: Sun Mountain Trails	Sun Mountain	USFS Methow Ranger District
3:15	<i>Départ pour Winthrop</i>	Travel to Winthrop	
3:30 – 4:15	Stage 2: Susie Stephens Trail, Winthrop Ice Rink, Methow Trail Bridge	Winthrop Community Park & Trailhead	Sally Ranza, Mayor; Rocklynn Culp, Town Planner
4:30 – 6:00	Free Play	Winthrop	Enjoy the sights
6 – 8:30 pm	Dinner Reservation	Copper Glance	

~ Thursday July 19th, 2018 ~ Jour Deux

Time	Event/Activity	Location	Notes
7:30 – 8:15	Breakfast	Sun Mountain Lodge	Welcome and Introduction
8:30	<i>Le Gran Départ</i>	Travel to Mazama	
9:00 – 10:30	Stage 3: Mazama trail ride	Mazama trailhead to Tawls-Foster Bridge ~ 2.8 miles	James DeSalvo, Methow Trails Bikes from Methow Cycle and Sport; Methow Conservancy to meet at Tawls Foster Bridge; Restroom Available
10:45	<i>Départ pour le sud</i>	Travel to Twisp	
11:00 – 11:30	Stage 4: Trail Stroll along the Methow River	Twisp Community Trail	Soo Ing-Moody, Mayor
11:30 – 12:00	Picnic Lunch	Twisp Community Park	Bag Lunches from Sun Mountain Lodge
12:10	<i>Départ pour Lehman Ranch</i>		
12:15-12:45	Stage 5: Lehman property and surrounding ag lands	Lehman Ranch	Ag Tour with Landowner and Methow Conservancy
12:50 pm	<i>Départ pour Bear Creek</i>		
1:00 – 1:30	Stage 6: Fire ecology in a changing climate	Methow Wildlife Area; Bear Creek #1	Discussion on Forest restoration and fire ecology w/ DFW
1:45	<i>Départ pour Pearrygin Lake</i>		
1:50 – 2:10	Stage 7: Expanding the Legacy	Pearrygin Lake State Park	Rick Lewis, Okanogan Highlands Area Manager
2:15	<i>Départ pour Le Fin</i>	Sun Mountain Lodge	Head for Home



Stage 1: Sun Mountain Trails

Clark Simpson, USFS Methow Ranger District Trails Program Manager

PROJECT #	PROJECT NAME	RCO PROGRAM	RCO INVESTMENT	SPONSOR MATCH	TOTAL INVESTMENT
14-2110	Chickadee Non-Motorized Trail Planning	NOVA - NM	\$31,000	\$3,500	\$34,500

Project Description: The Methow Valley Ranger District is using this grant to design and complete the environmental analysis on a network of trails for non-motorized uses in the Chickadee area, near the Sun Mountain Lodge. The trails were developed for cross-country skiing and snowshoeing, but aren't optimal for summer recreation. The ranger district's goal is to improve and expand the trails to accommodate a wide variety of year-round activities. The district will also design one new 13 mile trail along Thompson Ridge to provide a signature trail experience. The trails are used by mountain bikers, hikers, trail runners, equestrians, snowshoers, and cross-country skiers. The Forest Service is working with the Methow Chapter of the Evergreen Mountain Bike Alliance to design the project. We will view Thompson Ridge from the Sun Mountain Lodge and hear about the USFS work with partner organizations to create a non-motorized trail network in the Sun Mountain, Patterson Lake, and Thompson Ridge area.





Stage 2: Winthrop Community Park and Trailhead

Sally Ranza, Winthrop Town Mayor
Rocklynn Culp, Winthrop Town Planner

PROJECT #	PROJECT NAME	RCO PROGRAM	RCO INVESTMENT	SPONSOR MATCH	TOTAL INVESTMENT
12-1122	Susie Stephens Trail, P2	WWRP-TR	\$365,000	\$365,000	\$730,000
12-1123	Winthrop Ice Rink, P2	WWRP-LP	\$498,000	\$671,000	\$1,168,000
06-1804	Susie Stephens Trail	WWRP-TR	1,400,000	\$1,876,706	\$3,276,706
02-1047	Winthrop Community Park and Ice Rink	WWRP-LP	<u>\$375,000</u>	<u>\$445,598</u>	<u>\$820,598</u>
			\$2,638,000	\$3,358,304	\$5,996,304

Area Description: The Winthrop Community Park and Trailhead serves the Susie Stephens Trail and anchors the southern terminus of the Methow Community Trail which stretches 21 miles north to the Early Winters



Campground near Mazama. This site has received four RCO grant awards since 2002. Two awards supported the development of Winthrop Community Park and Ice Rink, while the other two supported the construction of the Susie Stephens Trail. The Town of Winthrop used these grants to acquire park land, construct the Winthrop Ice Rink and outdoor sports court, improve the ice rink by installing refrigeration to extend the rink's season of use, construct over a mile of paved multi-use trail, develop parking, a water access point, install trail furnishings and signs. We will take a walk around the park site and portions of the Susie Stephens trial to view the Ice Rink and trail improvements.



Stage 3: Mazama Trailhead and Methow Community Trail

James DeSalvo, Methow Valley Sport Trail Association

Jason Paulsen, Methow Conservancy

PROJECT #	PROJECT NAME	RCO PROGRAM	RCO INVESTMENT	SPONSOR MATCH	TOTAL INVESTMENT
14-2075	Mazama Trail Head	RTP	\$104,800	\$94,400	\$199,200
12-1418	Tawls Foster Bridge Renovation	RTP	\$45,700	\$37,790	\$83,490
09-1055	MVCT Wolf Creek Bridge	RTP	\$27,755	\$42,290	\$70,045
00-1404	Methow Community Trail Improvement	RTP	\$28,954	\$21,304	\$50,258
97-2137	MVCT Trail Improvement	RTP	\$34,868	\$36,910	\$71,778
			\$242,097	\$194,904	\$437,001



Area Description: The Methow Valley Sport Trail Association (MVSTA) used these grants to develop and maintain the 21 mile Methow Valley Community Trail. These grants provided funds to construct the new 2.5 acre trail head in Mazama including adding additional parking, accessible pathways, and a restroom. The grants also helped renovate the Tawls Foster Suspension Bridge and the Wolf Creek Trail Bridge on the Methow Community Trail. We will tour the Mazama Trailhead with James DeSalvo from the Methow Valley Sport Trail

Association to see the trailhead improvements. Then, those who choose to, can ride bicycles approximately 2.5 miles on the Methow Valley Community Trail to the Tawls-Foster Suspension Bridge where the van will meet us. The ride is flat and relatively easy on a wide, gravel trail. Jason Paulson from the Methow Conservancy will join us at the Tawls-Foster Bridge to discuss the Conservancy's work protecting the riparian corridor along the Methow River with both RCFB and SRFB funding.



Stage 4: Twisp Community Park and Trail

Soo Ing-Moody, Twisp Town Mayor

PROJECT #	PROJECT NAME	RCO PROGRAM	RCO INVESTMENT	SPONSOR MATCH	TOTAL INVESTMENT
14-1137	Twisp Community Trail, P2	WWRP-TR	\$199,504	\$201,650	\$401,154
10-1378	Twisp Community Trail	WWRP-TR	\$22,014	\$37,300	\$59,314
02-1329	Twisp Playground and Basketball Court	WWRP-LP	\$31,860	\$31,861	\$63,721
98-1203	Wagner Memorial Pool	WWRP-LP	<u>\$248,720</u>	<u>\$248,720</u>	<u>\$497,440</u>
			\$502,098	\$519,531	\$1,021,629

Area Description: The Town of Twisp used these four grants to make improvements on the Twisp Community Park and acquire rights of way to develop a half-mile of the Twisp Community Trail. Park improvements included installing a new playground, resurfacing the basketball court, and renovating the Wagner Memorial Pool, the only public pool in the Methow Valley. The Park also anchors the newly developed Twisp Community Trail, which is the first phase of a trail system that will connect neighborhoods, parks, businesses, town facilities, the airport, and a sports complex while providing public access to the Methow River shoreline. We will tour the park and walk the trail with Mayor Ing-Moody to hear about the town's plans to expand and improve the trail.





Stage 5: Lehman Ranch

Jason Paulsen, Methow Conservancy Executive Director

PROJECT #	PROJECT NAME	RCO PROGRAM	RCO INVESTMENT	SPONSOR MATCH	TOTAL INVESTMENT
16-1699	Lehman Uplands	WWRP-CH	\$1,134,050	\$1,570,450	\$2,704,500
06-1746	Methow Farmland	WWRP-FP	<u>\$387,038</u>	<u>\$387,038</u>	<u>\$774,076</u>
			\$1,521,088	\$1,957,488	\$3,487,576



Description: Okanogan County and the Methow Conservancy purchased or are in the process of purchasing conservation easements on 1,138 acres of the Lehman farm in the Methow Valley. The farm contains prime agricultural soils where alfalfa, corn and hay have been grown for more than 100 years. In addition, the current acquisition project will protect shrub-steppe, shoreline, and wetland habitats; link existing protected land; conserve at-risk species; and maintain corridors for wildlife movement. The land is used by gray wolves, mule deer, sharp-tailed grouse, peregrine falcons, and Brewer's

sparrows, among other animals. The farm borders the Methow River, which provides important habitat for salmon species, deer, bald eagles and other wildlife. We will have an opportunity to meet the landowners view the lower farm operation with Jason Paulson from the Methow Conservancy.



Stage 6: Methow Wildlife Area

Brandon Troyer, Methow Wildlife Area Manager
Selected Guests

PROJECT #	PROJECT NAME	RCO PROGRAM	RCO INVESTMENT	SPONSOR MATCH	TOTAL INVESTMENT
16-1461	Methow Forest Restoration, P2	WWRP-SLR	\$603,875		\$603,875
12-1606	Methow Forest Restoration, P1	WWRP-SLR	\$500,000	\$29,000	\$529,000
96-1046	Methow Wildlife Corridor, P4	WWRP-CH	\$2,480,000		\$2,480,000
93-821	Methow Wildlife Corridor, P2	WWRP-CH	\$5,823,342		\$5,823,342
92-638	Methow Wildlife Corridor, P3	WWRP-CH	\$10,050,000		\$10,050,000
91-829	Methow Wildlife Corridor, P1	WWRP-CH	<u>\$1,864,494</u>	<u> </u>	<u>\$1,864,494</u>
			\$21,321,711	\$29,000	\$21,350,711



Area Description: The Methow Wildlife Area consists of 14,800 acres of forested foothills and sagebrush steppe habitat located on the east side of the Methow Valley between Winthrop and Twisp. RCO has contributed significant funding to help the Department of Fish and Wildlife protect, preserve and restore this prime habitat. The latest grant (RCO#16-1461) awarded just over \$600,000 to conduct forest restoration activities by burning 1,114 acres and thinning 593 acres of forest. Historically the wildlife area had frequent, low intensity fires, which burned the lower plants and shrubs and kept the forest open. Decades of fire suppression have transformed the open ponderosa pine stands to dense forests. This unnatural state is both unhealthy, contributing to a loss of understory

plants and trees, and a contributor to the severe fires of the past 2 years in the county. By reintroducing controlled fire to the landscape, some of the build-up is burned and the risk of high severity fires is reduced, improving overall forest health and structure, wildlife habitat, and forest resiliency. We will visit the Bear Creek recreation area to hear from Brandon Troyer, the Methow Wildlife Area Manager, about the latest forest restoration work.



Stage 7: Pearrygin Lake State Park

Rick Lewis, Okanogan Highlands Park Area Manager

PROJECT #	PROJECT NAME	RCO PROGRAM	RCO INVESTMENT	SPONSOR MATCH	TOTAL INVESTMENT
10-1087	Pearrygin Lake Expansion	WWRP-SP	\$1,480,734		\$1,480,734
08-1884	Pearrygin Lake – Hill Acquisition	WWRP-SP	\$1,989,194		\$1,989,194
06-1659	Pearrygin Lake – Court Acquisition	WWRP-SP	\$1,493,481		\$1,493,481
06-1658	Pearrygin Lake Shoreline – Yockey P3	WWRP-SP	\$1,593,616		\$1,593,616
04-1198	Pearrygin Lake Shoreline	WWRP-SP	<u>\$1,299,655</u>		<u>\$1,299,655</u>
			\$7,856,680	-	\$7,856,680



Area Description: Pearrygin Lake State Park is a 1,186-acre camping park in north central Washington, near the town of Winthrop. The park offers 11,000 feet of waterfront on Pearrygin Lake and 6.5 miles of hiking trails. After Nov. 1, the park remains a haven for winter recreationists, and fat-tire snow bicycling. The Washington State Parks and Recreation Commission is

using the latest grant (RCO #10-1087) to construct a new entrance road to address safety concerns and provide a single point of access, connecting both the east and west campgrounds, and making facilities accessible during the winter. In addition, a new contact station, sewer and water utility extensions, a new trailer dump station and trails leading to the campgrounds and day-use area will complete the first phase of this campground re-development. Our last stop of the day is Pearrygin Lake and we will hear from the Park Manager about the improvements to the recreational opportunities available at the park.

RECREATION AND CONSERVATION FUNDING BOARD SUMMARY MINUTES

Date: July 18-19, 2018

Place: Sun Mountain Lodge, 604 Patterson Lake Rd, Winthrop, WA 98862

Recreation and Conservation Funding Board Members:

Ted Willhite, Chair	Seattle	Kathryn Gardow	Seattle
Mike Deller	Mukilteo	Brock Milliern	Designee, Department of Natural Resources
Michael Shiosaki	Seattle	Peter Herzog	Designee, Washington State Parks
Danica Ready	Winthrop	Joe Stohr	Designee, Department of Fish and Wildlife

Note: Members Mike Deller, Mukilteo, and Joe Stohr, Department of Fish & Wildlife, were not in attendance.

It is intended that this summary be used with the materials provided in advance of the meeting. The Recreation and Conservation Office (RCO) retains a recording as the formal record of the Recreation and Conservation Funding Board (board) meeting.

Opening and Call to Order

- Roll Call and Determination of Quorum
- Review and Approval of Agenda
- Remarks of the Chair

Chair Willhite called the meeting to order at 8:30 a.m. Staff called roll and a quorum was determined.

Note: Member Stohr and Member Deller were excused from the meeting.

Chair Willhite welcomed everyone.

Okanogan County Commissioner Andy Hover, welcomed the board to Okanogan County.

Senator Brad Hawkins, also welcomed the board to the Methow Valley, which is part of his district.

Item 1: Consent Agenda

The board reviewed Resolution 2018-09, Consent Agenda, which included approval of the April 25-26, 2018 meeting minutes; Youth Athletic Facilities Program technical correction to matching shares evaluation question; and, WDFW cost increase to the North Cove Access Redevelopment, RCO #14-1221.

Resolution 2018 - 09

Moved by: Member Herzog

Seconded by: Member Ready

Decision: **Approved**

Item 2: Director's Report

Director Cottingham commented on the work she is doing with new projects including: the Orca Task Force, the SRFB Lean Project, and a joint meeting between the Oregon Watershed Enhancement Board (OWEB) and the Salmon Recovery Funding Board (SRFB).

Director Cottingham and Wyatt Lundquist, Board Liaison, reviewed the proposed 2018-2019 calendar with the board.

- Board confirmed proposed dates
- Travel Meeting will be in October 2019, likely in NE Washington (Yakima, Long Beach, and San Juan Island's also in consideration).
- Member Gardow mentioned that with all the work on the Match Waiver criteria it might be nice to visit, a match waiver community, where the match could be helpful (such as Yakima)

Legislative, Budget, and Policy Update:

Wendy Brown, Policy Director, spoke about budget and policy updates. OFM budget requests are due in September and competition for funding will be fierce.

Wendy also briefly reminded the board of projects funded in the current budget that are on-going:

- Lean Study for salmon restoration
- Public lands inventory
- Recreation Assets of Statewide Significance study, looking at existing and future needs. Policy team will be putting together a plan to share with the board at a later date.
- Trails study: Hiking, Biking and Walking. Working with UW on outdoor recreation and mental health.

Grant Management Report:

Scott Robinson, Deputy Director, gave the grant management report, in Marguerite Austin's absence. Deputy Robinson spoke about staff changes and updates as follows:

Staff changes and updates:

- Karen Edwards, Darrell Jennings, and Mike Ramsey have left RCO.
- Ben Donatelle, Kyle Guzlas, and Justine Sharp promoted to new positions within RCO. Ed Heiser is retiring.
- Newly hired staff includes: Elizabeth Butler, Eryn Couch, Alissa Ferrell, Jesse Sims, DeAnn Beck, Allison Dellwo, Chantel Krider, Julia Marshburn, Beth Auerbach and Brian Carpenter.

The RCFB Grant Managers have been hard at work issuing new agreements. Currently 300 projects are under contract with 26 yet to be done. 379 applications were received at the May 1st deadline.

The technical review process was completed in May 2018 and the evaluation process will take place in August 2018. Staff will come to the board in October to present the ranked lists for final approval.

Performance Report (written only)

Fiscal Report (written only)

Public Comment:

- Curt Soper, Chelan Douglas Land Trust, Executive Director, provided general comments
- Ted Jackson, RTP advisory committee commented on NOVA

Item 3: Boating Infrastructure Grants BIG Program Projects

Karl Jacobs, Senior Outdoor Grants Manager, presented the projects in the Boating Infrastructure Grants (BIG) program. The BIG program provides grants for facilities for recreational boats 26 feet and larger.

Location of this year's BIG applicants:

- Van Rippers Resort in Sekiu
- Port of Port Angeles
- Narrows Marina in Tacoma

Item 4: Outdoor Recreation Legacy Partnership: Delegate Authority to Submit Grant Applications

Karl Jacobs, Senior Outdoor Grants Manager, presented the projects in the Land and Water Conservation Funds (LWCF), Outdoor Recreation Legacy Partnership Program (ORLP). The ORLP Program operates within the context of the traditional LWCF Program, and focuses on projects that will benefit urban areas.

Each state is allowed to submit up to 3 applications per state. The 2018 applications include:

- 1) West Fenwick Park Renovation, City of Kent
- 2) Mother Nature's Window Park, City of Marysville
- 3) South Park Community Center Playground and Spray Park, City of Seattle

Staff asked for delegation of authority to the RCO director. This is necessary because the federal timeline has a short turn around.

Resolution 2018 - 10

Moved by: Member Herzog
Seconded by: Member Gardow
Decision: **Approved**
Chair votes aye.

Public comment: NONE

BREAK: 10:00-10:17

Item 5: NOVA Policy Change

Adam Cole, policy specialist, briefed the board on proposed updates and changes to the Nonhighway and Off-road Vehicle Activities (NOVA) policies.

Adam commented that growth in NOVA applications has grown by leaps and bounds. Maintenance grants are similar year-to-year in that they lack uniqueness. Unlike the other NOVA categories which are diverse and unique. The goal, after public comment, was to reduce the number of evaluation questions and raise grant limits. Operationally this helps to consolidate requests and reduce presentation times.

Final staff recommendation:

- Remove environmental stewardship criterion.
- Remove maintenance and readiness to proceed for maintenance projects.
- All project types from 9 question to 7
- Maintenance questions from 9 reduced down to 6 questions

Operational change recommendations:

- Reducing the number of evaluation questions results in the reduction of presentation times
- Projects should be grouped by type and region
- Better written information for evaluators

Discussion of board members resulted in partial adoption of staff recommendations. Staff recommendations were adopted except the board did not change the grant limits and did not remove the Environmental Stewardship Criterion.

Resolution 2018 – 11

Moved by: Member Herzog

Seconded by: Member Shiosaki

Decision: **Approved as Amended**

Note: Member Gardow nay, all others yay.

Public comment:

Ted Jackson, WA ATV association and 6 other clubs in State of WA. Mr. Jackson was in support of the proposed Nova Changes and provided additional public comment on ORV registration and use of those funds.

Item 6: Operating and Capital Budget Request for 2019-2021

Wendy Brown, policy director, briefed the board on the operating budget. The operating budget represents about 4% of our total appropriated biennial budget (not including re-appropriations). We use a portion of our dedicated funds to support the administrative functions of the agency. As well as a portion of our bond appropriations in the capital budget. General fund dollars request about 1% of our total agency biennial budget.

We are not seeking any new operating funds for recreation/conservation administration, just our carry forward level. However, we asked for an increase on salmon funding for Lead Entities and for our regions to participate in Orca recovery efforts.

Capital Budget Request:

- Bond capacity 3.2 billion
 - WWRP and YAF will be competing with funding for K-12 school construction, mental health capacity, housing and other construction projects.
- Dedicated funds to ALEA, BFP, FARR, NOVA
- Federal Funds for BIG, LWCF, RTP

WWRP Budget Request options:

- Percent of total bonds appropriated for WWRP in past biennia
- Per capita – current and projected
- Percent of applications received
- WWRC recommendation

Summary of options:

- 1) Bond capacity = \$134 million
- 2) Per capita = \$101-\$110-\$120 million
- 3) Applications = \$98.5 - \$148 - \$184 million
- 4) WWRC = \$130 million

YAF Request options:

- Option 1: Fund 50% of the 2018 applications, for a total of \$8.04 million
- Option 2: Fund all 63 applications for a total of \$16.08 million
- Option 3: Fund most of the 63 projects on the list, allowing for some alternate projects, for a total of \$14 million

Correction: Recreational Trails Program (RTP) should read \$5 million (not \$4 million as listed in the memo)

Chair Willhite commented about the WWRC recommendation of a funding level of \$130 million and asked whether the board is comfortable with level.

There was a general agreement to support a \$130 Million funding request. After much discussion, the board decided to support a YAF level of \$12 million. All other capital fund requests will be as presented in the memo.

Resolution 2018 - 12

Moved by: Member Shiosaki

Seconded by: Member Ready

Decision: **Approved WWRP at \$130 million**

Note: Member Milliern and Member Herzog Abstained

Resolution 2018 - 13

Moved by: Member Milliern

Seconded by: Member Ready

Decision: **Approved YAF at \$12 million**

Resolution 2018 - 14

Moved by: Member Gardow

Seconded by: Member Shiosaki

Decision: **Approved all other capital funds as presented in the memo**

Public comment:

Christine Mahler, WWRC, Executive Director, commented on the \$130 million WWRP Funding level.

Doug Levy, State Lobbyist WRPA commented on the YAF and WWRP funding requests.

Jason Paulsen, Methow Conservancy, Executive Director, commented on the Capital Budget.

Hannah Clark, American Farmland Trust, PNW Director, commented on the WWRP funding level

LUNCH: 12:15

Item 7: Tour Prologue: Recreation Conservation and Livelihood in the Methow Valley

Member Ready (A local citizen of the Methow Valley) and Ben Donatelle, RCO policy specialist, began with an explanation of the upcoming tour and introduced the prologue panel. Member Ready then gave a brief speech and turned it over to the panel speakers who discussed the significance of the RCFB grant programs and the projects to be toured.

Guest speakers included:

Clark Simpson, USFS Methow Ranger District

John Rohr, USFS Methow Ranger District, District Ranger

Brandon Troyer, DFW Methow Wildlife Area Manager

Rick Lewis, WA State Parks, Park Manager

Sally Ranza, Town of Winthrop Mayor

Rocklynn Culp, Town of Winthrop Planner

Soo Ing-Moody, Town of Twisp Mayor

James DeSalvo, Methow Trails Executive Director

Jason Paulson, Methow Conservancy Executive Director

Heide Anderson, Methow Valley Trails Collaborative

Don Fitzpatrick, Methow Valley Trails Collaborative

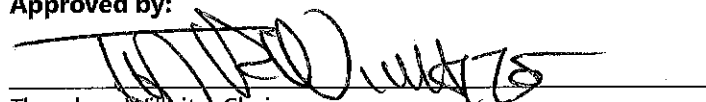
Chair Willhite expresses parting comments and thanks for the coming tour.

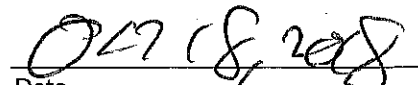
Closing:

The board meeting was adjourned at 2:36 pm by Chair Willhite. Followed by an afternoon tour and a tour the next day (July 19, 2018)

The next meeting is scheduled October 17-18, 2018 – Natural Resources Building, Room 172, Olympia, WA, 98501

Approved by:


Theodore Willhite, Chair


Date

Recreation and Conservation Funding Board
Resolution #2018-09
July 18-19, 2018 - Consent Agenda

BE IT RESOLVED, that the following July 18-19, 2018, Consent Agenda items are approved:

- A. Board Meeting Minutes
 - April 25-26, 2017 Meeting Summary
- B. Technical Correction to Youth Athletic Facilities Evaluation Criteria
- C. Cost Increase Request: Washington Department of Fish and Wildlife, North Cove Access Redevelopment, RCO #14-1221D

Resolution moved by: Member Herzog

Resolution seconded by: Member Ready

Adopted/*Defeated/Deferred (underline one)*

Approved Date: July 18th, 2018

Recreation and Conservation Funding Board
Resolution #2018-10
Delegation of Authority to the Director for the Outdoor Recreation
Legacy Partnership Program

WHEREAS, the Recreation and Conservation Funding Board (board) submits grant applications to the U.S. Department of the Interior's National Park Service (NPS) for the Land and Water Conservation Fund - Outdoor Recreation Legacy Partnership (ORLP) Program; and

WHEREAS, the projects must meet the program requirements stipulated in Manual #15, *Land and Water Conservation Fund*, rules established in the *Land and Water Conservation Fund Federal Financial Assistance Manual*, and criteria published in the *National Park Service Notice of Funding Opportunity*; and

WHEREAS, the Land and Water Conservation Fund Advisory Committee reviews and ranks these projects to help ensure consistency with the objectives of the ORLP, thus supporting the board's strategy to fund the best projects as determined by the review and evaluation process; and

WHEREAS, this assessment by the committee promotes the board's objectives to conduct its work with integrity and in an open manner; and

WHEREAS, the board's meeting schedule to consider the committee's results typically conflicts with the deadline for submitting application to the NPS; and

WHEREAS, the board has previously delegated authority to the Recreation and Conservation Office (RCO) director to submit ORLP projects to the NPS for funding consideration; and

WHEREAS, delegation of authority supports the board's goal to operate efficiently; and

WHEREAS, consideration of these grant awards supports the board's strategy to provide funding to protect, preserve, restore, and enhance recreation opportunities statewide;

NOW, THEREFORE BE IT RESOLVED, that RCO's director is authorized to submit Outdoor Recreation Legacy Partnership applications to the National Park Service for evaluation and funding consideration; and

BE IT FURTHER RESOLVED, that before submitting the applications to the NPS, the director shall present the projects to the board at a regular or special meeting to allow opportunity for public comment; and

BE IT FURTHER RESOLVED, that the board authorizes the director execute any and all project agreements, and amendments necessary to facilitate implementation of the approved projects.

Resolution moved by: Member Herzog

Resolution seconded by: Member Gardow

Adopted/Defeated/Deferred (underline one)

Date: July 18th, 2018

Recreation and Conservation Funding Board

Resolution #2018-11

July 18-19, 2018 - Nonhighway and Off-road Vehicle Activities (NOVA), Policy Changes

WHEREAS, the Recreation and Conservation Funding Board (board) approved the current Non-highway and Off-road Activities Program Plan in 2017, and that plan calls for streamlined-grant making; and

WHEREAS, the Revised Code of Washington 79A.25.005, and 46.09 authorizes the board to administer this recreational grant-in-aid program; and

WHEREAS, keeping NOVA policies and evaluation criteria relevant, and the evaluation process as practical and effective as possible, promotes efficiency and quality in grant-making; and

WHEREAS, these policy and evaluation criteria updates are needed to best prepare for this 2018 grant cycle; and

WHEREAS, the board solicited and heard public comments on the policy and evaluation criteria updates recommended in an open public meeting on July 18, 2018, and

WHEREAS, staff reviewed and considered public comments on the recommendations contained in this memo.

NOW, THEREFORE BE IT RESOLVED, that the board approves resolution 2018-11 and the proposed policy recommendations and evaluation criteria for the NOVA Program **as presented in Item 5, BUT amends this resolution to strike any changes to grant limits or the inclusion or substance of the Environmental Stewardship Criterion.**

Resolution moved by: Member Herzog

Resolution seconded by: Member Shiosaki

Adopted as amended/Defeated/Deferred (underline one)

Date: July 18, 2018

Recreation and Conservation Funding Board
Resolution #2018-12
Recommending a Funding Level for the Washington Wildlife and Recreation Program
for the 2019-21 Biennium

WHEREAS, the Recreation and Conservation Office (RCO) must submit a 2019-21 Capital Request Budget to the Office of Financial Management; and

WHEREAS, the Recreation and Conservation Funding Board (board) finds there is a continuing and compelling need for funding to maintain and enhance the state's quality of life and ecosystem health by investing in outdoor recreation opportunities and important plant, fish and wildlife habitat; and

WHEREAS, the Washington Wildlife and Recreation Program is a critical component to furthering the goal of maintaining and enhancing the state's quality of life and healthy ecosystems; and

WHEREAS, requesting budget support for these grant programs, and the RCO administration necessary to implement those grant programs, enables the board to fulfill its mission and goals;

NOW, THEREFORE, BE IT RESOLVED that the board hereby approves the 2019-21 Budget request shown below, including retaining 4.04 percent of any appropriation for program administration.

Program	2019-21 Request
Washington Wildlife and Recreation Program	\$130 million

Resolution moved by: Member Shiosaki
Resolution seconded by: Member Ready
Adopted/~~Defeated~~/~~Deferred~~ (*underline one*)
Date: 7/18/18

Recreation and Conservation Funding Board
Resolution #2018-13
Recommending a Funding Level for the
Youth and Community Athletic Facilities Program for the 2019-21 Biennium

WHEREAS, the Recreation and Conservation Office (RCO) must submit a 2019-21 Capital Request Budget to the Office of Financial Management; and

WHEREAS, the Recreation and Conservation Funding Board (board) finds there is a continuing and compelling need for funding to maintain and enhance the state's quality of life by investing in outdoor recreation opportunities; and

WHEREAS, the Youth and Community Athletic Facilities program is a critical component to furthering the goal of maintaining and enhancing the state's quality of life and healthy lifestyles; and

WHEREAS, requesting budget support for this grant program, and the RCO administration necessary to implement it, enables the board to fulfill its mission and goals;

NOW, THEREFORE, BE IT RESOLVED that the board hereby approves a general obligation bond capital budget request for 2019-21 biennium in the amount shown below and a request to retain five percent of any appropriation for program administration.

Program	2019-21 Request
Youth and Community Athletic Facilities Program	\$12 million

Resolution moved by: Member Milliern

Resolution seconded by: Member Ready

Adopted/Defeated/Deferred (underline one)

Date: 7/18/18

Recreation and Conservation Funding Board
Resolution #2018-14
Recommending a Funding Level for Recreation and Conservation Office Administration and
Grant Programs in the 2019-21 Biennium

WHEREAS, the Recreation and Conservation Office (RCO) must submit a 2019-21 Operating Request Budget to the Office of Financial Management; and

WHEREAS, the operating budget will be in conformance with the Office of Financial Management instructions, including carry-forward, maintenance level, and enhancement items; and

WHEREAS, the RCO must also submit a 2019-21 Capital Request Budget to the Office of Financial Management; and

WHEREAS, for federally supported programs and revenue-supported state programs, the amounts requested will need to reflect estimated federal apportionments (LWCF and BIG), and the current revenue projections by the Departments of Transportation and Licensing; and

WHEREAS, the Recreation and Conservation Funding Board (board) finds there is a continuing and compelling need for funding to maintain and enhance the state's quality of life and ecosystem health by investing in outdoor recreation opportunities and important plant, fish and wildlife habitat; and

WHEREAS, the RCO administered grant programs are important components furthering the Governor's initiatives of having a clean environment and healthy communities; and

WHEREAS, requesting budget support for these grant programs, and the RCO administration necessary to implement those grant programs, enables the board to fulfill its mission and goals;

NOW, THEREFORE, BE IT RESOLVED that:

1. The board hereby approves the 2019-21 budget requests shown below.

Program	2019-21 Request
Aquatic Lands Enhancement Account	\$6,600,000
Boating Facilities Program	\$17,872,000
Boating Infrastructure Grant Program (BIG)	\$4,500,000
Firearm and Archery Range Recreation (FARR)	\$535,000
Land and Water Conservation Fund	\$6,000,000
Nonhighway and Off-road Vehicle Activities (NOVA)	\$13,518,000
Recreational Trails Program	\$4,000,000

2. The Director is authorized to modify and/or update the amounts as new revenue forecasts become available or to comply with Office of Financial Management budget instructions or directives. The Director also shall modify and/or update the request as necessary to meet the budget needs of the affiliated boards and councils, and to provide for scheduled rent, services, personnel increment dates, labor contract costs, and other operations costs.

Recreation and Conservation Funding Board
Resolution #2018-14
Recommending a Funding Level for Recreation and Conservation Office Administration and
Grant Programs in the 2019-21 Biennium

3. The Director is authorized to apply for outside funding sources to supplement the capital and operating budgets consistent with the board and agency mission.
4. The Director shall submit any necessary re-appropriation requests.
5. The Director shall seek concurrence by the Salmon Recovery Funding Board in the submittal of any operating and capital budget requests within their jurisdiction.
6. The Director shall coordinate with the Department of Fish and Wildlife, Department of Natural Resources, and the Puget Sound Partnership in any jointly administered grant program budget requests.
7. The Director shall coordinate with the Washington Invasive Species Council in budget requests related to the administration of that Council.

Resolution moved by: Member Gardow
Resolution seconded by: Member Shiosaki
Adopted/Defeated/Deferred (underline one)
Date: 7/18/18

Natural Resources Building
P.O. Box 40917
Olympia, WA 98504-0917

1111 Washington St. S.E.
Olympia, WA 98501



(360) 902-3000
TTY: (360) 902-1996
Fax: (360) 902-3026

E-mail: Info@rco.wa.gov
Web site: www.rco.wa.gov

STATE OF WASHINGTON
RECREATION AND CONSERVATION OFFICE

Commissioner Hover,

It was nice to run into you the other day at the Orca Task Force meeting in Lacey, WA. As I mentioned before, it would be a pleasure to have you welcome the Recreation and Conservation Funding Board (RCFB) to the Okanogan area. Currently we are scheduled to meet on Wednesday, July 18th, 2018. Our agenda topics have not yet been finalized but we anticipate to start at 8:30am and your welcome to the board would be first on the agenda. If this is of interest to you, please let me or our board liaison know at kaleen.cottingham@rco.wa.gov or wyatt.lundquist@rco.wa.gov. I will be in touch in the near future with our finalized agenda.

Thank you for your time and consideration,

A handwritten signature in black ink that reads "Kaleen Cottingham".

Kaleen Cottingham
Director
Recreation and Conservation Office





Washington
**Wildlife &
Recreation**
COALITION

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Gov. Mike Lowry*

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EXECUTIVE DIRECTOR

Christine B. Mahler

July 10, 2018

Ted Willhite, Chair

Recreation and Conservation Funding Board

1111 Washington Street SE

Olympia, Washington 98501

SUBJECT: COALITION'S RECOMMENDATION FOR WWRP 2019-21 FUNDING LEVEL

Dear Chair Willhite:

Last month, the Board of Directors of the Washington Wildlife & Recreation Coalition voted unanimously to request \$130 million in appropriations for the Washington Wildlife & Recreation Program for the 2019-21 biennium. I am writing on behalf of the Coalition to ask the Recreation and Conservation Funding Board to support our funding recommendation.

First, I would like to thank you and the other members of the RCFB for your previous support of robust WWRP funding and your efforts to make the Program more accessible to all Washingtonians. The Coalition is grateful to be a partner in your work to ensure that the WWRP continues to be a nationally recognized, equitable, cost-effective, and successful program that will improve Washington's quality of life for generations to come.

As in prior years, the Coalition developed its funding request through a deliberative process, considering several indicators of WWRP needs. Our Board's objective is to seek funding levels that are at the same time aspirational and justifiable, and which will sustain our existing recreation and conservation areas, while also responding to growing need. We considered the following indicators and highlighted two additional factors, population growth and increased demand, in developing our recommendation.

- **Indicator 1: Original WWRP funding level adjusted for inflation.** This adjustment would suggest a 2019-21 appropriation of **\$108.5 million.**
- **Indicator 2: WWRP appropriation as a percentage of total bond funding capacity.** Since the 1991-93 biennium, the average total percentage of the state's total bond capacity appropriated to the WWRP has been 4.12 percent. For the 2019-21 biennium, the available bond capacity is currently projected to be \$3.1 billion, which would suggest a WWRP appropriation of **\$128.89 million.**
- **Indicator 3: WWRP requests adjusted for state REET collections.** Since 1990, annual state real estate excise tax (REET) collections, which are roughly correlated to increases in land values, have increased at an average linear rate of about 7.4 percent. This rate of increase would suggest a 2019-21 WWRP funding request of **\$128.88 million.**
- **Indicator 4: WWRP requests per capita, adjusted for 2018 dollars.** Since 1989, the average funding request made by the RCO for WWRP has been \$19.16 per Washington resident (adjusted for inflation). The estimated state population for 2019-21 is 7.74 million, which would suggest a WWRP appropriation of **\$148.3 million.**

*Deceased

POPULATION GROWTH

Our state's population growth has accelerated in recent years, **adding almost a quarter of a million people in the last two years alone**. Meanwhile, research has consistently shown the importance of outdoor access on childhood development, academic performance in school, and the mental and physical health of people of all ages. Unfortunately, the state is not keeping pace with the needs of this growing population.

Population growth has also driven up the cost of land. For example, **the average price of farmland has increased 25 percent in the last year alone, and is up 47 percent in the last four years**. Funding for the WWRP must increase to simply maintain purchasing power and it is important that we preserve these valuable natural areas and working lands now before prices increase even more.

This growing population also impacts our environment. Some of the Northwest's most iconic plant and animal species are in rapid decline due to habitat loss and fragmentation, declining water quality, and ecosystem degradation. **Between 2001 and 2011, Washington lost 292,152 acres of natural areas to development**. Now more than ever, robustly funding the WWRP—the state's primary means of conserving native ecosystems and important wildlife habitat—is critical to protecting the diverse lands and iconic species that are integral to our state's identity and our environmental health.

INCREASED DEMAND

As our cities and towns get more crowded, opportunities to get outside are imperative to maintaining our quality of life—both in the city and outside of it. Indeed, the demand for outdoor recreation in Washington has never been higher. For example, **annual Discover Pass sales have increased by 55 percent over the last five years**. Investing in the WWRP ensures that our parks, trails, and water access points are maintained and improved to meet increased demand and that additional opportunities are created to avoid overcrowding.

Local communities are stepping up to meet this demand, as demonstrated by the significant increase in WWRP applications. As you know, **273 applications requesting \$197 million were submitted in 2018, compared to 238 applications requesting \$163 million in 2016**. Without increased WWRP funding, many of these communities' highest priority conservation and recreation needs will not be met.

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RECOMMENDATION

Bearing all these factors in mind, the Coalition Board of Directors respectfully requests that the Recreation and Conservation Funding Board join it in requesting \$130 million in funding for the WWRP grant program in the 2019-21 Capital Budget. Thank you again for all your work on behalf of the WWRP.

Respectfully,



Adrian Miller
Board Chair



Washington
**Wildlife &
Recreation**
COALITION

**Washington Wildlife & Recreation Coalition
Board Resolution No. 2018-05**

**SUBJECT: Washington Wildlife and Recreation Program (WWRP)
Funding Level Request for 2019-21 Biennium**

WHEREAS, the Coalition believes that preserving Washington's natural resources and investing in public recreational opportunities are essential to the long-term health and wellbeing of our residents, our diverse ecosystems, and our state and local economies;

WHEREAS, our state's continued population growth brings with it a relentless demand for more recreational opportunities, while also bringing a range of threats to wildlife habitat and green spaces;

WHEREAS, outdoor recreation supports 201,000 jobs in our state and generates \$26.2 billion in consumer spending annually;

WHEREAS, the Washington Wildlife and Recreation Program (WWRP) is a key tool for underserved communities to secure funding for parks and recreation facilities;

WHEREAS, the WWRP is the state's largest source of funding for local parks and trails;

WHEREAS, the WWRP is the state's primary tool for conserving native ecosystems, important wildlife habitat, and farmland;

NOW THEREFORE BE IT RESOLVED, that the Coalition seek a capital budget appropriation for the WWRP in the amount of \$130m for the 2019-21 biennium.

Resolution moved by: Tam Vogl

Resolution seconded by: Bill Chapman

Resolution was (circle one):

Adopted - Adopted as Amended - Defeated - Deferred



Signature of Board Secretary

6-19-18

Date



Thurston EDC Board of
Directors

Perry Shea, President
SCJ Alliance

Carrie Whisler,
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Rob Rice Homes

Cheryl Selby
Mayor,
City of Olympia

Mark Steepy
KPFF

Tad Stillwell
Councilmember,
City of Yelm

Dr. Timothy Stokes
South Puget Sound
Community College

Renee Sunde
WA Retail Association

Rachel Young
Councilmember,
City of Lacey

July 2, 2018

Chairperson
Washington State Recreation and Conservation Funding Board
PO Box 40917
Olympia, WA 98504-0917

RE: Washington Department of Fish & Wildlife, South Sound Prairies 2018 Critical Habitat Grant Application (RCO Project #18-1333A)

Dear Chairperson and Board Members,

Thank you for the opportunity to provide comment on the above referenced proposal. The Thurston Economic Development Council (EDC) is the lead economic development agency for Thurston County as designated by the Thurston County Board of Commissioners; and is recognized as the Associate Development Organization (ADO) by the Washington State Department of Commerce. The EDC has a long and proactive history in working with the City of Tenino as well as all of the communities that comprise the south Thurston County region. We have been an active and engaged partner with the City as it looks to ensure that its future has every opportunity for a vibrant and successful future for its region and the region that surrounds it. As such, we are providing this letter of support for the application for a grant in the critical habitat category to purchase property in and around the City of Tenino.

The City of Tenino notified us of the Department's intention because Tenino has a vested interest in the economic and community development opportunities and possibilities represented by the property that is under consideration. This proposal envisions the purchase of approximately 1600 acres, 270 of which are within the Tenino City limits.

At a stakeholder meeting organized by WDWF staff, the EDC and partners discussed the economic and community development interests and strategies with the concurrence of the City – these concepts that were focused on future sustainable development, were well-received by the Department. As a result, the Department is attempting to craft the grant request in such a way that certain parcels within the total area would remain available for land uses that are compatible and in-keeping with the City's long range plans. Please know that these were in accordance with the WDWF's desires as well. We are especially appreciative of the way in which the department's proposal could fit into the development of the SW Washington Agriculture-Innovation Park. This is an effort involving over 30 stakeholders and communities in the region.

With these interests in mind, we thank you for your positive consideration of this proposal. As always, please do not hesitate to contact me if we can provide any further comment and or input.

Sincerely,

Michael Cade
Executive Director

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Washington
**Wildlife &
Recreation**
COALITION

**Washington Wildlife & Recreation Coalition
Board Resolution No. 2018-05**

**SUBJECT: Washington Wildlife and Recreation Program (WWRP)
Funding Level Request for 2019-21 Biennium**

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Resolution moved by: Tam Vogl

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Resolution was (circle one):

Adopted - Adopted as Amended - Defeated - Deferred



Signature of Board Secretary

6-19-18

Date



Washington
**Wildlife &
Recreation**
COALITION

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Gov. Mike Lowry*

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Vice Chair

Steve Seward

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Lincoln Bormann

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Paul Kundtz

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Wendy Tyner

Tom Vogl

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Kaleen Cottingham

Comm. Hilary Franz

Don Hoch

Rep. Drew MacEwen

Sen. Christine Rolfes

Sheida Sahandy

Joe Stohr

Rep. Steve Tharinger

Sen. Hans Zeiger

EXECUTIVE DIRECTOR

Christine B. Mahler

July 10, 2018

Ted Willhite, Chair

Recreation and Conservation Funding Board

1111 Washington Street SE

Olympia, Washington 98501

SUBJECT: COALITION'S RECOMMENDATION FOR WWRP 2019-21 FUNDING LEVEL

Dear Chair Willhite:

Last month, the Board of Directors of the Washington Wildlife & Recreation Coalition voted unanimously to request \$130 million in appropriations for the Washington Wildlife & Recreation Program for the 2019-21 biennium. I am writing on behalf of the Coalition to ask the Recreation and Conservation Funding Board to support our funding recommendation.

First, I would like to thank you and the other members of the RCFB for your previous support of robust WWRP funding and your efforts to make the Program more accessible to all Washingtonians. The Coalition is grateful to be a partner in your work to ensure that the WWRP continues to be a nationally recognized, equitable, cost-effective, and successful program that will improve Washington's quality of life for generations to come.

As in prior years, the Coalition developed its funding request through a deliberative process, considering several indicators of WWRP needs. Our Board's objective is to seek funding levels that are at the same time aspirational and justifiable, and which will sustain our existing recreation and conservation areas, while also responding to growing need. We considered the following indicators and highlighted two additional factors, population growth and increased demand, in developing our recommendation.

- **Indicator 1: Original WWRP funding level adjusted for inflation.** This adjustment would suggest a 2019-21 appropriation of **\$108.5 million.**
- **Indicator 2: WWRP appropriation as a percentage of total bond funding capacity.** Since the 1991-93 biennium, the average total percentage of the state's total bond capacity appropriated to the WWRP has been 4.12 percent. For the 2019-21 biennium, the available bond capacity is currently projected to be \$3.1 billion, which would suggest a WWRP appropriation of **\$128.89 million.**
- **Indicator 3: WWRP requests adjusted for state REET collections.** Since 1990, annual state real estate excise tax (REET) collections, which are roughly correlated to increases in land values, have increased at an average linear rate of about 7.4 percent. This rate of increase would suggest a 2019-21 WWRP funding request of **\$128.88 million.**
- **Indicator 4: WWRP requests per capita, adjusted for 2018 dollars.** Since 1989, the average funding request made by the RCO for WWRP has been \$19.16 per Washington resident (adjusted for inflation). The estimated state population for 2019-21 is 7.74 million, which would suggest a WWRP appropriation of **\$148.3 million.**

*Deceased

POPULATION GROWTH

Our state's population growth has accelerated in recent years, **adding almost a quarter of a million people in the last two years alone**. Meanwhile, research has consistently shown the importance of outdoor access on childhood development, academic performance in school, and the mental and physical health of people of all ages. Unfortunately, the state is not keeping pace with the needs of this growing population.

Population growth has also driven up the cost of land. For example, **the average price of farmland has increased 25 percent in the last year alone, and is up 47 percent in the last four years**. Funding for the WWRP must increase to simply maintain purchasing power and it is important that we preserve these valuable natural areas and working lands now before prices increase even more.

This growing population also impacts our environment. Some of the Northwest's most iconic plant and animal species are in rapid decline due to habitat loss and fragmentation, declining water quality, and ecosystem degradation. **Between 2001 and 2011, Washington lost 292,152 acres of natural areas to development**. Now more than ever, robustly funding the WWRP—the state's primary means of conserving native ecosystems and important wildlife habitat—is critical to protecting the diverse lands and iconic species that are integral to our state's identity and our environmental health.

INCREASED DEMAND

As our cities and towns get more crowded, opportunities to get outside are imperative to maintaining our quality of life—both in the city and outside of it. Indeed, the demand for outdoor recreation in Washington has never been higher. For example, **annual Discover Pass sales have increased by 55 percent over the last five years**. Investing in the WWRP ensures that our parks, trails, and water access points are maintained and improved to meet increased demand and that additional opportunities are created to avoid overcrowding.

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Respectfully,



Adrian Miller
Board Chair